

Annual Report Form CF-3: Completions by Placement and Gender

Previous academic year (including any summer graduates)

Member School:

Survey Year: 2023 - 2024

Unduplicated Headcount by Placement and Known Gender

Male Completions	MDiv	MA (prof)	MA (acad)	MA (both)	ThM/STM	DMin	Other Prof Dr	PhD/ThD	Total
Vocational placement									
Non-vocational placement									
Further study									
Seeking placement									
Other									
Unknown									
Total Male Completions									
Female Completions	MDiv	MA (prof)	MA (acad)	MA (both)	ThM/STM	DMin	Other Prof Dr	PhD/ThD	Total
Vocational placement									
Non-vocational placement									
Further study									
Seeking placement									
Other									
Unknown									
Total Female Completions									
All Other Completions	MDiv	MA (prof)	MA (acad)	MA (both)	ThM/STM	DMin	Other Prof Dr	PhD/ThD	Total
Vocational placement									
Non-vocational placement									
Further study									
Seeking placement									
Other									
Unknown									
Total All Other Completions									

Unduplicated Headcount by Placement and Unknown Gender

Unknown Completions	MDiv	MA (prof)	MA (acad)	MA (both)	ThM/STM	DMin	Other Prof Dr	PhD/ThD	Total
Vocational placement									
Non-vocational placement									
Further study									
Seeking placement									
Other									
Unknown									
Total Unknown Gender Completions									

Annual Report Form CF-3: Completions by Placement and Gender

Previous academic year (including any summer graduates)

Member School: _____ **Survey Year:** 2023 - 2024

Unduplicated Headcount by Placement Totals

Total Completions	MDiv	MA (prof)	MA (acad)	MA (both)	ThM/STM	DMin	Other Prof Dr	PhD/ThD	Total
Vocational placement									
Non-vocational placement									
Further study									
Seeking placement									
Other									
Unknown									
Total Completions									

Respondent and Comments

Respondent: _____ **Phone:** _____ **Email:** _____

Comments: _____

Total rows/columns are auto calculated. Degree columns shaded in gray indicate categories for which the member school does not have any approved degrees; continue to report in these categories where applicable.

Completions: The data being reported on this form (corresponding to the numbers reported in CF-1 Completions by Race and Gender) reflect the placement of graduates before, at, or following their graduation. Schools can collect placement data anytime between six months before the last graduation (in the previous academic year) and six months after the last graduation, though collecting information just before graduation may provide better results.

Unduplicated Headcount: Count students only once. If students completed more than one degree, count them only in the longer or more advanced program.

The placement categories are described below (the first three of which are considered “positive” placements):

- **Vocational placement:** Graduates are in positions for which the degree program prepared them, regardless of whether those positions are compensated or volunteer. Include here any graduates who were placed prior to graduation, at graduation, or following graduation.
- **Non-vocational placement:** Graduates received degrees in programs which they sought for non-vocational reasons, such as for personal enrichment. Include here any graduates not seeking vocational placement, regardless of whether they were placed vocationally.
- **Further study:** Graduates are pursuing additional education—at any level. Any students pursuing further study who are also vocationally or non-vocationally placed should be listed there, not here.
- **Seeking placement:** Graduates are actively seeking appropriate placement. Any students seeking placement who are also pursuing further study should be listed there, not here.
- **Other:** Graduates have positions or placements that do not fall within any of the above categories.
- **Unknown:** The placement status of graduates is not known. Schools should not use this category to justify not tracking their graduates’ placements, since doing so is required. However, schools may use this category when, despite their best efforts, some graduates’ placement status remains unknown. Schools reporting at least 50% as “Unknown” will be monitored by the ATS Board of Commissioners (see ATS [Policies and Procedures III.M.1](#)).

Degree Categories: The 2020 *Standards of Accreditation* (Standards 4.6-9) describe three categories of MA degrees: those that focus primarily on professional vocations (prof), those that focus primarily on academic study (acad), and those that focus on both (both). Canadian schools offering the BRE for which a completed bachelor’s degree is normally required should report those students under MA (prof). “Other Prof Dr” refers to degrees like the EdD, DMiss, DMA, etc. (see Standards 5.-7-10 of 2020 *Standards of Accreditation*).

Male, Female, All Other, Unknown: For students whose gender is known, report male and female students in the sections labeled as such; for all other students including but not limited to nonbinary, gender-fluid, and those who do not identify as either male or female, report in the section labeled All Other. For students whose gender is unknown or prefer not to disclose, report in the section labeled Unknown.