

Form CF-4: Graduation Rates by Degree Program

INSTRUCTIONS

Complete Form CF-4 Graduation Rates by Degree Programs only for those degree programs your school offers. Leave blank any programs that you do not offer or are too new to have graduates. The formulae used below are meant to keep this form as simple as feasible, using as a basis 200% (double) the degree duration requirements listed in the standards. While some agencies use 150% to calculate graduation rates, the 200% timeframe allows for the high number of part-time students in ATS member schools and helps address schools with four-year MDiv programs. [NOTE: Do not include in your entering count students who do not intend to graduate (i.e., count only degree-seeking students). Also, if a student begins in one program but transfer to another, please **do not** count that student **either**.]

For each Part:

- 1. Number of students who entered this/these program(s):** Enter the number of students that entered the program(s) in the fall of the year indicated by a specified number of years past. For example, report students that entered the MDiv program in the Fall 6 years ago, this is the number of students that entered in the single year, not the cumulative of the past 6 years.
- 2. Number of students from that group who have since graduated:** Of the students entered in question 1 enter the count of those students who have since graduated.
- 3. Graduation rate for this program:** This field is auto calculated. Number of students entered in Q2 / Number of Students entered in Q3.

DEGREE PROGRAMS

Basic Programs

PART A. Master of Divinity Degree Program (entered 6 years ago)
MDiv Master of Divinity

PART B. Professional MA Degree Programs (entered 4 years ago)
MRE Master of Religious Education
MCE Master of Christian Education
MA in RelEd Master of Arts in Religious Education
MA in CE Master of Arts in Christian Education
MCM Master of Church Music
MSM Master of Sacred Music
MA in ____ (Spec.) Professional Master's programs for the specialization as defined (i.e, Master of Arts in Counseling)
MPS Master of Pastoral Studies
MAPS Master of Arts in Pastoral Studies

PART C Academic MA Degree Programs (entered 4 years ago)
MA Master of Arts
MAR Master of Arts (Religion)
MTS Master of Theological Studies
MARS Master of Arts (Religious Studies)
MATS Master of Arts (Theological Studies)

Canadian schools offering the BRE for which a completed bachelor's degree is normally required should report figures under MRE/MCE/MA in RelEd.

Advanced Programs

PART D. Doctor of Ministry Program (entered 6 years ago)
DMin Doctor of Ministry

PART E Other Professional Doctorate Programs (entered 6 years ago)
DMiss Doctor of Missiology
DEdMin Doctor of Educational Ministry
EdD Doctor of Education
DMA Doctor of Musical Arts
DCM Doctor of Church Music
Doctor in ____ (Special) Doctor of specialized ministry

PART F Advanced Masters' Programs (entered 2 years ago)
ThM Master of Theology
MTh Master of Theology
STM Master of Sacred Theology

PART G Advanced Doctoral Programs (entered 8 years ago)
ThD Doctor of Theology
PhD Doctor of Philosophy

degree NOT reviewed/approved

Shaded degree program areas: Gray shaded fields indicate degree program areas that are either not reviewed for approval or are not approved. The application will skip over these fields during data entry, however as there are always exceptions, data entry is possible within these fields. If entering data for a program that is not approved, an explanation should be entered in the comments field of the relevant form

FORM FIELDS SHADING/PATTERNS

auto calculated field

data provided for reference

Patterned fields: Patterned fields represent fields for which data entry is not allowed. These fields are either auto calculated fields (blue slashed) or contain amounts that are brought forward from another part of the form or in some cases another form (wide gray slashes).