MIDWESTERN HIGHER EDUCATION COMPACT

2026-27 MSEP Data Collection

Instructions for Institutions

Overview

Please review this document before completing your data sheet.

- Download the data sheet template from the MHEC website.
- Provide information for all students enrolled through the MSEP for the **Fall 2026 semester.**
- Please only provide information for students **receiving an MSEP discount.**
- Completed data sheets should be emailed to msep@mhec.org by December 31, 2026.
- If you have additional questions not answered in this document, please reach out to msep@mhec.org.

Thank you.

Page 1: General Information

Instructions

- Complete the fields to provide the requested information about your institution.
- Check the relevant boxes to indicate whether you have undergraduate and/or graduate enrollments to report.
  - *If you have no MSEP enrollments to report, please email msep@mhec.org to confirm.*
- Complete the "Contact Information" section with details for the individual whom MHEC should contact with any follow-up data questions.

Page 1: General Information

Sample Completed Page 1

MIDWESTERN HIGHER EDUCATION COMPACT

Midwest Student Exchange Program (MSEP)

2025 - 2026 Data Submission

Due: 12/31/2026

When complete, please email to msep@mhec.org

College | University Information	
State:	Kansas
Institution:	Sample State University
Institution OPE ID:	12345678
Institution IPEDS ID:	123456
This institution has **undergraduate** MSEP enrollments to report:	☑
This institution has **graduate** MSEP enrollments to report:	☑
Contact Information	
Name:	Jane Crosby-Schmidt
Role/Title:	Project Manager
Email:	msep@mhec.org
Phone:	612-677-2770

Page 2: Data Dictionary

This page is provided for your reference.

Column	Data Field	Definition
A	State of Residence	A student's permanent address as determined by the institution. For entering freshmen, state of residence may be the legal state of residence of a parent or guardian. Use the following USPS approved state abbreviations: IN, KS, MN, MO, NE, ND, OH, WI
B	CIP Code	A six-digit code in the form xx.xxxx that identifies instructional program specialties within educational institutions. Classification of Instructional Programs (CIP). Please list 99 for unknown or undeclared majors/programs.
C	Student Standing	Enter one of the accepted values as outlined below.
		1 - Undergraduate Freshman
		2 - Undergraduate Sophomore
		3 - Undergraduate Junior
		4 - Undergraduate Senior
		5 - Undergraduate 5+ year or other student
		6 - Professional or Graduate Student
	Tuition	The amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit. **All tuition information reported should be for the fall 2026 term.**
D	In-state tuition	The tuition charged by institutions to those students (per term, per course, or per credit) who meet the state's or institution's residency requirements **for the fall 2026 term.**
E	Out-of-state tuition	The tuition charged by institutions to those students who do not meet the state's or institution's residency requirements **for the fall 2026 term**.
F	MSEP Tuition	The tuition charged by institutions to those students who are receiving the MSEP discount **for the fall term.**
G	Tuition Format	Indicates whether the tuition rates reported in columns D, E, and F are the tuition rate per credit or per semester.
H	Credits Taken	The number of credits, or other units of measurement adopted by the institution, for which the student is enrolled and charged **during the fall 2026 term**.
I	Tuition Charged	The total amount of money charged to the MSEP recipient for instructional services **during the fall 2026 term.**

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Page 3: Data Entry

Instructions – Columns A-C

Complete one row for each MSEP student enrolled at your institution for the Fall 2026 term.

- Column A: Select the USPS postal code corresponding to the student's state of residence

- Column B: Enter the CIP code corresponding to the student's area of study.
  - **Please include the decimal.**
  - For unknown or undeclared majors/programs, please list 99.
  - A list of CIP codes is available on the NCES website.

- Column C: Select the student's class standing:

1 - Undergraduate Freshman
2 - Undergraduate Sophomore
3 - Undergraduate Junior
4 - Undergraduate Senior
5 - Undergraduate 5+ year or other student
6 - Professional or Graduate Student

Page 3: Data Entry

Instructions – Columns D-G

Complete one row for each MSEP student enrolled at your institution for the Fall 2026 term.

