

Division II Academic Performance Census / Academic Success Rate Cohort Inclusion Criteria

Which student-athletes should I include?

During a student-athlete's **first year of full-time enrollment at your institution**, use the following chart to determine whether he or she should be included in your APC/ASR cohort.

	Freshmen <i>1st full-time postsecondary enrollment is at <u>your</u> institution</i>	Transfers <i>1st full-time postsecondary enrollment was at a <u>different</u> institution</i>
Include	<p>Fall enrollee:</p> <ul style="list-style-type: none"> Received athletically-related aid at any time during the year (<i>Federal group</i>), or On a varsity squad list on the first date of competition, championship segment (<i>Non-scholarship group</i>) <p>Mid-year (winter/spring) enrollee:</p> <ul style="list-style-type: none"> Received athletically-related aid during first term (<i>January group</i>), or On a varsity squad list on the first date of competition, championship segment – including the following year for fall-sport athletes (<i>January group</i>) 	<p>Fall enrollee:</p> <ul style="list-style-type: none"> Received athletically-related aid during first term (<i>2/4 transfer group</i>), or On a varsity squad list on the first date of competition, championship segment (<i>2/4 transfer group</i>) <p>Mid-year (winter/spring) enrollee:</p> <ul style="list-style-type: none"> Received athletically-related aid during first term (<i>2/4 transfer group</i>), or On a varsity squad list on the first date of competition, championship segment – including the following year for fall-sport athletes (<i>2/4 transfer group</i>)
Exceptions (exclude)	<ul style="list-style-type: none"> Transfers whose first term of full-time enrollment at any postsecondary institution was not in a fall term (winter/spring enrollees) Male practice players Unaided student-athletes in non-NCAA championship sport Student-athletes who withdraw before the census date Graduate transfers. 	

Notes:

- Cohort inclusion is determined *only during the first year* of enrollment at your institution; student-athletes who begin participating in athletics after their first year are never included in the cohort.
- Student-athletes will be placed in the graduation rates cohort corresponding with their first year of full-time enrollment at any postsecondary institution.
- Student-athletes who are aided in a sport in which the NCAA does not conduct a championship should be excluded from the Academic Performance Census, but added to the graduation rates reporting because of federal requirements.

Once I determine that a student-athlete should be included in my APC/ASR cohort, to which sport should he or she be assigned?

First-year sport participation:

- Single-sport athletes are in the cohort for that sport.
- Multi-sport athletes:
 - Aided in only one sport: That sport is their cohort sport.
 - Aided in multiple sports, or aided in none: Assign student to the cohort in the following priority order (consider aided sports first):
 - Football
 - Men's or Women's Basketball
 - Baseball
 - Men's or Women's Track and Field
 - If student-athlete receives aid in multiple sports or no sports, and does not participate in any of the sports listed above, the institution can select which sport is the cohort sport.

Notes:

- Like cohort inclusion, sport assignment is determined during the student-athlete's first year at your institution and cannot change after that.
- In graduation rates/ASR reporting, cross country, indoor track and outdoor track are treated as a single sport (men's/women's track and field). In APC reporting, participation in the sports is listed separately, but student-athletes can be placed in the cohort for any or all track-related sports

How long should I continue tracking student-athletes in the APC (Academic Portal)?

Enter data in the Portal beginning with the student-athlete's first term at your institution until he or she:

- Graduates
- Exhausts athletics eligibility (but enter data for the entire year in which eligibility expires)
- Quits his or her cohort sport
- Leaves the institution

If a student-athlete quits his or her cohort sport, do not enter data for any term in which he or she remains off the team. If he or she returns, resume tracking. If a student-athlete quits but then returns during the very next term, treat it like he or she never quit the team.

If a student-athlete leaves the institution and later returns, resume tracking only if he or she rejoins the team in his or her cohort sport.

Do not track student-athlete in terms in which they drop below full-time enrollment.

If your institution drops a sport, student-athletes in that cohort are no longer tracked, even if they continue to participate in another sport. (Their final retention value should be "No" if they leave the institution, or "Quit Team/Still Enrolled" if they remain at your school.)