SUMMARY OF SIGNIFICANT CHANGES TO THE CDS FOR 2004-05

The items listed below are shaded in yellow throughout the spreadsheet's worksheets.

NEW ITEMS

A0A Request for feedback about problematic items.

CHANGED ITEMS

- The "Entrance Exams" section has been changed to reflect the changes in the SAT and ACT that will affect students applying in **Fall 2006**.
- I-1 The "Instructional Faculty" section's definitions have been improved and a table now indicates who should be included in or excluded from full- and part-time counts.
- J The instructions for the "Degrees Conferred" section now instruct respondents to base percentages on majors, not headcount.

PERMANENTLY DELETED OR TEMPORARILY DISCONTINUED ITEMS

E4-E8 The "Library Collections" section has been removed until a new Academic Libraries Survey is in the field.

DEFINITIONS

H Financial Aid Glossary: The definition of financial aid awarded has been clarified to mean "aid offered."

A. General Information

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	ed for reference on your institution's Web site?
If yes, please provide the URL of the	corresponding Web page:
analytic convention, cannot provide d	items on the CDS for which you cannot use the requested lata for the cohort requested, whose methodology is unclear, on comments in general. This information will not be published but CDS items.
Address Information	
Name of College/University:	University of North Carolina at Charlotte
Mailing Address:	9201 University City Boulevard
City/State/Zip/Country:	Charlotte/North Carolina/USA
Street Address (if different):	
City/State/Zip/Country:	
Main Phone Number:	704-687-2000
WWW Home Page Address:	http://www.uncc.edu/
Admissions Phone Number:	704-687-2213
Admissions Toll-Free Phone Number	
Admissions Office Mailing Address:	9201 University City Boulevard
City/State/Zip/Country:	Charlotte/North Carolina/USA
Admissions Fax Number:	704-687-6483
Admissions E-mail Address:	unccadm@email.uncc.edu
Is there a separate URL application	http://www/uncc.edu/admissions/jump/AdmissionsBridge.ht
site on the Internet? If so, please specify:	<u>ml</u>
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Public Private (nonprofit) Proprietary Classify your undergraduate institution Coeducational college Men's college Women's college Academic year calendar: Semester Quarter	ution:
Public Private (nonprofit) Proprietary Classify your undergraduate institution Coeducational college Men's college Women's college Academic year calendar: Semester Quarter Trimester	ution:
Source of institutional control (Che Public Private (nonprofit) Proprietary Classify your undergraduate institt Coeducational college Men's college Women's college Academic year calendar: Semester Quarter Trimester 4-1-4 Continuous	ution:

A5 Degrees offered by your institution:

Other (describe):

~3	Degrees offered by your montation.	
A5	Certificate	
A5	Diploma	
A5	Associate	
A5	Transfer Associate	
A5	Terminal Associate	
A5	Bachelor's	Χ
A5	Postbachelor's certificate	
A5	Master's	Χ
A5	Post-master's certificate	Χ
A5	Doctoral	Χ
A5	First professional	
A5	First professional certificate	

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B. ENROLLMENT AND PERSISTENCE

B1 Institutional Enrollment - Men and Women Provide numbers of students for each of the following categories as of the institution's official fall reporting date or as of October 15, 2004.

B 1		FULL-TIME PART-TI		FULL-TIME PART-TIME	TIME
B 1		Men	Women	Men	Women
B 1	Undergraduates				
B1	Degree-seeking, first-time				
	freshmen	1,184	1,417	15	13
B1	Other first-year, degree-seeking	572	542	53	101
B 1	All other degree-seeking	4,210	4,777	1,168	1,420
B1	Total degree-seeking	5,966	6,736	1,236	1,534
B1	All other undergraduates enrolled				
	in credit courses	12	14	163	214
B 1	Total undergraduates	5,978	6,750	1,399	1,748
B 1	First-Professional				
B 1	First-time, first-professional				
	students	0	0	0	0
B 1	All other first-professionals	0	0	0	0
B 1	Total first-professional	0	0	0	0
B 1	Graduate				
B 1	Degree-seeking, first-time	224	234	147	363
B 1	All other degree-seeking	241	272	626	885
B 1	All other graduates enrolled in				
	credit courses	16	40	242	681
B1	Total graduate	481	546	1015	1929
B 1	Total all undergraduates			<u>-</u>	15,875
B 1	Total all graduate and professional	students		<u>-</u>	3,971
B 1	GRAND TOTAL ALL STUDENTS			<u>-</u>	19,846

B2 Enrollment by Racial/Ethnic Category. Provide numbers of undergraduate students for each of the following categories as of the institution's official fall reporting date or as of October 15, 2004. Include international students only in the category "Nonresident aliens." Complete the "Total Undergraduates" column only if you cannot provide data for the first two columns.

B2		Degree-Seeking First-Time First Year	Degree-Seeking Undergraduates (include first-time first-year)	Total Undergraduates (both degree- and non-degree- seeking)
B2	Nonresident aliens	22	247	
B2	Black, non-Hispanic	273	2,334	
B2	American Indian or Alaska Native	13	56	
B2	Asian or Pacific Islander	144	806	
B2	Hispanic	62	395	
B2	White, non-Hispanic	2,115	11,634	
B2	Race/ethnicity unknown			
B2	TOTAL	2,629	15,472	0

Persistence

B3 Number of degrees awarded from July 1, 2003 to June 30, 2004

B3	Associate degrees	
B3	Bachelor's degrees	2,782
B3	Postbachelor's certificates	
B3	Master's degrees	849
B3	Post-Master's certificates	
B3	Doctoral degrees	26
B3	First professional degrees	
B3	First professional certificates	

Graduation Rates

The items in this section correspond to data elements collected by the IPEDS Web-based Data Collection System's Graduation Rate Survey (GRS). For complete instructions and definitions of data elements, see the IPEDS GRS instructions and glossary on the 2004 Web-based survey.

For Bachelor's or Equivalent Programs

Please provide data for the fall 1998 cohort if available. If fall 1998 cohort data are not available, provide data for the fall 1997 cohort.

Fall 1998 Cohort

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1998. Include in the cohort those who entered your institution during the summer term preceding fall 1998.

B4	Initial 1998 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking	
	undergraduate students; total all students:	
B5	Of the initial 1998 cohort, how many did not persist and did not graduate for the	
	following reasons: death, permanent disability, service in the armed forces, foreign aid	
	service of the federal government, or official church missions; total allowable	
	exclusions:	
B6	Final 1998 cohort, after adjusting for allowable exclusions: (subtract question B5 from	
	question B4)	0
B7	Of the initial 1998 cohort, how many completed the program in four years or less (by	
	August 31, 2002):	
B8	Of the initial 1998 cohort, how many completed the program in more than four years	
	but in five years or less (after August 31, 2002 and by August 31, 2003):	
B9	Of the initial 1998 cohort, how many completed the program in more than five years but	
	in six years or less (after August 31, 2003 and by August 31, 2004):	
B10		0
_		0
B11	Six-year graduation rate for 1998 cohort (question B10 divided by question B6):	#DIV/0!

Fall 1997 Cohort

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1997. Include in the cohort those who entered your institution during the summer term preceding fall 1997.

B 4	Initial 1997 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking	
	undergraduate students; total all students:	1,905
B5	Of the initial 1997 cohort, how many did not persist and did not graduate for the	
	following reasons: death, permanent disability, service in the armed forces, foreign aid	
	service of the federal government, or official church missions; total allowable	
	exclusions:	1

B6	Final 1997 cohort, after adjusting for allowable exclusions: (subtract question B5 from	
	question B4)	1,904
B7	Of the initial 1997 cohort, how many completed the program in four years or less (by	
	August 31, 2001):	419
B8	Of the initial 1997 cohort, how many completed the program in more than four years	
	but in five years or less (after August 31, 2001 and by August 31, 2002):	398
	Of the initial 1997 cohort, how many completed the program in more than five years but	
	in six years or less (after August 31, 2002 and by August 31, 2003):	118
B10	Total graduating within six years (sum of questions B7, B8, and B9):	935
B11	Six-year graduation rate for 1997 cohort (question B10 divided by question B6):	49%

For Two-Year Institutions

Please provide data for the 2001 cohort if available. If 2001 cohort data are not available, provide data for the 2000 cohort.

