GENERAL INFORMATION

AO. Respondent Inform ation (Not for Pu blicatio n)

Name: VANN NEWKIRK

Title: DIRECTOR OF INSTITUTIONAL EFFECTIVENESS

Office: INSTITUTIONAL EFFECTIVENESS

Mailing Add ress: Fort Valley State University

1005 State University Drive

Fort Valley, GA 31030

Sui te 319, Troup Building

Phone: 478.822.7594

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E-mai l Address: [NEWKIRKV@FVSU.EDU](mailto:NEWKIRKV@FVSU.EDU)

Are your responses to the CDS posted for reference on your institution 's Web site? r8J Yes 0 No

I f yes, please provide the URL of t he corresponding Web page:

AOA. We i nvite you to indicate if t here are items on the CDS for which you can not use the requested analytic convention, cannot provide data for the cohort requested, whose methodology is unclear, or about which you have questions or comments i n general. This information wi ll not be publ ished but will hel p the publ ishers further

refine CDS items.

A I. Address Info rmation

Name of College or Universi ty:

Mail ing Add ress, City/State/Zip/Cou ntry:

Street Address (if d ifferent), City/State/Zi p/Co untry: Main Phone Number:

WWW Home Page Address: Admissions Phone Number:

FORT VALLEY STATE UNIVERSITY FORT VALLEY, GEORGIA 31030

1005 STATE UNIVERSITY DRIVE

478.825.6211

[WWW.FVSU.EDU](http://WWW.FVSU.EDU/)

877.462.3878

Adm issions Toll-free Number: 877.462.3878

Admissions Office Mai li ng Address, C ity/State/Zip/Country:

1005 STATE UNIVERSITY DR.CV TROUP BLDG. ROOM I30

Admissions Fax Number: 478.825.6249

Admissions E-mail Address: [COLEYD@FVSU.EDU](mailto:COLEYD@FVSU.EDU)

If there is a separate URL for your school 's online application, please specify: [www.GOCOLLEGE41l.ORG](http://www.GOCOLLEGE41l.ORG/)

I f you have a mai ling address other than the above to which applications shou ld be sent, pl ease prov ide:

A2. Sou rce of institutiona l control *(check one only)*

r8] Pu blic

0 Private (non profit)

0 Proprietary

A3. Classify your undergraduate instit ution:

r8] Coed ucationa l college

0 Men 's college

0 Women 's college

A4. Aca d emic yea r calend a r

r8J Semester

0 Quarter

0 Trimester

0 Other (descri be):

0 4-1-4

0 Continuous

0 Differs by program (describe):

I I Page

AS. Degrees offered by your institution

D Certificate D Postbachelor's certificate

D Diploma [8] Master's

[8] Associate D Post-master's certi ficate

D Transfer D Doctoral degree

research/schola rship

D Terminal D Doctoral degree ­

professional practice

[8] Bachelor's D Doctoral degree -- other

B. ENROLLMENT AND PERSISTENCE

Bt. Institutional E nrollment- Men a nd Women: Provide numbers of students for each of the foll owing categories as of the institution 's official fall reporting da te or as of October 1 5, 20 I 0. Note: Report students formerl y designa ted as "first professional" in the graduate cells.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | FULL-TIM E | | PART-TIME | |
|  | Men | Women | Men | Women |
| Undergraduates |  |  |  |  |
| Degree-seeking, first-time  freshmen | 331 | 486 | 16 | 23 |
| Other first-year, degree-  seeking | 236 | 281 | 54 | 75 |
| A ll other degree-seeking | 748 | 990 | 173 | 153 |
| *Total degree-seeking* |  |  |  |  |
| Al l other undergraduates  enrolled in credit courses |  |  |  |  |
| *Total undergraduates* | 1315 | 1757 | 243 | 250 |
| Graduate |  |  |  |  |
| Degree-seeking, first-time | 10 | 21 | 6 | 34 |
| All other degree-seeking | 16 | 82 | 23 | 24 |
| All other graduates enrolled  in credit courses |  |  | I |  |
| *Total graduate* | 26 | 103 | 30 | 58 |

|  |  |
| --- | --- |
| Tota l all undergraduates: | 3565 |
| Total all graduate: | 217 |
| GRA N D TOTAL ALL STUDENTS: | 3783 |

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82. Enrollment by RaciaVEthnic Category. Provide numbers of undergraduate students for each of the followi ng categories as of the institution 's offici al fall reporting da te or as of October 15, 20 I 0. I nclude international students onl y in the category "Nonresident aliens." Complete the "Tota l Undergraduates" column only if you ca nnot provide data for the first two columns. Report as your institut ion reports to I PEDS: persons who a re Hispan ic should be reported onl y on the Hispanic line, not under any race, and persons who are n on-Hispa ni c multi-racial should be reported on l y under "Two or more races."

