

Policy on Classification of Instructional Program (CIP) Code Assignment and CIP Code Change

Based on [federal regulations](#) (for institutions receiving Title IV funding), a CIP code must be assigned to an academic program when it is created, based on the curriculum approved by the Board of Undergraduate Studies or the Graduate Studies Coordinating Board and based on its program learning

of program-level enrollments and program completion activity. For an overview of what a CIP code is and how to select one that is aligned with your program learning outcomes, please start [here](#).

in the proposal for the new program. The Provost has final approval of CIP code assignment.

CIP code assignment is based on the approved curriculum and the program learning outcomes using the following principles:

The Program Leadership consults the Federal CIP code taxonomy and associated descriptions to identify the closest match to the program, using the proposed or approved curriculum. The Office of Institutional

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If no closely matching CIP code is found, the following pieces of information are considered in the assignment:

1. the academic home (Department, School/College) of the program and the current CIP code assignments of existing programs within the academic home,
2. CIP code recommendations from the academic home of the program,
3. known attributes associated with the CIP code description,
4. the level of the program (i.e., minor, certificate, Bachelor's, Master's),
5. benefits to international students, for example, one CIP code option may qualify international students for additional work authorization such as the STEM OPT Extension for F-1 students or additional months of Academic Training for J-1 students (only if the program meets STEM designation as evidenced by program learning outcomes and curriculum, and as identified by the U.S. Department of Homeland Security (DHS), as outlined below.
6. avoidance of a CIP code already in use for another program at the same degree-level.

To request a CIP code change for an existing program

Generally, an existing program may have its CIP code changed based on two criteria: its program learning outcomes have changed or the list of CIP codes have changed. The federal government's list of CIP codes typically do not change, but every 10 years the Department of Education releases new CIP codes that programs may wish to review to consider whether there is a better fit. Other than this 10-year

Below are common uses of CIP codes for STEM designation:

STEM Optional Practical Training (OPT) Extension: The United States government designates certain STEM disciplines for special consideration in determining visa status for F-1 international students and eligibility for STEM Optional Practical Training (OPT). A STEM OPT Extension is a 24-month period allowing an international student to obtain additional training in their subject area. The program of study must be in an approved STEM discipline as identified by the U.S. Department of Homeland Security (DHS). The list of STEM OPT extension programs is developed by the DHS and the most [recent version](#)