2001 Cohort

B12	Initial 2001 cohort, total of first-time, full-time degree/certificate-seeking students:	
	Of the initial 2001 cohort, how many did not persist and did not graduate for the	
	following reasons: death, permanent disability, service in the armed forces, foreign aid	
	service of the federal government, or official church missions; total allowable	
	exclusions:	
B14	Final 2001 cohort, after adjusting for allowable exclusions (Subtract question B13 from	
	question B12):	0
B15	Completers of programs of less than two years duration (total):	
B16	Completers of programs of less than two years within 150 percent of normal time:	
B17	Completers of programs of at least two but less than four years (total):	
B18	Completers of programs of at least two but less than four-years within 150 percent of	
	normal time:	
B19	Total transfers-out (within three years) to other institutions:	
B20	Total transfers to two-year institutions:	
B21	Total transfers to four-year institutions:	

2000 Cohort

B12	Initial 2000 cohort, total of first-time, full-time degree/certificate-seeking students:	
B13	Of the initial 2000 cohort, how many did not persist and did not graduate for the	
	following reasons: death, permanent disability, service in the armed forces, foreign aid	
	service of the federal government, or official church missions; total allowable	
	exclusions:	
B14	Final 2000 cohort, after adjusting for allowable exclusions (Subtract question B13 from	
	question B12):	0
B15	Completers of programs of less than two years duration (total):	
B16	Completers of programs of less than two years within 150 percent of normal time:	
B17	Completers of programs of at least two but less than four years (total):	
B18	Completers of programs of at least two but less than four-years within 150 percent of	
	normal time:	
B19	Total transfers-out (within three years) to other institutions:	
B20	Total transfers to two-year institutions:	
B21	Total transfers to four-year institutions:	

Retention Rates

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 2003 (or the preceding summer term). The initial cohort may be adjusted for students who departed for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government or official church missions. No other adjustments to the initial cohort should be made.

	Control on Cara 20 magon	
B22	For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate	
	students who entered your institution as freshmen in fall 2003 (or the preceding	
	summer term), what percentage was enrolled at your institution as of the date your	
	institution calculates its official enrollment in fall 2004?	

C. FIRST-TIME, FIRST-YEAR (FRESHMAN) ADMISSION

Applications

C1 First-time, first-year, (freshmen) students: Provide the number of degree-seeking, first-time, first-year students who applied, were admitted, and enrolled (full- or part-time) in fall 2004. Include early decision, early action, and students who began studies during summer in this cohort. Applicants should include only those students who fulfilled the requirements for consideration for admission (i.e., who completed actionable applications) and who have been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution). Admitted applicants should include wait-listed students who were subsequently offered admission.

C1	Total first-time, first-year (freshman) men who applied	3,800
C1	Total first-time, first-year (freshman) women who applied	5,048
		<u>.</u>

C1	Total first-time, first-year (freshman) men who were admitted	2,748
C1	Total first-time, first-year (freshman) women who were admitted	3,665

C1	Total full-time, first-time, first-year (freshman) men who enrolled	1,184
C1	Total part-time, first-time, first-year (freshman) men who enrolled	15

C1	Total full-time, first-time, first-year (freshman) women who enrolled	1,417
C1	Total part-time, first-time, first-year (freshman) women who enrolled	13

C2 Freshman wait-listed students (students who met admission requirements but whose final admission was contingent on space availability)

		Yes	No
C2	Do you have a policy of placing students on a waiting list?		Χ
C2	If yes, please answer the questions below for fall 2004 admissions:		
C2	Number of qualified applicants placed on waiting list		
C2	Number accepting a place on the waiting list		
C2	Number of wait-listed students admitted		

Admission Requirements

C3 High school completion requirement

UJ	riigii serieor compiction requirement	
C3	High school diploma is required and GED is	٧
	accepted	^
C3	High school diploma is required and GED is not	
	accepted	
C3	High school diploma or equivalent is not required	

C4 Does your institution require or recommend a general college-preparatory program for degreeseeking students?

C4	Require	X
C4	Recommend	
C4	Neither require nor recommend	

C5 Distribution of high school units required and/or recommended. Specify the distribution of academic high school course units required and/or recommended of all or most degree-seeking students using Carnegie units (one unit equals one year of study or its equivalent). If you use a different system for calculating units, please convert.

C5		Units	Units
		Required	Recommended
C5	Total academic units	16	
C5	English	4	
C5	Mathematics	3	
C5	Science	3	

C5	Of these, units that must be	1	
	lab	ı	
C5	Foreign language	2	
C5	Social studies	2	
C5	History		1
C5	Academic electives	2	
C5	Other (specify)		

Basis for Selection

C6 Do you have an open admission policy, under which virtually all secondary school graduates or students with GED equivalency diplomas are admitted without regard to academic record, test scores, or other qualifications? If so, check which applies:

C6	Open admission policy as described above for all students	
C6	Open admission policy as described above for most students, but	
C6	selective admission for out-of-state students	
C6	selective admission to some programs	
C6	other (explain)	

C7 Relative importance of each of the following academic and nonacademic factors in first-time, first-year, degree-seeking (freshman) admission decisions.

C7		Very Important	Important	Considered	Not Considered
C7	Academic				•
C7	Secondary school record	Х			
C7	Class rank				X
C7	Recommendation(s)			Χ	
C7	Standardized test scores	X			
C7	Essay				X
C7	Nonacademic				
C7	Interview				X
C7	Extracurricular activities			X	
C7	Talent/ability			Χ	
C7	Character/personal qualities			Χ	
C7	Alumni/ae relation				X
C7	Geographical residence			X	
C7	State residency			X	
C7	Religious				X
	affiliation/commitment				
C7	Minority status				X
C7	Volunteer work			X	
C7	Work experience			Χ	

SAT and ACT Policies

Note: The SAT I is now called SAT Reasoning or the SAT; SAT II Tests are now called SAT Subject Tests. As of March 2005 the SAT Reasoning Test will include a mandatory writing component; the SAT Subject Test in Writing will not be administered after January 2005. The ACT will have an optional writing component as of February 2005.

C8 Entrance exams

		Yes	No
C8A	Does your institution make use of SAT Reasoning Test, ACT, or SAT		
	Subject Test scores in admission decisions for first-time, first-year,	X	
	degree-seeking applicants?		

C8A If yes, place check marks in the appropriate boxes below to reflect your institution's policies for use in admission for **Fall 2006**.

C8A ADMISSION

C8A		Require	Recommend	Require for Some	Consider if Submitted	Not Used
C8A	SAT Reasoning Test only					
	ACT only					
C8A	SAT Reasoning or ACT	Χ				
	SAT Reasoning and SAT Subject Tests					
	SAT Reasoning and SAT Subject Tests or ACT					
C8A	SAT Subject Tests only					

C8A	Subject Tests or ACT					
C8A	SAT Subject Tests only					
	, ,		I.	1		
C8B	If your institution will make use of for Fall 2006, please indicate whi			r first-time, first-yea	r, degree-seeking a	applicar
C8B	ACT with Writing Component req		and although	X		
	ACT without Writing component a					
C8B	ACT with or without Writing comp	onent accepted				
C8C	If your institution will make use of	the new SAT Rea	soning Test score	s in admission dec	cisions for first-time	e, first-
	year, degree-seeking applicants f	or Fall 2006 , pleas	se indicate which (ONE of the followin	g applies:	
	New SAT Reasoning Test require			X		
C8C	New SAT Reasoning Test or the					
	March 2005 and without a writing	component) accep	oted			
	In addition, does your institution			ment or counseling	?	
C8D		Yes	No	_		
	Placement		X			
C8D	Counseling		X			
C8E	Does your institution use the SAT Re	asoning or SAT Sub	ject Tests or the AC	T for placement onl	/? If so, please	
	mark the appropriate boxes below:		DI 4 0 E 1 E 1 E		ı	
C8E			PLACEMENT	ln :		
C8E		Require	Recommend	Require for Some		
COE	SAT Reasoning					
	SAT Subject Tests					
	ACT					
	SAT Reasoning or ACT					
COE	SAT Reasoning of ACT					
COE	Latest date by which SAT or ACT	ecoree must be re	ceived for fall-			
COL	term admission	Scores must be re	ceived for fail-	July 1, 2004		
COF		t Toot oocras milet	ha raccived for			
COL	Latest date by which SAT Subject fall-term admission	i resi scores must	be received for			
	raii-terrii auriiissiori					
COD	If necessary use this space to cla	arify your tost police	ios (o a liftosta a	ro rocommonded fo	er somo studonto	

Freshman Profile

C8D

or if tests are not required of some students):

Provide percentages for ALL enrolled, degree-seeking, full-time and part-time, first-time, first-year (freshman) students enrolled in fall 2004, including students who began studies during summer, international students/nonresident aliens, and students admitted under special arrangements.

C9 Percent and number of first-time, first-year (freshman) students enrolled in fall 2004 who submitted national standardized (SAT/ACT) test scores. Include information for ALL enrolled, degree-seeking, first-time, first-year (freshman) students who submitted test scores. Do not include partial test scores (e.g., mathematics scores but not verbal for a category of students) or combine other standardized test results (such as TOEFL) in this item. SAT scores should be recentered scores. The 25th percentile is the score that 25 percent scored at or below; the 75th percentile score is the one that 25 percent scored at or above.