|  |  |  |  |
| --- | --- | --- | --- |
|  | Degree-seeking  First-time First year | Degree-seeking  U ndergraduates (include first-time first-yea r) | Total  U ndergraduates (both degree- a nd non- degree-seeking) |
| Nonresident al iens |  | 18 |  |
| Hispa nic |  | II |  |
| Black or Africa n American, non-  Hispa nic | 843 | 3450 |  |
| White, non-Hispanic | 8 | 48 |  |
| American Indian or Alaska Native, non-  Hispanic |  |  |  |
| Asian, non-Hispanic | I | 5 |  |
| Native Hawaiian or other Pacific  Islander, non-Hispanic |  |  |  |
| Two or more races, non-Hispanic | 2 | 17 |  |
| Race and/or ethnicity\_ unknown | 2 | 17 |  |
| Total | 856 | 3566 |  |

Persistence

83. Number of degrees awarded by your institution from July I, 2009, to June 30, 2010.

Certificate/diploma

Associate degrees

Bachelor's degrees 246

Postbachelor's certificates

Master's degrees 41

Post-master's certificates

Doctoral degrees - research/scholarship Doctoral degrees- professional practice Doctoral degrees - other

Graduation Rates

The items in this section correspond to data elements collected by the IPEDS Web-based Data Collection System 's Graduation Rate Su rvey (GRS). For complete instructions and definitions of data elements, see the I PE DS GRS instructions a nd glossary on the 20 I 0 Web-based sur vey.

For Bachelor's or Equiva lent Programs

Please provide data for the Fall2004 cohort if available. I f Fall 2004 cohort data are not available, provide data for the Fall

2003 cohort.

Fa ll 2003 Cohort Fa ll 2004 Cohort

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in Fa ll\_2003. Include in the cohort those who entered your institution during the summer term

preced ing Fall 2003.

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Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in Fall 2004. Include in the cohort those who entered you r institution during the summer term

preceding Fall 2004.

B4. Initial 2003 cohort of first-time, lci\1-timc bachelor's (or equivalent) degree-seeking undergraduate students; total all students: 502

BS. Of the initial 2003 coh011, how many did not persist and did not graduate for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions: :?,

B6. Final 2003cohort, after adjusting for allowable exclusions: 500

(Subtract question 85 from question 134)

87. Of the initial 2003 cohort, how many completed the program in four years or less (by August 31, 2007): 66

88. Of the initial 2003 cohort, how many completed the program in more than four years but in five years or less (after August 3 I, 2007 and by August 3 I, 2008): 102

89. Of the initial 2003 cohort, how many completed the program in more than five years but in six years or less (after August 3 I, 2008 and by August 3 I, 2009): 29

Bl 0. Total graduating within six years (sum of questions

87, 138, and 89): 197

BtL Six-year graduation rate for 2003 cohort (question

13 I 0 divided by question 86): 39%

B4. Initial 2004 cohort of first-time, llrll-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students: 457

BS. Of the initial 2004 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the fCderal government, or official church missions; total allowable exclusions: Unknown

B6. Final 2004 cohort, aller adjusting for allowable

exclusions: 457

(Subtract question B5 from question 134)

ll7. Of the initial 2004 cohort, how many completed the program in four years or less (by August 3 I, 2008): 43

B8. Of the initial 2004 cohort, how many completed the program in more than four years but in five years or less (after August 3 I, 2008 and by August 3 I, 2009): Jl

89. Of the initial 2004 cohort, how many completed the program in more than five years but in six years or less (after August 3 I, 2009 and by August 3 I, 20 I 0): 24

**IHO.** Total graduating within six years (sum of questions

B7, BS, and 139): 98

Ill I. Six-year graduation rate for 2004 cohort (question

B I 0 divided by question 86): ll%

**For Two- Year Institutions**

Please provide data for the 2007 cohor1 if available. If2007 cohort data are not available, provide data for the 2006 coh011.

