

**WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION  
DIVISION OF POLICY AND PLANNING**

**2013-14 CALENDAR OF DUE DATES  
AS OF JULY 2013**

- August 7, 2013* - *IPEDS Registration opens for Keyholders*
- September 1** - **Data Files: Student, Course, Teaching Workload, and Registration**  
**Only collection of Summer 2013-14 data**
- September 1** - **Community & Technical Colleges Only: Skillset Enrollment & Completion Data**
- Sep 4-Oct 16* - *IPEDS Fall Collection: Institutional Characteristics, Completions, and 12-month Enrollment to be submitted directly to the IPEDS website*
- September 15 - Report Card Collection: Externally-Sponsored Academic Research
- September 15** - **Data File: Financial Aid, Comprehensive 2012-13**
- September 15 - Estimate of October 15, 2013 Headcount Enrollment
- October 15** - **Data Files: Student, Course, Teaching Workload, Registration, Personnel, & Applicant**  
**Census collection of Fall 2013-14 data**
- October 15 - Update Students with Disabilities Brochure  
(We will send form directly to designated individual at your institution.)
- Dec 11-Feb 12* - *IPEDS Winter Collection: Student Financial Aid, Graduation Rates, and 200% Graduation Rates to be submitted directly to the IPEDS website. (Fall Enrollment, Finance, and Human Resources component can be entered now or during the Spring Collection.)*
- January 10, 2014** - **Data Files: Student, Course, Teaching Workload, and Registration**  
**Final collection of Fall 2013-14 data**
- February 15** - **Data Files: Student, Course, Teaching Workload, and Registration**  
**Census collection of Spring 2013-14 data**
- Dec 11-Apr 9* - *IPEDS Spring Collection: Fall Enrollment, Finance, and Human Resources component to be submitted directly to the IPEDS website*
- June 1** - **Data Files: Student, Course, Teaching Workload, and Registration**  
**Final collection of Spring 2013-14 data**
- June 20** - **Data File: Graduation (Include all students receiving degrees or awards from June 2013 through May 2014)**

Note: If due date falls on a weekend or a holiday, due date will be the next working day.  
Also, these are the scheduled requests for data. As needs arise, additional data may be requested.  
If you have any questions regarding this calendar, please contact Jeannie Reed at (304) 558-1112.