C9	Percent submitting SAT scores	98% Number submitting SAT scores	2588
C9	Percent submitting ACT scores	7% Number submitting ACT scores	185

C9		25th Percentile	75th Percentile
C9	SAT Verbal	480	570
C9	SAT Math	500	590
C9	ACT Composite	19	24
C9	ACT English	19	23
C9	ACT Math	19	24

Percent of first-time, first-year (freshman) students with scores in each range:

C9	Percent of first-time, first-year (fire	vitii scores ili eacii	range.	
C9		SAT Verbal	SAT Math	
C9	700-800	2.00%	2.00%	
C9	600-699	16.00%	22.00%	
C9	500-599	50.00%	53.00%	
C9	400-499	31.00%	22.00%	
C9	300-399	1.00%	1.00%	
C9	200-299	0.00%	0.00%	
	Totals should = 100%	100.00%	100.00%	
C9		ACT Composite	ACT English	ACT Math
C9	30-36	2.00%	4.00%	3.00%
C9	24-29	27.00%	40.000/	32.00%
	27 20	27.00%	19.00%	32.00%
C9	18-23	65.00%	63.00%	51.00%
	_ ' _ '			
C9	18-23	65.00%	63.00%	51.00%
C9 C9	18-23 12-17	65.00% 6.00%	63.00% 14.00%	51.00% 14.00%

C10 Percent of all degree-seeking, first-time, first-year (freshman) students who had high school class rank within each of the following ranges (report information for those students from whom you collected high school rank information).

	,			
C10	Percent in top tenth of high school graduating class	15%		
C10	Percent in top quarter of high school graduating class	47%		
C10	Percent in top half of high school graduating class	89%	Top half +	
C10	Percent in bottom half of high school graduating class	11%	bottom half = 100%	į
C10	Percent in bottom quarter of high school graduating class	1%		
C10	Percent of total first-time, first-year (freshmen) students who submitted	high school		
	class rank:		90%	

C11 Percentage of all enrolled, degree-seeking, first-time, first-year (freshman) students who had high school grade-point averages within each of the following ranges (using 4.0 scale). Report information only for those students from whom you collected high school GPA.

C11	Percent who had GPA of 3.0 and higher	90.00%	
C11	Percent who had GPA between 2.0 and 2.99	10.00%	
C11	Percent who had GPA between 1.0 and 1.99	0.00%	
C11	Percent who had GPA below 1.0	0.00%	
	Totals should = 100%	100.00%	
C12	Average high school GPA of all degree-seeking, firs	t-time, first-year	
	(freshman) students who submitted GPA:	·	3.5

Percent of total first-time, first-yea submitted high school GPA:	r (freshman) stud	lents who	99.00%	
Admission Policies Application Fee				
	Yes	No		
Does your institution have an	Х			
application fee? Amount of application fee:	\$50.00			
Amount of application ree.	Yes	No		
Can it be waived for applicants with financial need?	X	1.19		
Application closing date				
Dogo your institution have an	Yes	No		
Does your institution have an application closing date?	Х			
Application closing date (fall):	7/1			
Priority date:				
			Yes	No
Are first-time freshmen accepte	d for terms othe	er than the fall?	X	110
Must reply by (date): No set date: Must reply by May 1 or within _2 weeks if notified thereafter Other:	X	- - -		
Deferred admission		J	V [N-
B Does your institution allow studen	ts to postpone en	rollment after	Yes	No
admission?			X	
If yes, maximum period of postpo	nement:	1 Semester	-	
Early admission of high school	students			
			Yes	No
			Х	
		r more before high		
Does your institution allow high so first-time, first-year (freshman) stuschool graduation?		r more before high		
Does your institution allow high so first-time, first-year (freshman) stuschool graduation? Common Application	idents one year o		Yes	No
Does your institution allow high so first-time, first-year (freshman) stuschool graduation? Common Application Will you accept the Common App	idents one year o	d by the National	Yes X	No
Does your institution allow high so first-time, first-year (freshman) stu	lication distributed	d by the National		No X

Early Decision and Early Action Plans

Early		

C21		Yes	No
C21	Does your institution offer an early decision plan (an admission plan		
	that permits students to apply and be notified of an admission		
	decision well in advance of the regular notification date and that asks		X
	students to commit to attending if accepted) for first-time, first-year		
	(freshman) applicants for fall enrollment?		
	If "yes," please complete the following:		
C21	First or only early decision plan closing date		
C21	First or only early decision plan notification date		
C21	Other early decision plan closing date		
C21	Other early decision plan notification date		
	For the Fall 2004 entering class:		
	Number of early decision applications received by your institution		
C21	Number of applicants admitted under early decision plan		
C21	Please provide significant details about your early decision plan:		

C22 Early action

C22		Yes	No
	Do you have a nonbinding early action plan whereby students are notified of an admission decision well in advance of the regular notification date B27but do not have to commit to attending your college?	Х	
C22	If "yes " please complete the following:		

C22 If "yes," please complete the following:

C22	Early action closing date	10/15
C22	Early action notification date	12/1

D. TRANSFER ADMISSION

Fall Applicants

D1		Yes	No
	Does your institution enroll transfer students? (If no, please skip to Section E)	Х	
	If yes, may transfer students earn advanced standing credit by transferring credits earned from course work completed at other colleges/universities?	Х	

D2 Provide the number of students who applied, were admitted, and enrolled as degree-seeking transfer students in fall 2004.

D2		Applicants	Admitted Applicants	Enrolled Applicants
D2	Men	1,394	1,174	824
D2	Women	1,735	1,539	985
D2	Total	3,129	2,713	1,809

Application for Admission

D3 Indicate terms for which transfers may enroll:

D3	Fall	¥
D3	Winter	
D3	Spring	¥
D3	Summer	¥

D4		Yes	No
	Must a transfer applicant have a minimum number of credits completed or else must apply as an entering freshman?	Х	
D4	If yes, what is the minimum number of credits and the unit of measure?	24 CR. HRS.	

D5 Indicate all items required of transfer students to apply for admission:

DJ	indicate all items required of transfer students to apply for admission.					
D5		Required of All	Recommended of All	Recommended of Some	Required of Some	Not Required
D5	High school transcript	Χ				
D5	College transcript(s)	Χ				
D5	Essay or personal				Y	
	statement				^	
D5	Interview					
D5	Standardized test scores			X		
D5	Statement of good standing					
	from prior institution(s)	Χ				

D6	If a minimum high school grade point average is required of	
	transfer applicants, specify (on a 4.0 scale):	

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E. ACADEMIC OFFERINGS AND POLICIES

E1 Special study options: Identify those programs available at your institution. Refer to the glossary for definitions.

E1	Accelerated program	Х
E1	Cooperative (work-study) program	X
E1	Cross-registration	X
E1	Distance learning	X
E1	Double major	X
E1	Dual enrollment	X
E1	English as a Second Language (ESL)	X
E1	Exchange student program (domestic)	
E1	External degree program	
E1	Honors Program	X
E1	Independent study	X
E1	Internships	X
E1	Liberal arts/career combination	
E1	Student-designed major	
E1	Study abroad	X
E1	Teacher certification program	X
E1	Weekend college	X
E1	Other (specify):	X
	Wilderness Exploration Program	

E2 This question has been removed from the Common Data Set.

E3 Areas in which all or most students are required to complete some course work prior to graduation:

E 3	Arts/fine arts	Х
E 3	Computer literacy	X
E 3	English (including composition)	X
E 3	Foreign languages	X
E 3	History	X
E 3	Humanities	X
E 3	Mathematics	X
E 3	Philosophy	
E 3	Sciences (biological or physical)	X
E 3	Social science	X
E 3	Other (describe):	

Library Collections: The CDS Publishers will collect library data again when a new Academic Libraries Survey is fielded.

Report the number of holdings at the end of the 2002-03 fiscal year for each of the categories below. Refer to the Academic Libraries Survey, Section D "Library Collections," lines 22-26, column 2 for corresponding equivalents.

E4	Books, serial backfiles, and other paper materials (including government-	
	documents) [line 22]:	
E5	Current serial subscriptions [line 26]:	
E6	Microforms [line 24]:	
E7	Audiovisual materials [line 25]:	
E8	E-books [line 23]:	

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F. STUDENT LIFE

F1 Percentages of first-time, first-year (freshman) students and all degree-seeking undergraduates enrolled in fall 2004 who fit the following categories:

F1		First-time, first-year	
		(freshman)	Undergraduates
		students	
F1	Percent who are from out of state (exclude		
	international/nonresident aliens)	12%	9%
F1	Percent of men who join fraternities		5%
F1	Percent of women who join sororities		4%
F1	Percent who live in college-owned, -operated, or -		
	affiliated housing	74%	27%
F1	Percent who live off campus or commute	26%	73%
F1	Percent of students age 25 and older	1%	23%
F1	Average age of full-time students	18	21
F1	Average age of all students (full- and part-time)	18	25

F2 Activities offered Identify those programs available at your institution.