2006 Cohort

BJ2. Initial 2006 cohort, total of first-time, full-time degree/certificate-seeking students:

Bl3. Of the initial 2006 cohort, how many did not persist and did not graduate for the following reasons: death, permanently disability, or service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:

B14. Final 2006 coho11, after adjusting for allowable exclusions•---------c-

(Subtract question 13 I 3 from question B I 2)

BIS. Completers of programs oflcss than two years duration (total): \_

816. Completers of programs of less than two years within 150 percent of normal time: \_

2007 Cohort

812. Initial 2007 cohort, total of first-time, full-time dcgree/certi ficate-seeking students:

B13. Of the initial2007 cohort, how many did not persist and did not graduate for the following reasons: death, permanently disability, or service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:

Bl4. Final2007 cohort, after adjusting for allowable exclusions, - --c-

(Subtract question 813 from question 8 I 2)

815. Completers of programs of less than two years duration (total): -------

B16. Completers of programs of less than two years within !50 percent ofnonnal time: \_

Bl7. Completers of programs of at least two but less than

four years (total):------· -·-··

Ill?. Completers of programs of at least two but less than

four years (total): -·· . ·-·-·-· ----·-·

IllS. Completers of programs of at least two but less than four-years within 150 percent of normal time:

lll9. Total transfers-out (within three years) to other

institutions:

BI8. Complcters of programs of at least two but less than four-years within 150 percent of normal time:

ll19. Total transfers-out (within three years) to other

institutions:

ll20. Total transfers to two-year institutions: B20. Total transfers to two-year institutions:

821. Total transfers to four-year institutions: B2 t. 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 2009 (or the preceding summer term). The initial cohort may be adjusted for students who departed f(>r the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government or ontcial church missions. No other adjustments to the initial cohort should be made.

ll22. For the coh011 of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in Fall 2009 (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in Fall20!0? 62%

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

Applications

Ct. First-time, first-year (freshman) students: Provide the number of degree-seeking, first-tim e, first-year students who applied, were admitted, a nd enrol led (full- or part-time) in Fa ll 20 I 0. Incl ude ea rl y decision, early action, and students who began studies during summer in this cohort. Appli cants shou ld include on l y those studen ts wh o fulfill ed the requirements for consideration for admission (i.e., who com pleted actionable appli ca ti ons) and who have been notified of one of the following actions: admission, non-admiss ion, placement on waiting list, or applicat ion withdrawn (by applicant or institution). Adm itted appli cants should include wait-listed students who were subsequentl y offered admission.

Total first-time, first-year (freshma n) men who appl i ed

Total first-time, first-year (freshman) women who applied

Total first-time, first-year (freshma n) men w h o were admitted

Total first-time, first-year (freshma n) women w ho were admitted

Total fu ll-time, first-time, first-yea r (freshma n) men w ho enrolled



Total part-time, first-time, first-year (freshm a n) men who enrolled

Total full-time, first-time, first-year (freshma n) women w ho enrolled

Total part-time, first-time, first-year (freshman) women who enrolled

C2. Freshman wait-listed students (students who met adm ission requirements but whose final admission was contingent on space avai lability)

Do you have a policy of placi ng students on a waiti ng list? DYes No

If yes, please a nswer the questions bel ow for Fall 20 I 0 ad missions:

Number of qualified appl icants offered a place on waiting list

N umber accepting a place on the waiting list

Number of wait-listed st udents ad mitted

Is your waiting list ranked?

If yes, do you release that informati on to students?

Do you release that information to school counselors?



Admission Requirements

C3. High school completion requirement

Check the a ppropriate box to identifY your high school completion requirement for degree-seeking entering students: High school diploma is requ ired and GED is accepted

D High school di ploma is required and GED is not accepted

D High school diploma or equivalent is not required

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

Require

D Recommend

D Neither require nor recommend

CS. Distribution of high sc hool units requ ired and /or recommended. Specify the distributi on of academic high school course units required and/or recommended of a ll or most degree-seeking students using Carnegie units (one unit equals one year of study or its equivalent). If ou use a different system for calculating units, piease convert.

|  |  |  |
| --- | --- | --- |
|  | Un its Requ i red | Un its Recommended |
| Total academic units | 16 | 16 |
| English | 4 | 4 |
| Mathematics | 4 | 4 |
| Science | 3 | 3 |
| Of these, units that must be lab |  |  |
| Foreign language | 2 | 2 |
| Social studies | l | 1 |
| History | 2 | 2 |
| Academ ic electives | - | - |
| Computer Science | - | - |
| Visual/Performing Atts | - | - |
| Other *(specify)* |  |  |

Basis for Selection

C6. Do you have a n open admission policy, under wh ich virtually all secondary school graduates or students with G ED equivalency diplomas are admitted without regard to academic record, test scores, or other qual i fications? If so, check which applies:

