Greetings from the Office of Institutional Research! As we start a new semester, we hope you will use one of our many ways to obtain data! We have had several more changes and updates these past few months, so please let us know if you have any questions.

**Official Data**
No official data related to this semester can be provided until after November (per IHL). This includes, but is not limited to official enrollment, retention rates, graduation rates, etc. If you need a specific data point, reach out to our office and we may be able to provide you an unofficial number.

**Data Updates**
Traditionally, when retention and graduation rates were discussed, it was related to first-time freshmen. However, now we are able to look at retention and graduation rates on other cohorts of students. Within HelioCampus, you are able to view the data for juniors, transfer students, first-time freshmen, and all undergraduate students.

**Data Request**
There are three ways to obtain data from our office.

1. HelioCampus
2. Internal Data Portal (SOAR Credentials) [https://www.usm.edu/institutional-research/institutional_data.php](https://www.usm.edu/institutional-research/institutional_data.php)
3. Additional Data Request [https://www.usm.edu/institutional-research/request-information.php](https://www.usm.edu/institutional-research/request-information.php)

**Course Evaluations**
Course evaluations run according to the course start and end dates. Once the entire semester project is complete, course evaluation reports are automatically sent to Digital Measures. Instructors can find their evaluations in the Scheduled Teaching section of Digital Measures.

**Data Request Policy**
The Office of Institutional Research has created a new data request policy to assist in denoting the specific data points that we disseminate to requestors. It is important to note that not all data requests are approved. For more details, please visit [https://www.usm.edu/institutional-research/institutional_data.php](https://www.usm.edu/institutional-research/institutional_data.php)

**Training Videos**
There are several training videos for navigating the IR website, HelioCampus, and EvaluationKit that can be found on our IR website.

**Exit Surveys**
Exit surveys are currently being transitioned into EvaluationKit this semester. The process will change slightly where students will no longer be able to submit their exit survey response immediately following applying for graduation. Students will receive their exit survey closer to the end of the semester to capture more accurate data in regards to plans post graduation.

---

**Contact Us**
Email Address: IR@usm.edu
Phone Number: 601.266.4059
Website: [https://www.usm.edu/institutional-research/](https://www.usm.edu/institutional-research/)