



COOPERATIVE INSTITUTIONAL RESEARCH PROGRAM
at the HIGHER EDUCATION RESEARCH INSTITUTE AT UCLA

Student Identifiers - CSS

CIRP uses the Student ID# for the following purposes:

- To allow institutions to merge data from the CSS with other institutional data and/or other CIRP surveys.
- To help locate current addresses of students for the purpose of administering long-term follow-ups.
- To create unique survey links for students to log in to complete the survey.

The CIRP surveys ask students to provide their “**STUDENT ID# (as instructed).**”

YOU MUST INSTRUCT YOUR STUDENTS WHICH STUDENT IDENTIFIER TO ENTER IN THE SPACE PROVIDED.

The Student ID field allows for up to 13 alpha or numeric characters. Failure to give this instruction to students may result in the students entering no identifier at all, or different students entering different identifiers. Either of these outcomes would reduce the long-term value you can derive from the results of the survey.

To maximize the utility of these data for institutional research purposes, we suggest that for the CSS you consider pre-populating the email file that you send to HERI with student IDs. Note that if a student fails to provide a student ID when he or she completes the survey instrument, you will not be able to merge his/her CSS data with data from other campus files. Further, we want to provide the most accurate match possible to ensure consistency with our other CIRP surveys. This provides the best longitudinal data for institutions that would like to analyze data from multiple CIRP surveys.

Please note that significant errors in the Student ID field that require additional data cleaning by CIRP may be subject to an additional processing fee.