Open admission policy as described a bove for all students \_ Open admission policy as described a bove for most students, but

selective admission for out-of-state students selecti ve admission to some programs \_

other (explain) --- -- --------- -- -------- -- ----

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

Very Importa nt Important Considered Not Considered

*Academic*

Rigor of secondary school record D D D Class rank D D D Academic GPA D D D Standardized test scores D D D Application Essay D D D Recommendation D D D

*Nonacademic*

Interview D D D Extracurricu lar activities D D D Talent/ability D D D Character/personal qua liti es D D D First generation D D D A l umn i/ie relation D D D Geographical residence D D D D State residency D D D Religious affiliation/commitment D D D Racial/ethnic status D D D Volunteer work D D D Work experience D D D Level of applicant 's interest D D D D

SAT and ACT Policies

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CS. Entrance exams

A. Does your institution make usc of SAT, ACT, or SAT Subject Test scmcs in admission decisions for first-time, first-year, degree-seeking applicants? r;;'l Ycs D No

If yes, place check marks in the appropriate boxes below to reflect your institution's policies for usc in admission for

Fall2012.

ADMISSION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Require | Rccommcud | Require for  Some | Consider If  Submitted | Not Used |
| SAT or ACT | ISJ | D | D | D | D |
| ACT only | D | D | D | D | D |
| SAT only | D | D | D | D | D |
| SAT and SAT Subject Tests or | D | D | D | D | D |
| ACT |  |  |  |  |  |
| SAT Subject Tests | D | D | D | D | D |

B. If your institution will make use of the ACT in admission decisions for first-time, first-year, degree-seeking applicants for Fall2012, please indicate which ONE of the following applies (regardless of whether the writing score will be used in the admissions process):

\_ACT with Writing component required

\_ACT with Writing component recommended.

X ACT with or without Writing component accepted

C. Please indicate how your institution will use the SAT or ACT essay component; check all that apply.

SAT essay ACT essay For admission D D For:Oiacement D D

For advising D D In olaee of an aoolication essav D D As a validitY check on the aoolication essav D D No college oolicy as of now D D Not usino essav comooncnt D D

D. In addition, does your institution use applicants' test scores for academic advising?

Xyes\_no

E. Latest date by which SAT or ACT scores must be received for fall-term admission July

Latest date by which SAT Subject Test scores must be received for fall-term admission June

F. If necessary, use this space to clarify your test policies (e.g., if tests are recommended for some students, or if tests are not required of some students): ----··-···-··-··-----

G. Please indicate which tests your institution uses for placement (e.g., state tests):

SAT

ACT 1SJ SAT Subject Tests ISJ AP 0

CLEP 0

Institutional Exam D

State Exam (specify):. \_

Freshman Profile

Provide percentages for ALL enrolled, degree-seeking, full-time and part-tim e, first-time, first-yea r (freshm a n) students enrolled in Fa ll 20 I 0, including students who began stud ies during summer, international students/nonresiden t al iens, and students adm itted under special arrangements.

C9. Percent and number of first-time, first-yea r (freshman) students enrolled in Fall2010 who s ubmitted national standardized (SAT/ACT) test scores. Include information for ALL enrolled, degree-see king, first-time, first-yea r (freshman) students w ho submitted test scores. Do not incl ude partial test scores (e.g., mathematics scores bu t not critical reading for a category of students) or combine other sta ndard i zed test results (such as TOEFL) in this item . Do not convert SAT scores to ACT scores and vice versa.

The 25t h percentile is the score that 25 percent scored at or below; the 75th percentile score i s the one that 25 percent scored at or above.

Percent submitting SAT scores

Percent submitting ACT scores

Number submitti ng SAT scores

Number submitting ACT scores

|  |  |  |
| --- | --- | --- |
|  | 25th Percentile | 75th Percentile |
| SAT Crit ical Read ing | 390 | 450 |
| SAT Math | 390 | 460 |
| SAT Writing | 370 | 450 |
| SAT Essay |  |  |
| ACT Composite | 16 | 19 |
| ACT Math | 16 | 18 |
| ACT English | 16 | 20 |
| ACT Writing |  |  |

Percent of first-ti me, first-year (freshman) students With scores m each range:

|  |  |  |  |
| --- | --- | --- | --- |
|  | SAT Critica l Reading | SAT Math | SAT Writing |
| 700-800 |  |  |  |
| 600-699 | (3) .5% | (2) .5% | (I) .5% |
| 500-599 | (57) II% | (58) 11% | (35) 7% |
| 400-499 | (321) 62% | (319) 62% | (251) 52% |
| 300-399 | (127) 25% | (125) 24% | (180) 38% |
| 200-299 | (8) 1.5% | (12) 2.5% | (13) 2.5% |
|  | 100% | 100% | 100% |

|  |  |  |  |
| --- | --- | --- | --- |
|  | ACT Composite | ACT En glish | ACT Math |
| 30-36 | (\_ ) | (2) 1% | (1) .5% |
| 24-29 | (8)3% | (11)4% | (II) 3.5% |
| 1 8-23 | (136) 46% | (127) 43% | (103) 35% |
| 1 2-17 | (145) 49% | (136) 46% | (178) 61% |
| 6-11 | (2) 1% | (17) 6% |  |
| Below 6 |  |  |  |
|  | 100% | 100% | 100% |

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).

