Assigning and Changing Program CIP Codes

A Classification of Instructional Programs (CIP) code refers to the CIP, the taxonomic scheme that supports the accurate tracking and reporting of fields of student and program completions activity. Marquette uses CIP codes to report the number of degrees awarded by discipline to the Department of Education.

CIP Code Assignment to New Programs

When an academic unit (school/college/department) establishes a new program, it should suggest a CIP code for that program and enter it in CourseLeaf. The dean of the originating academic unit should approve all new CIP code suggestions.

CIP codes for new programs at the graduate level must be approved by the Vice Provost for Graduate and Professional Studies. The Vice Provost for Academic Affairs must approve CIP codes for new programs at the undergraduate level. The Chief Academic Effectiveness Officer, who will weigh the suggested choice of CIP code against the current CIP codes offered by the university and other factors, has final approval authority for CIP codes. If any of these parties disagree with the CIP code suggested by the originating academic unit, they will discuss alternatives with the unit before assigning a different CIP Code to the program.

A program's CIP code should accurately reflect its subject matter and adhere to field norms. That is, the originating unit should identify peer universities that offer similar programs with the suggested CIP code and provide that information in the new program proposal. Attractiveness in recruiting should not be the determining factor in assigning a program's CIP code.

A note on STEM CIP Codes: STEM CIP codes can only be assigned to programs with at least 50% **required** STEM content. A STEM CIP code should not be assigned to a program with less than 50% required STEM content for the purpose of attracting international students.

CIP Code Changes

Generally, a program's CIP code, once assigned, does not change. A significant curricular change and a change to a program's learning outcomes are needed to justify the change of an existing CIP code. CIP code changes are program modifications in the CourseLeaf system and follow the same approval process and chain as CIP codes assigned to new programs. The rationale provided for the program modification must also provide examples of peer universities offering programs with the newly suggested CIP code.

Exception: A program's CIP Code can change without significant curricular or learning outcome change because of a CIP reassignment by the federal government. The federal government generally releases a new version of the CIP every 10 years.

Approved by Provost, 6.24.25