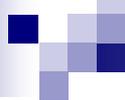


Career & Technical Education

Office of Research and
Information Systems



The Role of ORIS

- Prepare documents for annual data collection
- Conduct annual data collection
- Conduct data edit checks
- Prepare Institutional performance reports

Accessing your information

- Go to the ORIS website:
<http://www.highered.nysed.gov/oris>
- In the gray box at the top, find and click on the “FORMS” link

ORIS:NYSED

 **ORIS**
Research & Information Systems

- Higher Education Data
- Policy/Issue Papers
- Forms
- Colleges & Universities
- Resources
- Index A-Z

NYSED / Higher Ed / ORIS Home /

Welcome

Information Systems (ORIS) manages a comprehensive Higher Education Data System that collects and distributes information on the quality and status of higher education in New York State.



[About ORIS](#)

[On-line Database Reports: Institution Profiles, Enrollment Reports, etc.](#)

[Student Aid and College Cost of Attendance](#)

[High School Graduate Projections to 2019](#)

[Teacher Supply and Demand](#)

[Enrollment and Services for Students with Disabilities](#)

Helpful Links:

- [College and University Directory](#)

[NYSED Registered Programs](#)

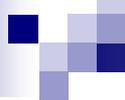
[Statewide Plan for Higher Education](#)

Last Updated: March 1, 2013

Contact | Office of Higher Education | Office of Research and Information Systems
University of the State of New York - New York State Education Department
Contact NYSED | Index A - Z | Terms of Use

Log-In

- In order to log into the HEDS Live system, you will need a username and password
- Your HEDS coordinator should have this information for you
- If not, contact your Office of Institutional Research, or your Office of Information Technology
- Click on “HedsLive [Login](#)..... How to log in (printable instructions)”



Accessing your reports

- You will see a screen containing a list of all the forms your institution is required to submit
- If you do not change the collection year at the top, and you click on CTEA-1, you will get instructions and links for uploading the data for the current collection year.
- Change the year to 2011, and click on CTEA-1
- In the gray box at the left, click on “view reports”

Viewing Reports

- This will bring you to a screen that allows you to choose from a number of reports – as seen on the right.
- Summary and program detail reports are provided for:
 - Technical Skills Assessment
 - Completion
 - Retention
 - Placement
 - Non-Traditional Participation
 - Non-Traditional Completion

View Reports

To view a report, please click the link for the report you would like to see.

Technical Skill Attainment/Assessment

[Summary](#)

[Program Details](#)

[View Assessment List](#)

Completion

[Summary](#)

[Program Details](#)

Retention

[Summary](#)

[Program Details](#)

Placement

[Summary](#)

[Program Details](#)

Non-Traditional – Participation

[Summary](#)

[Program Details](#)

Non-Traditional – Completion

[Summary](#)

[Program Details](#)

Non-Traditional - Additional Information

[National List of Nontraditional Programs and information regarding their development](#)

[View the Non-Traditional CIP Code List \(CTEA-1 and CTEA-2\)](#)

Other Information

[View CTEA Performance Rate Definitions \(CTEA-1 and CTEA-2\)](#)

Other available information

- There is also a link to your Technical Skills Assessment link

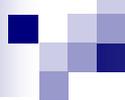
- Other links provided through the reports function include:
 - **Non-Traditional - Additional Information**
[National List of Nontraditional Programs and information regarding their development](#)
[View the Non-Traditional CIP Code List \(CTEA-1 and CTEA-2\)](#)
 - **Other Information**
[View CTEA Performance Rate Definitions \(CTEA-1 and CTEA-2\)](#)

Indicators

- The data field and indicator definitions, along with detailed instructions, are available on the website once you open the form.
- The definitions and methods for performance rate calculations can be found under: [CTEA Performance Rate Specification \(CTEA-1 and CTEA-2\)](#)

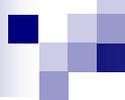
Core Indicators

- The core indicators look at:
 - Concentrators (those with 12 or more credits)
 - Completers
 - Enrollees in non-traditional programs
 - Result of Technical Skill Assessments
- Reports indicate program performance as:
 - Satisfactory: Meeting state standard (generally state average)
 - Unsatisfactory but improving: Below state standard but showing a 3% improvement from previous year
 - Unsatisfactory: Below state standard
 - Rates for small programs (<20) are N/A



Using Reports

Reports show performance at both the 2 and 4 digit HEGIS areas to clarify strengths and problem areas, to help you develop your performance plans



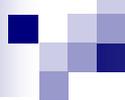
Rate calculations

Completion: concentrators receiving degree or certificate/all concentrators who left the program (due to degrees or otherwise)

Retention: concentrators still in program or transferred/all concentrators still in program or transferred plus leavers

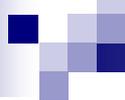
Placement: graduates with job, apprenticeship, or military employment status/all graduates minus those not seeking employment or with employment status unknown

Technical Skill Attainment: Concentrators who passed a TSA/ All concentrators who have taken a TSA



Rate calculations: Non-traditional

- **Non-traditional Participation:** Students enrolled in a non-trad program of the non-trad gender who earned >0 credits/All students enrolled in a non-trad program who earned >0 credits
- **Non-traditional Completion:** Graduates of a non-trad program of the non-trad gender/ All graduates of non-trad program



CTEA-1 (12)

- We are currently collecting data for the 2011-2012 academic year
- The due date for this year's data collection cycle is May 1, 2013
- You can apply for an extension if you need one, but we would like the data in by June 1, 2013 if possible, since we need to process this data over the summer

Questions?

- Contact number for ORIS: 518-474-5091
- Website:
<http://www.highered.nysed.gov/oris>
- E-mail: heds@mail.nysed.gov