Percent in top tenth of high school graduating class 5% Percent in top quarter of high school gradua ting class 23%

Percent in top half of high school graduating class 51% } Top half + bottom hal f = 100%. Percent in bottom half of high school graduating class 49%

Percent in bottom quarter of high school graduating class 17%

Percent of total first-time, first-year (freshman) students who submitted high school class rank: 33%

Cll. 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.

|  |  |
| --- | --- |
| Percent who had GPA of3.75 and higher | 3% |
| Percent who had GPA between 3.50 and 3.74 | 4% |
| Percent who had GPA between 3.25 and 3.49 | 8% |
| Percent who had GPA between 3.00 and 3.24 | 13% |
| Percent who had GPA between 2.50 and 2.99 | 45% |
| Percent who had GPA between 2.0 and 2.49 | 26% |
| Percent who had G PA between 1 .0 and I.99  Percent who had GPA below 1 .0 | 1% |
|  | 100% |

C12. Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA:

2.74

Percent of total first-time, first-year (freshma n) students who submitted high school G PA: 97%

Admission Policies

Cl3. Application fee

Does your institut ion have an application fee? Amount of application fee: $30.00

Can it be waived for applicants with financia l need?

[8:1 Yes 0 No

0 Yes 0 No

If you have an application fee and an on-line application option, please indicate policy for students who apply on-line: Same fee: $30.00

Free: Reduced:

Can on-line application fee be waived for applicants with financial need? Yes/no

C14. Application closing date

Does your institution have a n application closing date? Application closing date (fall): July 19th

Priority date:

[8:1 Yes 0 No

CIS. Are first-time, first-year students accepted for terms other than the fall? [8:1 Yes 0 No

C16. Notification to applicants of admission decision sent *(fill in one only)*

On a rolling basis beginning (date): On-going

By (date): \_\_\_\_

Other: \_

C17. Reply policy for admitted applicants *(fill in one only)*

Must reply by (date): Rolling

No set da te XX

Must reply by May I or within weeks i f noti fied thereafter

Other:

Deadline for housing deposit (MMDD): Amount of housing deposit:

Refundable if student does not enroll?

*K.* Yes, in full

Yes, in part

No

August 28th

$200.00

CIS. Deferred admission: Does you r i nstit u tion a llow students to postpone enrollment after admission?

Yes 0 No

I f yes, maxim u m period of postponement: 1 Year

C19. Early admission of high school students: Does your institution allow high school students to enroll as full-t ime, first- time, first-year (freshma n) students one year or more before high school grad uation? D Yes D No

C20. Common Application: Question removed from CDS. (Initiated during 2006-2007 cycle) Early Decision and Early Action Plans

C21. Early decision: Does your institution offer an early decision pla n (a n admission pla n that permits students to apply and be notified of an admission decision well in ad va nce of the regula r notification date a nd that asks students to commit to attending i f accepted) for first-time, fi rst-year (freshma n) a ppl ica nts for fa ll enrollment? D Yes D No

I f"yes," please complete the followi ng:

Fi rst or only early decision pla n closi ng date

Fi rst or only ea rly decision plan notification date

Other early decision plan closing date

Other earl y decision plan notification date For the Fall2010 entering class:

N umber of early decision applications received by your institution

N umber of applicants admitted under ea rl y decision pla n

Please provide significant details a bout your ea rly decision plan: -------------- - - -

C22. Early action: Do you ha ve a nonbinding earl y action pla n whereby students are noti fied of an admission decision well i n adva nce of the regular notification date but do not have to comm it to attending your college?

DYes No

If"yes," please complete the following: Early action closing date

Early action noti ficat ion date

Is your early action plan a "restrictive" plan under which you l imit students from applying to other earl y plans?

