



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

## Using Group Codes

Group codes are breakout groups that permit you to compare specific subgroups of your student sample. Group codes are typically used by institutions to identify students in different colleges, majors, residence halls, or academic programs on campus. Group codes allow you to identify up to 190 unique subgroups of students.

A group code can be used in two ways:

- As an additional, permanent variable, you can use it to disaggregate data for additional internal analysis.
- HERI can produce a special report using these codes. This report comes in a format similar to the standard College Senior Survey Institutional Profile. However, it provides a separate profile of each coded subgroup, as well as a total survey population profile.

Using group codes is optional. If you choose to utilize this option, please be sure to provide instructions regarding the appropriate codes to enter in the grid to your students. You should include instructions that will be included on the appropriate page in the web survey. For example, if a campus wanted to examine CSS results for students in different colleges at a large university, the group code instructions might look like this:

Please indicate which college you attend by writing in the appropriate number in the section marked Group Code A:

- 01 Liberal Arts
- 02 Life Sciences & Agriculture
- 03 Engineering & Physical Sciences
- 04 Health and Human Services
- 05 Whittington School of Business & Economics
- 06 Thompson School of Theatre