	Tion Times of Straight Index	<u> </u>
F2	Choral groups	Χ
F2	Concert band	Χ
F2	Dance	Χ
F2	Drama/theater	Χ
F2	Jazz band	Χ
F2	Literary magazine	Χ
F2	Marching band	
F2	Music ensembles	Χ
F2	Musical theater	Χ
F2	Opera	Χ
F2	Pep band	Χ
F2	Radio station	
F2	Student government	Χ
F2	Student newspaper	Χ
F2	Student-run film society	
F2	Symphony orchestra	
F2	Television station	Χ
F2	Yearbook	Χ

F3 ROTC (program offered in cooperation with Reserve Officers' Training Corps)

	Tro To (program energy in troops and in troo					
F3		On Campus	At Cooperating Institution	Name of Cooperating Institution		
F3	Army ROTC is offered:	Χ				
F3	Naval ROTC is offered:					
F3	Air Force ROTC is offered:	Χ				

F4 Housing: Check all types of college-owned, -operated, or -affiliated housing available for undergraduates at your institution.

	9 ,	
F4	Coed dorms	Χ
F4	Men's dorms	Χ
F4	Women's dorms	X

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F4	Apartments for married students	
F4	Apartments for single students	Χ
F4	Special housing for disabled students	Χ
F4	Special housing for international students	Х
F4	Fraternity/sorority housing	Χ
F4	Cooperative housing	
F4	Other housing options (specify):	

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G. ANNUAL EXPENSES

Provide 2005-2006 academic year costs of attendance for the following categories that are applicable to your institution.

X	Check here if your institution's 2005-2006 academic year costs of attendance are not available at this ting and provide an approximate date (i.e., month/day) when your institution's final 2005-2006 academic year costs of attendance will be available: Should be available Mid-July, 2005					
G1	Undergraduate full-time tuition, read room and board for a full-time usemester or 45 quarter hours for ins number of credits). A full academic to June; usually equated to two sem one-four plan. Room and board is demeal plan. Required fees include on tuition (e.g., registration, health, or a use).	ndergraduate student for titutions that derive ann year refers to the period esters, two trimesters, t efined as double occupa ly charges that all full-tin	or the FULL 2005-2006 ual tuition by multiplying of time generally exten hree quarters, or the perancy and 19 meals per time students must pay the	academic year (30 percedit hour cost by ding from September wriod covered by a fourweek or the maximum nat are not included in		
G1		First-Year	Undergraduates]		
	PRIVATE INSTITUTIONS			1		
	Tuition:					
G1	PUBLIC INSTITUTIONS					
	Tuition:					
	In-district					
G1	PUBLIC INSTITUTIONS					
	In-state (out-of-district):					
G1	PUBLIC INSTITUTIONS					
	Out-of-state:					
G1	NONRESIDENT ALIENS					
	Tuition:					
G1	REQUIRED FEES:					
	DOOM AND DOADD	ı	Г			
G1	ROOM AND BOARD:					
04	(on-campus)					
G1	ROOM ONLY:					
04	(on-campus)					
G1	BOARD ONLY:					
	(on-campus meal plan)			J		
C 4	Comprehensive tuition and room an	d board foo /if your	T T	1		
Gī	Comprehensive tuition and room and	` •				
	college cannot provide separate tuiti	ion and room and				
	board fees):		l	J		
G1	Other:					
GI	Outlot.					
G2			Minimum	Maximum		

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G2	Number of credits per term a student can take for the stated full-time tuition	12	
G3		Yes	No
G3	Do tuition and fees vary by year of study (e.g., sophomore, junior, senior)?		X
G4	If tuition and fees vary by undergraduate instructional progra	ım, describe briefly:	

G5 Provide the estimated expenses for a typical full-time undergraduate student:

G5		Residents	Commuters (living at home)	Commuters (not living at home)
G5	Books and supplies			
G5	Room only			
G5	Board only			
G5	Transportation			
G5	Other expenses			

G6	Undergraduate per-credit-hour charge	ges
G6	PRIVATE INSTITUTIONS:	
G6	PUBLIC INSTITUTIONS	
	In-district:	
G6	PUBLIC INSTITUTIONS	
	In-state (out-of-district):	
G6	PUBLIC INSTITUTIONS	
	Out-of-state:	
G6	NONRESIDENT ALIENS:	

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H. FINANCIAL AID

Aid Awarded to Enrolled Undergraduates

Enter total dollar amounts **awarded** to enrolled full-time and less than full-time degree-seeking undergraduates (**using the same cohort reported in CDS Question B1**, "total degree-seeking" **undergraduates**) in the following categories. (Note: If the data being reported are final figures for the 2003-2004 academic year (see the next item below), use the 2003-2004 academic year's CDS Question B1 cohort.) Include aid awarded to international students (i.e., those not qualifying for federal aid). **Aid that is non-need-based but that was used to meet need should** <u>be reported in the need-based aid columns</u>. (For a suggested order of precedence in assigning categories of aid to cover need, see the entry for "non-need-based scholarship or grant aid" on the last page of the definitions section.)

H1		2004-2005	2003-2004
		estimated	final
	Indicate the academic year for which data are reported for items H1, H2, H2A, and H6 below:	Х	

H3 Which needs-analysis methodology does your institution use in awarding institutional aid?

H3 Federal methodology (FM) X
H3 Institutional methodology (IM)
H3 Both FM and IM

H1		Need-based \$ (Include non-need-based aid used to meet need.)	Non-need- based \$ (Exclude non-need- based aid used to meet need.)
H1	Scholarships/Grants		
H1	Federal	\$11,239,390	\$0
H1	State (i.e., all states, not only the state in which your institution is located)	\$7,278,168	\$459,700
H1	Institutional (endowment, alumni, or other institutional awards) and external funds awarded by the college excluding athletic aid and tuition waivers (which are reported below)	\$317,934	\$411,025
H1	Scholarships/grants from external sources (e.g., Kiwanis, National Merit) not awarded by the college	\$867,977	\$773,997
H1	Total Scholarships/Grants	\$19,703,469	
H1	Self-Help		
H1	Student loans from all sources (excluding parent loans)	\$21,871,192	\$19,888,518
H1	Federal Work-Study	\$679,643	
H1	State and other (e.g., institutional) work-study/employment (Note:		
	Excludes Federal Work-Study captured above.)	\$0	\$2,298,246
H1	Total Self-Help	\$22,550,835	\$22,186,764
H1	Other		
H1	Parent Loans	\$0	\$6,026,987
H1	Tuition Waivers Reporting is optional. Report tuition waivers in this row if you choose to report them. Do not report tuition waivers elsewhere.	\$1,900	\$1,900
H1	Athletic Awards	\$642,077	\$1,251,955

H2 Number of Enrolled Students Awarded Aid: List the number of degree-seeking full-time and less-than-full-time undergraduates who applied for and were awarded financial aid from any source. Aid that is non-need-based but that was used to meet need should be counted as need-based aid. Numbers should reflect the cohort awarded the dollars reported in H1. Note: In the chart below, students may be counted in

more than one row, and full-time freshmen should also be counted as full-time undergraduates.