DYes No

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•

D. TRANSFER ADMISSION Fall Applicants

01. Does your institution enroll transfer students? C8] Yes D ' No

(If no, please sk ip to Section E)

If yes, may transfer students earn advanced sta nding credit by tran sferring credits ea rned from co urse work completed at other colleges/universities? C8] Yes DNo

02. Provide the number of students w ho applied, were admitted, and enrol led as degree-seeking transfer students in Fall

2010.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Applicants | Admitted Applicants | Enrolled Applicants |
| Men | 200 | 112 | 61 |
| Women | 213 | 150 | 75 |
| Unknown | 8 | 1 |  |
| Total | 417 | 263 | 136 |

Application for Admission

03. Indicate terms for which transfers may enroll:

C8] Fall D Winter C8] Spring D Summer

04. Must a transfer appl icant have a minimum number of credits completed or else must appl y as an entering freshman?

C8] Yes DNo

If yes, what is the minimum number of credits a nd the unit of measure?

05. Indicate all items req uired of transfer students to apply for adm ission:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Required of All | Reco mme nded of All | Recommended of Some | Requ ired of  Some | Not required |
| High school transcript |  |  | X (Less 30 hrs) |  |  |
| College transcript(s) | X |  |  |  |  |
| Essay or personal statement |  |  |  |  |  |
| Interv iew |  |  |  |  |  |
| Standardized test scores | X |  |  |  |  |
| Statement of good standing  from prior institution(s) | X |  |  |  |  |

06. If a minimum high school grade poi nt average is required of transfer applicants, specify

(on a 4.0 scale): 2.25

07. If a m inim um college grade point average is required of transfer applicants, specify

(on a 4.0 scale): 2.0

08. List any other application requirements specific to transfer applicants:

**D9.** List application pri ority, closing, notification, a nd ca ndidate repl y da tes for transfer students. I f applica ti ons are reviewed on a continuous or rolling basis, place a check mark in the "Rolling admission" col umn.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Priority Date** | **Closing Date** | **Notification Date** | **Reply Date** | **Rolling**  **Adm ission** |
| Fall |  |  |  |  | **X** |
| Winter |  |  |  |  |  |
| Spring |  |  |  |  | **X** |
| Summer |  |  |  |  | **X** |

**DIO.** Does an open admission pol icy, if reported, a pply to transfer students? **0** Yes r8J No

**D11.** Describe additional requirements for transfer admission, if applicable:

**Transfer Credit Policies**

**Dl2.·** Report the lowest grade ea rned for any course that may be transferred for credit: **1.89**

**D13.** Maximum number of credits or courses that may be transferred from a two-year institution: Number Unit type **80**

**Dl4.** Maxi mum number of cred its or courses that may be trans ferred from a four-year institution: Number Unit type **80**

**D15.** Minimum number of credits that transfers must complete at your institution to earn a n associate degree: **60**

**D16.** Minimum number of cred its that transfers must com plete at your inst itutio n to ea rn a bach elor's degree: **127**

**D1 7.** Describe other transfer credit policies:

E. ACADEMIC OFFERINGS AND POLICIES

El. Specia l study options: I dentify those programs available at your institution. Refer to the glossary for defi nit ions.

0 Accelerated program

0 Cooperative education program

0 Cross-registration

0 Distance learning

0 Dou ble major

0 Dual enrollment

0 English as a Second Language (ESL)

0 Exchange st udent program (domesti c)

0 External degree program

0 Other (specify):

E2. Has been removed f rom the CDS.

0 Honors program

0 Independent stud y

0 I nternships

0 Liberal a rts/career combina tion

0 Student-designed major

D Study abroad

0 Teacher certificat i on program

0 Weekend college

E3. Areas in which all or most st udents are req uired to co mplete som e course work prio r to gradu ation:

0 Arts/fine arts 0 Huma nities

0 Computer literacy 0 Mathematics

0 English (i ncluding composition) 0 Ph ilosophy

0 Foreign languages 0 Sciences (biological or physical)

0 History 0 Social science

0 Other (describe):

E4. Library Collections:

Books, serial back fi les and other paper materials (include government documents) E-Books:

Microforms : Audiovisual materials: Current serial titles: 632

Electronic reference sources a nd aggregation services

Is the library collection entirely electronic? ¥-es/ No

Services Number

94,731

33,454

**1,141**

1,838

Interlibrary loa ns and documents provided to other lib ra ries:

Returnable: 290

Non-ret urnable: 153

Tota l provided: 443

Interlibrary loa ns and documents received: Returnable: 216

Non-returnable: 153

Documents received from commercial services: Tota l received: 369

Circulation:

General circulation transactions: 4,251

Reserve circulation transactions: 775

Information services to groups:

Number of presentations: 34

Total attenda nce at all presentations: 632

N um ber in a Serv ices ty pical week

|  |  |
| --- | --- |
| Number of weekly pubI ic service hours: | 82 |
| Gate count i n a typical week | 60 |
| Reference transactions in a typica l week | 2,768 |

Services Yes/No

Does your libra ry provide the following?