All tuition information reported should be for the fall 2026 term.

- Column D: List the **in-state tuition rate** this student would have been charged if they met the institution's residency requirements.
- Column E: List the **out-of-state** (non-MSEP) **tuition rate** this student would have been charged if they did not qualify for the MSEP and did not meet the institution's residency requirements.
- Column F: List the **MSEP tuition rate** charged to this student.
- Column G: Select whether the tuition rates reported in columns D-F are the rate per credit or per semester.

Page 3: Data Entry

Instructions – Columns H-I

Complete one row for each MSEP student enrolled at your institution for the Fall 2026 term.

All tuition information reported should be for the fall 2026 term.

- Column H: List the number of credits, or other units of measurement adopted by the institution, for which the student was enrolled and charged during the fall 2026 term.
- Column I: List the total amount of money charged to the student for instructional services during the fall term.
  - If the tuition rates provided in columns D-F are per semester, and the student was enrolled full time, this column will be the same as Column F.

Page 3: Data Entry

Sample Page 3 – Tuition charged *per credit hour*:

See Tab 2 for data dictionary & column descriptions.

State of Residence	CIP Code with Decimal	Student Standing	In-State Tuition Rate	Out-of-State Tuition Rate	MSEP Tuition Rate	Tuition Format	Credits Taken	Fall Term Tuition Charged
ND	99.0000	1	$300.00	$700.00	$450.00	per credit	12	$5,400.00
NE	51.3801	2	$300.00	$700.00	$450.00	per credit	15	$6,750.00
OH	52.1401	6	$350.00	$800.00	$500.00	per credit	8	$4,000.00

Sample Page 3 – Tuition charged *per semester*:

See Tab 2 for data dictionary & column descriptions.

State of Residence	CIP Code with Decimal	Student Standing	In-State Tuition Rate	Out-of-State Tuition Rate	MSEP Tuition Rate	Tuition Format	Credits Taken	Fall Term Tuition Charged
IN	99.0000	1	$10,000.00	$22,000.00	$15,000.00	per semester	15	$15,000.00
MN	13.0101	3	$10,000.00	$22,000.00	$15,000.00	per semester	18	$15,000.00
MO	22.0101	6	$12,000.00	$27,000.00	$18,000.00	per semester	12	$18,000.00

Questions?

Please reach out for support.

Jane Crosby-Schmidt
MHEC Project Manager
msep@mhec.org
612-677-2770 *(direct – call/text)*
Microsoft Bookings page

Thank you.

Appendix

How MHEC Uses MSEP Data

The submitted data are analyzed to produce the annual MSEP Data Report.

- This report tracks enrollment, participation of states and institutions, and estimated tuition savings year-over-year.
- Fall semester enrollment information is used to estimate students' tuition savings for the full academic year.
- Past years' reports can be found on the MHEC website.

About MHEC and the MSEP

MHEC

The Midwestern Higher Education Compact (MHEC) brings together leaders from Midwestern states to develop cost-savings opportunities, generate collaborative solutions to challenges and opportunities in higher education, and promote postsecondary alignment with workforce needs.

MHEC serves 11 states in the Midwest Census Region: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, and Wisconsin.

Learn more about MHEC

MSEP

The Midwest Student Exchange Program (MSEP), established in 1994, is a voluntary program operated by MHEC. Through the MSEP, participating institutions offer tuition discounts to students from the other participating states.

- Public institutions charge students no more than 150% of the in-state rate.
- Private institutions offer a 10% reduction on their tuition rate.

Eight MHEC states currently participate in the MSEP: Indiana, Kansas, Minnesota, Missouri, Nebraska, North Dakota, Ohio, and Wisconsin.

Learn more about the MSEP

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