	more than one row, and full-time freshmen should also be counted as full-time undergraduates.				ales.
H2			First-time	Full-time	Less Than
			Full-time	Undergraduate	Full-time
			Freshmen	(Incl. Fresh.)	Undergraduate
H2	a)	Number of degree-seeking undergraduate students			
	1	(CDS Item B1 if reporting on Fall 2004 cohort)	2,720	12,733	2,751
		,	_,	,	_,
H2	h)	Number of students in line a who applied for need-			
ПΖ	J ,	based financial aid	1,770	7,689	1,187
	- \				
H2	c)		1,223	6,009	1,074
	L.	have financial need	,	,	,
H2	d)	Number of students in line c who were awarded any	1,154	5,752	947
		financial aid	1,104	0,702	547
H2	e)	Number of students in line d who were awarded any	005	4.000	C4.4
		need-based scholarship or grant aid	995	4,626	614
H2	f)	Number of students in line d who were awarded any			
	′	need-based self-help aid	956	4,900	776
H2	g)				
112	97	non-need-based scholarship or grant aid	240	651	34
110	h)	Number of students in line d whose need was fully met			
H2	'''		000	4.000	407
		(exclude PLUS loans, unsubsidized loans, and private	289	1,886	187
	L	alternative loans)			
H2	i)	On average, the percentage of need that was met of			
		students who were awarded any need-based aid.			
		Exclude any aid that was awarded in excess of need as	66.0%	64.0%	40.0%
		well as any resources that were awarded to replace	00.0%	04.0%	40.0%
		EFC (PLUS loans, unsubsidized loans, and private			
		alternative loans)			
H2	i)	The average financial aid package of those in line d .			
112	1/	Exclude any resources that were awarded to replace			
		EFC (PLUS loans, unsubsidized loans, and private	\$ 7,190	\$ 8,527	\$ 7,520
		alternative loans)			
	-	·			
H2	k)	Average need-based scholarship and grant award of	\$ 4,323	\$ 4,083	\$ 2,051
	Ľ	those in line e	¥ ,	, ,	, , ,
H2	I)	Average need-based self-help award (excluding PLUS			
		loans, unsubsidized loans, and private alternative	\$ 2,935	\$ 3,955	\$ 4,087
		<u>loans</u>) of those in line f			
H2	m)	Average need-based loan (excluding PLUS loans,			
_	Ι΄	unsubsidized loans, and private alternative loans) of			
	1	those in line f who were awarded a need-based loan	\$ 2,768	\$ 3,862	\$ 4,074
	Ь				

H2A Number of Enrolled Students Awarded Non-need-based Scholarships and Grants: List the number of degree-seeking full-time and less-than-full-time undergraduates who had no financial need and who were awarded institutional--not external--non-need-based scholarship or grant aid. Numbers should reflect the cohort awarded the dollars reported in H1. Note: In the chart below, students may be counted in more than one row, and full-time freshmen should also be counted as full-time undergraduates.

H2A		First-time Full-time Freshmen	Full-time Undergrad (Incl. Fresh.)	Less Than Full-time Undergrad		
H2A	and who were awarded institutional non-need-based scholarship or grant aid (exclude those who were awarded athletic awards and tuition benefits)	499	1,916	144		
H2A	 Average dollar amount of institutional non-need-based scholarship and grant aid awarded to students in line n 	\$ 5,854	\$ 5,772	\$ 4,860		
H2A	institutional non-need-based athletic scholarship or grant	32	126	1		
H2A	 q) Average dollar amount of institutional non-need-based athletic scholarships and grants awarded to students in line p 	\$ 6,135	\$ 6,913	\$ 2,450		
НЗ	Incorporated into H1 above.					
H4	Provide the percentage of the 2004 undergraduate cla 2003 and June 30, 2004 and borrowed at any time throstate, subsidized, unsubsidized, private, etc.; exclude purpose who borrowed while enrolled at your institution.	56%				
Н5	Report the average per-borrower cumulative undergrader. Do not include money borrowed at other institution		ss of those in line	\$17,730		
	Aid to Undergraduate Degree-seeking Nonresident Aliens (Note: Report numbers and dollar amounts for the same academic year checked in item H1.)					
Н6	Indicate your institution's policy regarding institutional seeking nonresident aliens:	scholarship and gr	ant aid for undergr	aduate degree-		
Н6	Institutional need-based scholarship or grant aid is ava		0			
H6 H6	Institutional non-need-based scholarship or grant aid is Institutional scholarship or grant aid is not available	s available	0			
Н6	If institutional financial aid is available for undergraduate degree-seeking nonresident aliens, provide the number of undergraduate degree-seeking nonresident aliens who were awarded need-based or non-need-based aid:			0		
Н6	Average dollar amount of institutional financial aid awa seeking nonresident aliens:	irded to undergrad	luate degree-	\$0		
Н6	Total dollar amount of institutional financial aid awarde seeking nonresident aliens:	d to undergraduat	e degree-	\$0		

Process for First-Year/Freshman Students

H7	Check off all financial aid forms domestic first-year (freshman) financial	aid applicants mu	st submit:
H7	FAFSA	X	
H7	Institution's own financial aid form		

H7	CSS/Financial Aid PROFILE						
H7							
H7							
H7	· · · · · · · · · · · · · · · · · · ·						
H7	Other (specify):						
110	Check off all financial aid forms nonresident alien first	voor financial oid a	annliaanta muat auhn				
H8	Check off all financial aid forms nonresident alien first- Institution's own financial aid form	year imanciai aid a	pplicants must subn				
H8							
H8	CSS/Financial Aid PROFILE						
H8	Foreign Student's Financial Aid Application						
H8	Foreign Student's Certification of Finances						
Н8	Other (specify):	L					
Н9	Indicate filing dates for first-year (freshman) students:	1					
H9	Priority date for filing required financial aid forms:		4/1				
Н9	Deadline for filing required financial aid forms:		NA				
Н9	No deadline for filing required forms (applications proc	essed on a	X				
	rolling basis):						
1140	Indicate natification dates for first year (freehman) at w	donto (anguer a ar	b).				
H10	Indicate notification dates for first-year (freshman) stud	denis (answer a or	υ).				
H10	a) Students notified on or about (date):	Vaa	NI ₀				
H10	b) Otodosta patitiod on a pulling basis.	Yes	No				
H10	b) Students notified on a rolling basis:	Χ					
H10	If yes, starting date:	3/15					
1144	Indicate raphy datas:						
H11	Indicate reply dates:	 					
H11	Students must reply by (date):	20.25.0					
H11	or within weeks of notification.	within 3 weeks					
	Types of Aid Available						
	Please check off all types of aid available to undergrad	Justoe at vour inctit	ution:				
⊔ 12	Loans	dates at your mon	ution.				
	FEDERAL DIRECT STUDENT LOAN PROGRAM (DI	DECT I OANI)					
H12	Direct Subsidized Stafford Loans	TECT LOAN)					
H12	Direct Unsubsidized Stafford Loans						
H12	Direct PLUS Loans						
H12	FEDERAL FAMILY EDUCATION LOAN PROGRAM (I	FFEL)					
	FFEL Subsidized Stafford Loans	,	Χ				
H12	FFEL Unsubsidized Stafford Loans		Х				
	FFEL PLUS Loans		Х				
		•					
H12	Federal Perkins Loans		Χ				
H12	Federal Nursing Loans						
H12	State Loans						
H12	College/university loans from institutional funds		Х				
H12	Other (specify):						
		-					

H13 Scholarships and Grants

H13 NEED-BASED:

H13	Federal Pell	Х
H13	SEOG	X
H13	State scholarships/grants	X
H13	Private scholarships	X
H13	College/university scholarship or grant aid from institutional funds	X
H13	United Negro College Fund	
H13	Federal Nursing Scholarship	
H13	Other (specify):	

H14 Check off criteria used in awarding institutional aid. Check all that apply.

H14		Non-Need Based	Need-Based
H14	Academics	X	
H14	Alumni affiliation		
H14	Art		
H14	Athletics	X	
H14	Job skills		
H14	ROTC		
H14	Leadership	X	
H14	Minority status		
H14	Music/drama	X	
H14	Religious affiliation		
H14	State/district residency		X

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

Please report the number of instructional faculty members in each category for Fall 2004. Include faculty who are on your institution's payroll on the census date your institution uses for IPEDS/AAUP.

11

The following definition of instructional faculty is used by the American Association of University Professors (AAUP) in its annual Faculty Compensation Survey. Instructional Faculty is defined as those members of the instructional-research staff whose major regular assignment is instruction, including those with released time for research. Use the chart below to determine inclusions and exclusions:

	Full-time	Part-time
(a) instructional faculty in preclinical and clinical medicine, faculty who are not paid (e.g., those who donate their services or are in the military), or research-only faculty, post-doctoral fellows, or pre-doctoral fellows		Include only if they teach one or more non- clinical credit courses
(b) administrative officers with titles such as dean of students, librarian, registrar, coach, and the like, even though they may devote part of their time to classroom instruction and may have faculty status		Include if they teach one or more non- clinical credit courses
(c) other administrators/staff who teach one or more non-clinical credit courses even though they do not have faculty status	Exclude	Include
(d) undergraduate or graduate students who assist in the instruction of courses, but have titles such as teaching assistant, teaching fellow, and the like	Exclude	Exclude
(e) faculty on sabbatical or leave with pay	Include	Exclude
(f) faculty on leave without pay	Exclude	Exclude
(g) replacement faculty for faculty on sabbatical leave or leave with pay	Exclude	Include
have titles such as teaching assistant, teaching fellow, and the like (e) faculty on sabbatical or leave with pay (f) faculty on leave without pay	Exclude	Exclude

Full-time instructional faculty: faculty employed on a full-time basis for instruction (including those with released time for research)

Part-time instructional faculty: Adjuncts and other instructors being paid solely for part-time classroom instruction. Also includes full-time faculty teaching less than two semesters, three quarters, two trimesters, or two four-month sessions. Employees who are not considered full-time instructional faculty but who teach one or more non-clinical credit courses may be counted as part-time faculty.