Documents d igitized by the library staff: No Library reference serv ice by e-mai l or the Web: Yes Technology to assist patrons with disabi l ities (e.g., TDD, specia lly equ i pped Work stat ions) Yes Electron ic theses and d issertat i ons produced by your student 's : Yes

Yes/No

Does your postsecond a ry insti t u tion h ave t he following, or h as it do ne t h e followi ng?

A definition of information l iteracy or of an i nformation literate student: No I ncorporated information li teracy in the insti tution's mission: No Incorporated information literacy in the institut ion 's strategi c plan: No An i nstitution-wide committee to i mplement the strategic plans for i nformation literacy: No The strategic plan formally recogn izes the l ibrary's role i n i nformation l iteracy

I nst ruction? No

N u mber of full-time Sa la ries a nd wages and Staff equivalents (FTEs) (whole dollars on ly) Librarian 's:

Other professional staff: 1

Tota l li b raria ns a nd ot her profession a l staff

$305,892

A ll other paid staff(except student assista nts): *1*

Student assistants from all funding sources: 1.1 $4,500.00 (From general Budget) Tota l full-time eq uivalen t (FTE) staff

14 $194,945

Are employee fringe benefits paid from the li brary budget? (Yes/Ne) Yes

Employee fringe benefits (if paid from library budget) $ 161,945

Expendit u res Amount (whole d olla rs only)

Tota l sa la ries a nd wages (from previous page): $662,055

Information resources:

One-time purchases of books, serial back files and other materials

Electronic

Audiovisual

Ongoing commitments to serial subscriptions

Electronic serials

Other information resources:

Document delivery/interlibrary loan

Preservation

Other expenditures for information resources

Operating expenditures:

$32,981

$22,981

$10,000

$169,781

$136,813

$2000

$2,000

$50,000

|  |  |
| --- | --- |
| Computer hardware and software (include maintenance) | $ 11,502 |
| Bibliographic utilities, networks and consortia | $33,260 |
| All other operating expend itures | $46,750 |
| TOTAL EXPENDITURES | $1,147,143.00 |

F. STUDENT LIFE

Fl. Percentages of first-time, first-year (freshman) degree-seeking st udents and degree-seeking undergraduates e nrolled in Fall 20 I 0 who fit the following categories:

Percent who are from out of state (exclude international /nonresident aliens from the numerator and denominator)

Percent of men who join fraternities

Percent of women who join sororities

Percent who live in college-owned, -operated, or -affiliated hous ing

Percent who live off campus or commute Percent of students age 25 and older Average age of full-time students

Average age of al l students (full- and part-time)

First-time, first-year

(freshman) students

Undergraduates

**F2. Activities offered Identify those programs available at your institution.**

D Campus Ministries

D Choral groups

D Concer1 band

D Dance

D Drama/theater

D International Student

**Organization**

D Jazz band

**D Literary magazine**

D Marching band

D Model UN

D Music ensembles

D Musical theater

D Opera

D Pep band

**D Radio station**

D Student government

D Student newspaper

D Student-run film society

D Symphony orchestra

**0 Television station**

D Year·book

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

Army ROTC is offered: DOn campus

**D At cooperating institution (name):**

Naval ROTC is offered: DOn campus

D At cooperating institution (name): \_



Air Force ROTC is offered: DOn campus

D At cooperating institution (name):

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

**institution.**

D Coed dorms

D Men's dorms

D Women's dorms

D Apartments for married students

D Apartments for single students

D Special housing for disabled students

D Special housing for international students

D Fraternity/sorority housing

D Cooperative housing

D Theme housing

D Wellness housing

D Other housing options (specify): ---- - --- --- -·----------· ·-·---· -- ·

G. ANNUAL EXPENSES

GO. Please provide the URL of your institution's net price calcu lator:---------------- Provide 2011-2012 academic year costs of attendance for the following catego ries that are applicable to your

institution.

