Administrative Office Management (CIP 520401)
Enrollment and Award History

ACADEMIC YEAR	2021-2022			2022-2023			2023-2024			2024-2025			2025-2026		
	SU	FA	SP	SU	FA	SP	SU	FA	SP	SU	FA	SP	SU	FA	SP
Enrollment	11	19	16	4	19	13	8	24	23	11	24	19	9	23	23
Unique Enroll	29			25			31			29			35		
FA-to-SP Retention	55.6%			61.5%			78.3%			60.9%			54.5%		
CTS Awards	7			26			7			11			7		
AAS Awards	9			11			4			4			4		
Total	16			37			11			15			11		
Unique Completers	11			19			6			10			5		
Completion Rate	19.0%			70.4%			20.7%			40.0%			16.1%		
Graduation Rate	15.5%			40.7%			13.8%			16.0%			12.9%		

General Notes:

- Enrollment is based on the end-of-term (EOT) census for each term.

- For Unique Enrollment, each student is counted once per program during the academic year. If a student changes programs during the year, they are counted once in each program.

- Fall-to-spring retention is based on the student's declared program in the fall term. Students who complete a terminal credential in that program are excluded. The remaining students are considered retained if they enroll in the same program in the following spring term.

- Completion rate is calculated by comparing current year unique completers to the three-year prior unique enrolled.

- Graduation rate is calculated by comparing current-year completers of the highest-level award offered by the program to the unique enrollment from the first year of the three-year period.

Program Specific Notes:

- Previously Office Systems Technology.