Minority faculty: includes faculty who designate themselves as black, non-Hispanic; American Indian or Alaska Native; Asian or Pacific Islander; or Hispanic.

Doctorate: includes such degrees as Doctor of Education, Doctor of Juridical Science, Doctor of Public Health, and Doctor of Philosophy degree in any field such as agronomy, food technology, education, engineering, public administration, ophthalmology, or radiology.

First-professional: includes the fields of dentistry (DDS or DMD), medicine (MD), optometry (OD), osteopathic medicine (DO), pharmacy (DPharm or BPharm), podiatric medicine (DPM), veterinary medicine (DVM), chiropractic (DC or DCM), law (JD) and theological professions (MDiv, MHL).

Terminal degree: the highest degree in a field: example, M. Arch (architecture) and MFA (master of fine arts).

I 1			Full-Time	Part-Time	Total
I 1	a)	Total number of instructional faculty	810	354	1164
I 1	b)	Total number who are members of minority groups	103	44	147
I 1	c)	Total number who are women	304	197	501
I 1	d)	Total number who are men	506	157	663
I1	e)	Total number who are nonresident aliens (international)	46	7	53
	f)	Total number with doctorate, first professional, or other terminal			
I 1		degree	698	102	800

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	g)	Total number whose highest degree is a master's but not a terminal			
I 1		master's	104	204	308
I1	h)	Total number whose highest degree is a bachelor's	7	45	52
	i١	Total number whose highest degree is unknown or other (Note:			
I 1	1)	Items f, g, h, and i must sum up to item a.)	1	3	4
	i١	Total number in stand-alone graduate/ professional programs in			
I 1	J <i>)</i>	which faculty teach virtually only graduate-level students	0	0	0

12 Student to Faculty Ratio

Report the Fall 2004 ratio of full-time equivalent students (full-time plus 1/3 part time) to full-time equivalent instructional faculty (full time plus 1/3 part time). In the ratio calculations, exclude both faculty and students in stand-alone graduate or professional programs such as medicine, law, veterinary, dentistry, social work, business, or public health in which faculty teach virtually only graduate-level students. Do not count undergraduate or graduate student teaching assistants as faculty.

12	Fall 2004 Student to Faculty ratio	15 to 1	(based on	students
			and	faculty).

13 Undergraduate Class Size

13

13 13 In the table below, please use the following definitions to report information about the size of classes and class sections offered in the Fall 2004 term.

Class Sections: A class section is an organized course offered for credit, identified by discipline and number, meeting at a stated time or times in a classroom or similar setting, and not a subsection such as a laboratory or discussion session. Undergraduate class sections are defined as any sections in which at least one degree-seeking undergraduate student is enrolled for credit. Exclude distance learning classes and noncredit classes and individual instruction such as dissertation or thesis research, music instruction, or one-to-one readings. Exclude students in independent study, co-operative programs, internships, foreign language taped tutor sessions, practicums, and all students in one-on-one classes. Each class section should be counted only once and should not be duplicated because of course catalog cross-listings.

Class Subsections: A class subsection includes any subsection of a course, such as laboratory, recitation, and discussion subsections that are supplementary in nature and are scheduled to meet separately from the lecture portion of the course. Undergraduate subsections are defined as any subsections of courses in which degree-seeking undergraduate students enrolled for credit. As above, exclude noncredit classes and individual instruction such as dissertation or thesis research, music instruction, or one-to-one readings. Each class subsection should be counted only once and should not be duplicated because of cross-listings.

Using the above definitions, please report for each of the following class-size intervals the number of class sections and class subsections offered in Fall 2004. For example, a lecture class with 800 students who met at another time in 40 separate labs with 20 students should be counted once in the "100+" column in the class section column and 40 times under the "20-29" column of the class subsections table.

Number of Class Sections with Undergraduates Enrolled

I3	Undergraduate Class Size (provide numbers)								
13	CLASS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
13	SECTIONS	3/18	/113	582	330	177	208	86	2153

CLASS SUB-	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
SECTIONS	68	95	111	52	0	0	0	326

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J. DEGREES CONFERRED

Degrees conferred between July 1, 2003 and June 30, 2004

J1 For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor's degrees awarded. To determine the percentage, use majors, not headcount (e.g., students with one degree but a double major will be represented twice). Calculate the percentage from your institution's IPEDS Completions by using the sum of 1st and 2nd majors for each CIP code as the numerator and the sum of the Grand Total by 1st Majors and the Grand Total by 2nd major as the denominator. If you prefer, you can compute the percentages using 1st majors only.

J1	Category	Diploma/Certificates	Associate	Bachelor's	CIP 1990 Categories to Include	CIP 2000 Categories to Include
J1	Agriculture				1 and 2	1
J1	Architecture			2.45%	4	4
J1	Area and ethnic studies			1.30%	5	5
J1	Biological/life sciences			3.85%	26	26
J1	Business/marketing			26.09%	8 and 52	52
J1	Communications/communication technologies			4.93%	9 and 10	9 and 10
J1	Computer and information sciences			4.32%	11	11
J1	Education			6.37%	13	13
J1	Engineering/engineering technologies			9.46%	14 and 15	14 and 15
J1	English			2.19%	23	23
J1	Foreign languages and literature			1.15%	16	16
J1	Health professions and related sciences			5.11%	51	51
J1	Home economics and vocational home economics			0.90%	19 and 20	19
J1	Interdisciplinary studies				30	30
J1	Law/legal studies				22	22
J1	Liberal arts/general studies				24	24
J1	Library science				25	25
J1	Mathematics			1.33%	27	27
J1	Military science and technologies				28 and 29	29
J1	Natural resources/environmental science				3	3
J1	Parks and recreation			1.11%	31	31
J1	Personal and miscellaneous services				12	12
J1	Philosophy, religion, theology			0.65%	38 and 39	38 and 39
J1	Physical sciences			1.48%	40 and 41	40 and 41
J1	Protective services/public administration			5.04%	43 and 44	43 and 44
J1	Psychology			6.91%	42	42
J1	Social sciences and history			11.08%	45	45 and 54
J1	Trade and industry				46, 47, 48, and 49	46, 47, 48, and 49
J1	Visual and performing arts			4.28%	50	50
J1	Other					
J1	TOTAL (should = 100%)	0.00%	0.00%	100.00%		

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Common Data Set Definitions

All definitions related to the financial aid section appear at the end of the Definitions document.

Items preceded by an asterisk (*) represent definitions agreed to among publishers which do not appear on the CDS document but may be present on individual publishers' surveys.

*Academic advisement: Plan under which each student is assigned to a faculty member or a trained adviser, who, through regular meetings, helps the student plan and implement immediate and long-term academic and vocational goals.

Accelerated program: Completion of a college program of study in fewer than the usual number of years, most often by attending summer sessions and carrying extra courses during the regular academic term.

Admitted student: Applicant who is offered admission to a degree-granting program at your institution.

*Adult student services: Admission assistance, support, orientation, and other services expressly for adults who have started college for the first time, or who are re-entering after a lapse of a few years.

American Indian or Alaska native: A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

Applicant (first-time, first year): An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution).

Application fee: That amount of money that an institution charges for processing a student's application for acceptance. This amount is *not* creditable toward tuition and required fees, nor is it refundable if the student is not admitted to the institution.

Asian or Pacific Islander: A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam.

Associate degree: An award that normally requires at least two but less than four years of full-time equivalent college work.

Bachelor's degree: An award (baccalaureate or equivalent degree, as determined by the Secretary of the U.S. Department of Education) that normally requires at least four years but *not* more than five years of full-time equivalent college-level work. This includes ALL bachelor's degrees conferred in a five-year cooperative (work-study plan) program. (A cooperative plan provides for alternate class attendance and employment in business, industry, or government; thus, it allows students to combine actual work experience with their college studies.) Also, it includes bachelor's degrees in which the normal four years of work are completed in three years.

Black, **non-Hispanic**: A person having origins in any of the black racial groups of Africa (except those of Hispanic origin).

Board (charges): Assume average cost for 19 meals per week or the maximum meal plan.

Books and supplies (costs): Average cost of books and supplies. Do not include unusual costs for special groups of students (e.g., engineering or art majors), unless they constitute the majority of students at your institution.

Calendar system: The method by which an institution structures most of its courses for the academic year.

*Career and placement services: A range of services, including (often) the following: coordination of visits of employers to campus; aptitude and vocational testing; interest inventories, personal counseling; help in resume writing, interviewing, launching the job search; listings for those students desiring employment and those seeking permanent positions; establishment of a permanent reference folder; career resource materials.

