INSTRUCTIONS FOR COMPLETING THE DEMAND SECTION:

Step 1

a. Visit the Integrated Postsecondary Education Data System (IPEDS), the information center created and maintained by the U.S. Department of Education's National Center for Education Statistics, created pursuant to 20 U.S.C. § 9541, that collects and analyzes data related to postsecondary education in order to access the Classification of Instructional Programs (CIP) to Standard Occupational Classification (SOC) crosswalk at the National Center for Education Statistics (NCES) website.

b. Download the most recent year CIP to SOC Crosswalk, the coding system developed by the U.S. Department of Education's National Center for Education Statistics that links instructional programs to occupations. A CIP to SOC relationship indicates that programs classified in the CIP code category prepare individuals for jobs classified in the Standard Occupational Classification category or "SOC." Open the file and make sure to open the "CIP-SOC" tab.

c. Identify and take note of the SOC code(s) for occupations associated with the proposed program's CIP code.

Step 2

a. Visit the Florida Department of Commerce's (FloridaCommerce) website to access the employment projections data on the State Colleges Projections Portal.

b. Select the proposing institution from the drop-down list, download and open the file, and make sure to be on the "Occs" tab.

c. Pursuant to Section 445.07, F.S., for each previously identified SOC code(s) from "Step 1 c" associated with the proposed program's CIP code, fill in the table using the employment projections data produced by FloridaCommerce.

d. For proposed programs without a listed SOC linkage, identify the appropriate SOC codes for which the program prepares graduates.