Carnegie units: One year of study or the equivalent in a secondary school subject.

Certificate: See Postsecondary award, certificate, or diploma.

Class rank: The relative numerical position of a student in his or her graduating class, calculated by the high school on the basis of grade-point average, whether weighted or unweighted.

College-preparatory program: Courses in academic subjects (English, history and social studies, foreign languages, mathematics, science, and the arts) that stress preparation for college or university study.

Common Application: The standard application form distributed by the National Association of Secondary School Principals for a large number of private colleges who are members of the Common Application Group.

*Community service program: Referral center for students wishing to perform volunteer work in the community or participate in volunteer activities coordinated by academic departments.

Commuter: A student who lives off campus in housing that is not owned by, operated by, or affiliated with the college. This category includes students who commute from home and students who have moved to the area to attend college.

Contact hour: A unit of measure that represents an hour of scheduled instruction given to students. Also referred to as clock hour.

Continuous basis (for program enrollment): A calendar system classification that is used by institutions that enroll students at any time during the academic year. For example, a cosmetology school or a word processing school might allow students to enroll and begin studies at various times, with no requirement that classes begin on a certain date.

Cooperative housing: College-owned, -operated, or -affiliated housing in which students share room and board expenses and participate in household chores to reduce living expenses.

Cooperative (work-study plan) program: A program that provides for alternate class attendance and employment in business, industry, or government.

*Counseling service: Activities designed to assist students in making plans and decisions related to their education, career, or personal development.

Credit: Recognition of attendance or performance in an instructional activity (course or program) that can be applied by a recipient toward the requirements for a degree, diploma, certificate, or other formal award.

Credit course: A course that, if successfully completed, can be applied toward the number of courses required for achieving a degree, diploma, certificate, or other formal award.

Credit hour: A unit of measure representing an hour (50 minutes) of instruction over a 15-week period in a semester or trimester system or a 10-week period in a quarter system. It is applied toward the total number of hours needed for completing the requirements of a degree, diploma, certificate, or other formal award.

Cross-registration: A system whereby students enrolled at one institution may take courses at another institution without having to apply to the second institution.

Deferred admission: The practice of permitting admitted students to postpone enrollment, usually for a period of one academic term or one year.

Degree: An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies.

Degree-seeking students: Students enrolled in courses for credit who are recognized by the institution as seeking a degree or formal award. At the undergraduate level, this is intended to include students enrolled in vocational or occupational programs.

Differs by program (calendar system): A calendar system classification that is used by institutions that have occupational/vocational programs of varying length. These schools may enroll students at specific times depending on the program desired. For example, a school might offer a two-month program in January, March, May, September, and November; and a three-month program in January, April, and October.

Diploma: See Postsecondary award, certificate, or diploma.

Distance learning: An option for earning course credit at off-campus locations via cable television, internet, satellite classes, videotapes, correspondence courses, or other means.

Doctoral degree: The highest award a student can earn for graduate study. The doctoral degree classification includes such degrees as Doctor of Education, Doctor of Juridical Science, Doctor of Public Health, and the Doctor of Philosophy degree in any field such as agronomy, food technology, education, engineering, public administration, ophthalmology, or radiology. For the Doctor of Public Health degree, the prior degree is generally earned in the closely related field of medicine or in sanitary engineering.

Double major: Program in which students may complete two undergraduate programs of study simultaneously.

Dual enrollment: A program through which high school students may enroll in college courses while still enrolled in high school. Students are not required to apply for admission to the college in order to participate.

Early action plan: An admission plan that allows students to apply and be notified of an admission decision well in advance of the regular notification dates. If admitted, the candidate is not committed to enroll; the student may reply to the offer under the college's regular reply policy.

Early admission: A policy under which students who have not completed high school are admitted and enroll full time in college, usually after completion of their junior year.

Early decision plan: A plan that permits students to apply and be notified of an admission decision (and financial aid offer if applicable) well in advance of the regular notification date. Applicants agree to accept an offer of admission and, if admitted, to withdraw their applications from other colleges. There are three possible decisions for early decision applicants: admitted, denied, or not admitted but forwarded for consideration with the regular applicant pool, without prejudice.

English as a Second Language (ESL): A course of study designed specifically for students whose native language is not English.

Exchange student program-domestic: Any arrangement between a student and a college that permits study for a semester or more at another college **in the United States** without extending the amount of time required for a degree. **See also Study abroad**.

External degree program: A program of study in which students earn credits toward a degree through independent study, college courses, proficiency examinations, and personal experience. External degree programs require minimal or no classroom attendance.

Extracurricular activities (as admission factor): Special consideration in the admissions process given for participation in both school and nonschool-related activities of interest to the college, such as clubs, hobbies, student government, athletics, performing arts, etc.

First professional certificate (postdegree): An award that requires completion of an organized program of study designed for persons who have completed the first professional degree. Examples could be refresher courses or additional units of study in a specialty or subspecialty.

First professional degree: An award in one of the following fields: Chiropractic (DC, DCM), dentistry (DDS, DMD), medicine (MD), optometry (OD), osteopathic medicine (DO), rabbinical and Talmudic studies (MHL, Rav), Pharmacy (BPharm, PharmD), podiatry (PodD, DP, DPM), veterinary medicine (DVM), law (LLB, JD), divinity/ministry (BD, MDiv).

First-time student: A student attending any institution for the first time at the level enrolled. Includes students enrolled in the fall term who attended a postsecondary institution for the first time at the same level in the prior summer term. Also includes students who entered with advanced standing (college credit earned before graduation from high school).

First-time, first-year (freshman) student: A student attending any institution for the first time at the undergraduate level. Includes students enrolled in the fall term who attended college for the first time in the prior summer term. Also includes students who entered with advanced standing (college credits earned before graduation from high school).

First-year student: A student who has completed less than the equivalent of 1 full year of undergraduate work; that is, less than 30 semester hours (in a 120-hour degree program) or less than 900 contact hours.

Freshman: A first-year undergraduate student.

*Freshman/new student orientation: Orientation addressing the academic, social, emotional, and intellectual issues involved in beginning college. May be a few hours or a few days in length; at some colleges, there is a fee.

Full-time student (undergraduate): A student enrolled for 12 or more semester credits, 12 or more quarter credits, or 24 or more contact hours a week each term.

Geographical residence (as admission factor): Special consideration in the admission process given to students from a particular region, state, or country of residence.

Grade-point average (academic high school GPA): The sum of grade points a student has earned in secondary school divided by the number of courses taken. The most common system of assigning numbers to grades counts four points for an A, three points for a B, two points for a C, one point for a D, and no points for an E or F. Unweighted GPA's assign the same weight to each course. Weighting gives students additional points for their grades in advanced or honors courses.

Graduate student: A student who holds a bachelor's or first professional degree, or equivalent, and is taking courses at the post-baccalaureate level.

*Health services: Free or low cost on-campus primary and preventive health care available to students.

High school diploma or recognized equivalent: A document certifying the successful completion of a prescribed secondary school program of studies, or the attainment of satisfactory scores on the Tests of General Educational Development (GED), or another state-specified examination.

Hispanic: A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Honors program: Any special program for very able students offering the opportunity for educational enrichment, independent study, acceleration, or some combination of these.

Independent study: Academic work chosen or designed by the student with the approval of the department concerned, under an instructor's supervision, and usually undertaken outside of the regular classroom structure.

In-state tuition: The tuition charged by institutions to those students who meet the state's or institution's residency requirements.

International student: See Nonresident alien.

Internship: Any short-term, supervised work experience usually related to a student's major field, for which the student earns academic credit. The work can be full- or part-time, on- or off-campus, paid or unpaid.

*Learning center: Center offering assistance through tutors, workshops, computer programs, or audiovisual equipment in reading, writing, math, and skills such as taking notes, managing time, taking tests.

*Legal services: Free or low cost legal advice for a range of issues (personal and other).

Liberal arts/career combination: Program in which a student earns undergraduate degrees in two separate fields, one in a liberal arts major and the other in a professional or specialized major, whether on campus or through cross-registration.

Master's degree: An award that requires the successful completion of a program of study of at least the full-time equivalent of one but not more than two academic years of work beyond the bachelor's degree.

Minority affiliation (as admission factor): Special consideration in the admission process for members of designated racial/ethnic minority groups.

*Minority student center: Center with programs, activities, and/or services intended to enhance the college experience of students of color.

Nonresident alien: A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

*On-campus day care: Licensed day care for students' children (usually age 3 and up); usually for a fee.

Open admission: Admission policy under which virtually all secondary school graduates or students with GED equivalency diplomas are admitted without regard to academic record, test scores, or other qualifications.

Other expenses (costs): Include average costs for clothing, laundry, entertainment, medical (if not a required fee), and furnishings.

Out-of-state tuition: The tuition charged by institutions to those students who do not meet the institution's or state's residency requirements.

Part-time student (undergraduate): A student enrolled for fewer than 12 credits per semester or quarter, or fewer than 24 contact hours a week each term.

*Personal counseling: One-on-one or group counseling with trained professionals for students who want to explore personal, educational, or vocational issues.

Post-baccalaureate certificate: An award that requires completion of an organized program of study requiring 18 credit hours beyond the bachelor's; designed for persons who have completed a baccalaureate degree but do not meet the requirements of academic degrees carrying the title of master.

Post-master's certificate: An award that requires completion of an organized program of study of 24 credit hours beyond the master's degree but does not meet the requirements of academic degrees at the doctoral level.

Postsecondary award, certificate, or diploma: Includes the following three IPEDS definitions for postsecondary awards, certificates, and diplomas of varying durations and credit/contact hour requirements—

Less Than 1 Academic Year: Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in less than 1 academic year (2 semesters or 3 quarters) or in less than 900 contact hours by a student enrolled full-time.

At Least 1 But Less Than 2 Academic Years: Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 1 but less than 2 full-time equivalent academic years, or designed for completion in at least 30 but less than 60 credit hours, or in at least 900 but less than 1,800 contact hours.

At Least 2 But Less Than 4 Academic Years: Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 2 but less than 4 full-time equivalent academic years, or designed for completion in at least 60 but less than 120 credit hours, or in at least 1,800 but less than 3,600 contact hours.

Private institution: An educational institution controlled by a private individual(s) or by a nongovernmental agency, usually supported primarily by other than public funds, and operated by other than publicly elected or appointed officials.

Private for-profit institution: A private institution in which the individual(s) or agency in control receives compensation, other than wages, rent, or other expenses for the assumption of risk.

Private nonprofit institution: A private institution in which the individual(s) or agency in control receives no compensation, other than wages, rent, or other expenses for the assumption of risk. These include both independent nonprofit schools and those affiliated with a religious organization.

Proprietary institution: See Private for-profit institution.

Public institution: An educational institution whose programs and activities are operated by publicly elected or appointed school officials, and which is supported primarily by public funds.

Quarter calendar system: A calendar system in which the academic year consists of three sessions called quarters of about 12 weeks each. The range may be from 10 to 15 weeks. There may be an additional quarter in the summer.

Race/ethnicity: Category used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. A person may be counted in only one group.

Race/ethnicity unknown: Category used to classify students or employees whose race/ethnicity is not known and whom institutions are unable to place in one of the specified racial/ethnic categories.

Religious affiliation/commitment (as admission factor): Special consideration given in the admission process for affiliation with a certain church or faith/religion, commitment to a religious vocation, or observance of certain religious tenets/lifestyle.

*Religious counseling: One-on-one or group counseling with trained professionals for students who want to explore religious problems or issues.

*Remedial services: Instructional courses designed for students deficient in the general competencies necessary for a regular postsecondary curriculum and educational setting.

Required fees: Fixed sum charged to students for items not covered by tuition and required of such a large proportion of all students that the student who does NOT pay is the exception. Do not include application fees or optional fees such as lab fees or parking fees.

Resident alien or other eligible non-citizen: A person who is not a citizen or national of the United States and who has been admitted as a legal immigrant for the purpose of obtaining permanent resident alien status (and who holds either an alien registration card [Form I-551 or I-151], a Temporary Resident Card [Form I-688], or an Arrival-Departure Record [Form I-94] with a notation that conveys legal immigrant status, such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian).

Room and board (charges)—on campus: Assume double occupancy in institutional housing and 19 meals per week (or maximum meal plan).

Secondary school record (as admission factor): Information maintained by the secondary school that may include such things as the student's high school transcript, class rank, GPA, and teacher and counselor recommendations.

Semester calendar system: A calendar system that consists of two semesters during the academic year with about 16 weeks for each semester of instruction. There may be an additional summer session.

Student-designed major: A program of study based on individual interests, designed with the assistance of an adviser.

Study abroad: Any arrangement by which a student completes part of the college program studying in another country. Can be at a campus abroad or through a cooperative agreement with some other U.S. college or an institution of another country.

*Summer session: A summer session is shorter than a regular semester and not considered part of the academic year. It is not the third term of an institution operating on a trimester system or the fourth term of an institution operating on a quarter calendar system. The institution may have 2 or more sessions occurring in the summer months. Some schools, such as vocational and beauty schools, have year-round classes with no separate summer session.

Talent/ability (as admission factor): Special consideration given to students with demonstrated talent/abilities in areas of interest to the institution (e.g., sports, the arts, languages, etc.).

Teacher certification program: Program designed to prepare students to meet the requirements for certification as teachers in elementary, middle/junior high, and secondary schools.

Transfer applicant: An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has previously attended another college or university and earned college-level credit.

Transfer student: A student entering the institution for the first time but known to have previously attended a postsecondary institution at the same level (e.g., undergraduate). The student may transfer with or without credit.

Transportation (costs): Assume two round trips to student's hometown per year for students in institutional housing or daily travel to and from your institution for commuter students.

Trimester calendar system: An academic year consisting of 3 terms of about 15 weeks each.

Tuition: Amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.

*Tutoring: May range from one-on-one tutoring in specific subjects to tutoring in an area such as math, reading, or writing. Most tutors are college students; at some colleges, they are specially trained and certified.

Unit: a standard of measurement representing hours of academic instruction (e.g., semester credit, quarter credit, contact hour).

Undergraduate: A student enrolled in a four- or five-year bachelor's degree program, an associate degree program, or a vocational or technical program below the baccalaureate.

*Veteran's counseling: Helps veterans and their dependents obtain benefits for their selected program and provides certifications to the Veteran's Administration. May also provide personal counseling on the transition from the military to a civilian life.

*Visually impaired: Any person whose sight loss is not correctable and is sufficiently severe as to adversely affect educational performance.

Volunteer work (as admission factor): Special consideration given to students for activity done on a volunteer basis (e.g., tutoring, hospital care, working with the elderly or disabled) as a service to the community or the public in general.

Wait list: List of students who meet the admission requirements but will only be offered a place in the class if space becomes available.

Weekend college: A program that allows students to take a complete course of study and attend classes only on weekends.

White, non-Hispanic: A person having origins in any of the original peoples of Europe, North Africa, or the Middle East (except those of Hispanic origin).

*Women's center: Center with programs, academic activities, and/or services intended to promote an understanding of the evolving roles of women.

Work experience (as admission factor): Special consideration given to students who have been employed prior to application, whether for relevance to major, demonstration of employment-related skills, or as explanation of student's academic and extracurricular record.

Financial Aid Definitions

Awarded aid: The dollar amounts offered to financial aid applicants.

Financial aid applicant: Any applicant who submits **any one of** the institutionally required financial aid applications/forms, such as the FAFSA.

Indebtedness: Aggregate dollar amount borrowed through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; excluding parent loans) while the student was enrolled at an institution. Student loans co-signed by a parent are assumed to be the responsibility of the student and **should** be included.

Institutional and external funds: Endowment, alumni, or external monies for which the institution determines the recipient or the dollar amount awarded.

Financial need: As determined by your institution using the federal methodology and/or your institution's own standards.

Need-based aid: College-funded or college-administered award from institutional, state, federal, or other sources for which a student must have financial need to qualify. This includes both institutional and noninstitutional student aid (grants, jobs, and loans).

Need-based scholarship or grant aid: Scholarships and grants from institutional, state, federal, or other sources for which a student must have financial need to qualify.

Need-based self-help aid: Loans and jobs from institutional, state, federal, or other sources for which a student must demonstrate financial need to qualify.

Non-need-based scholarship or grant aid: Scholarships and grants, gifts, or merit-based aid from institutional, state, federal, or other sources (including unrestricted funds or gifts and endowment income) awarded solely on the basis of academic achievement, merit, or any other non-need-based reason. When reporting questions H1 and H2, non-need-based aid that is used to meet need should be counted as need-based aid.

Note: Suggested order of precedence for counting non-need money as need-based:

Non-need institutional grants

Non-need tuition waivers

Non-need athletic awards
Non-need federal grants
Non-need state grants
Non-need outside grants
Non-need student loans
Non-need parent loans
Non-need work

Non-need-based self-help aid: Loans and jobs from institutional, state, or other sources for which a student need not demonstrate financial need to qualify.

Scholarships/grants from external sources: Monies received from outside (private) sources that the student brings with them (e.g., Kiwanis, National Merit scholarships). The institution may process paperwork to receive the dollars, but it has no role in determining the recipient or the dollar amount awarded.

Work study and employment: Federal and state work study aid, and any employment packaged by your institution in financial aid awards.