0 Check here if you r institution's 20 11 -20 1 2 academ i c year costs of attendance a re not avai l able at this time and provide a n approximate date (i.e., month/day) when your institution's fina l 20 I 1 -2012 academic yea r costs of attendance will be available:

Gl. Undergraduate full-tim e tuition, required fees, room and board

List the typical tuition, required fees, a nd room and board for a full-time undergraduate student for the FULL 2011-2012 academic year (30 semester hours or 45 quarter hours for institutions that derive annual tuition by multiplying credit

hour cost by number of credits). A full academ ic year refers to the period of time generally extending from September to June; usually equated to two semesters, two trimesters, three quarters, or the period covered by a four-one-four pla n. Room and board is defined as double occupancy and 19 mea ls per week or the max imum meal plan. Required fees include on l y charges that all full-time students must pay that are *1101* included in tuition (e.g., registration, health, or activity fees.) Do *1101* include optional fees (e.g., parking, laboratory use).

|  |  |  |
| --- | --- | --- |
|  | FIRST-YEAR | UNDERGRADUATES |
| PRJVATE INSTITUTION  Tuition: |  |  |
| PUBLIC I NSTITUTION  Tuition:  In-d istrict: | $4274.00 | $4274.00 |
| In-state (out-of-district): | $4274.00 | $4274.00 |
| Out-of-state: | $15,888.00 | $15,888.00 |
| NONRESIDENT ALIEN:  Tuition: | $15,888.00 | $15,888.00 |
| REQUIRE D FEES: | $1288.00 | $1288.00 |
| ROOM AND BOARD: (on-campus) | $6496.00 | $6496.00 |
| ROOM ONLY:  (on-campus) | $3696.00 | $3696.00 |
| BOARD ONLY:  (on-campus meal plan) | $2800.00 | $2800.00 |

Comprehensi ve tuition and room and board fee (if your college cannot provide separate tuition and room and board fees):

Other:

G2. Number of credits per term a student can take for the stated fu ll-time t uition 12 mm1mum max imum

G3. Do tuition and fees vary by year of study (e.g., sophomore, junior, senior)? 0 Yes [8J No

G4. Do tuition and fees vary by undergraduate instruction a l program? 0 Yes [8J No

If yes, what percentage of full-time undergraduates pay more than the tuition and fees reported in G1?

G5. Provide the estimated expenses for a typical fu ll-time undergraduate student:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Residents | Commuters  (living at home) | Commuters  (not l iving at home) |
| Books and suppl ies: | $1,300.00 | $1,300.00 | $1,300.00 |
| Room on ly: |  |  | $5,000.00 |
| Board only: |  | $650.00 | $900.00 |
| Room and board total (if  your college cannot provide separate room and board figures for commuters not living at home): |  |  |  |
| Transportation: | $100.00 | $1,300.00 | $1,300.00 |
| Other expenses: | $500.00 | $500.00 | $500.00 |

G6. Undergraduate per-credit-hour charges (tuition only):

|  |  |
| --- | --- |
| PRIVATE INSTITUTIONS: |  |
| PUBLIC INSTITUTIONS  In-district: | $143/Semester |
| In-state (out-of-district): | $143 |
| Out-of-state: | $530 |
| NONRESIDENT ALIENS: | $530 |

H. FINANCIAL AID

Please refer to the following financial aid definitions when completing Section H.

**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 F AFSA.

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

**Institutional scholarships and grants:** Endowed scholarships, annual gills and tuition funded grants for which the

institution determines the recipient.

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

**Need-based aid:** College-funded or college-administered award fi·om institutional, state, federal, or other sources for which a student must have financial need to qualify. This includes both institutional and non-institutional student aid (grants, jobs,

and loans).

Need-based scholarship or grant aid: Scholarships and grants fi·om 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**

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 H 1 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.

External scholarships and grants: Scholarships and grants received from outside (private) sources that students bring 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.

Aid Awa rded to Enrolled Undergraduates

**Ht.** Enter total dollar amounts awarded to enrolled full-time a nd less tha n full-time degree-seeking undergraduates (usin g the same cohort reported in CDS Question **Bl,** "tota l d egree-seeking" undergraduates) in the following categori es. (Note: If the data being reported are final figu res for the 2009-20 I 0 academic year (see the next item below), use the

2009-20 I 0 academ ic year's CDS Question B I cohort.) Include aid awa rded to internationa l st udents (i.e., those not qualifYing for federal aid). Aid that is non-need -based but that was used to meet need shou ld be reported in the need-based aid column. (For a suggested order of preced ence in assigning categories of aid to cover need, see the entry for "non-need-based scholarship or gra nt aid" on the last page of the d efinitions section.)

Indicate the academic year for which da ta are reported for item s HI , H2, H 2A, and H6 below:

D 20 I 0-20 II estimated or D 2009-20 I 0 final

Which needs-a nalysis methodology does your institution use in awarding institutional ai d? (Formerly H3)

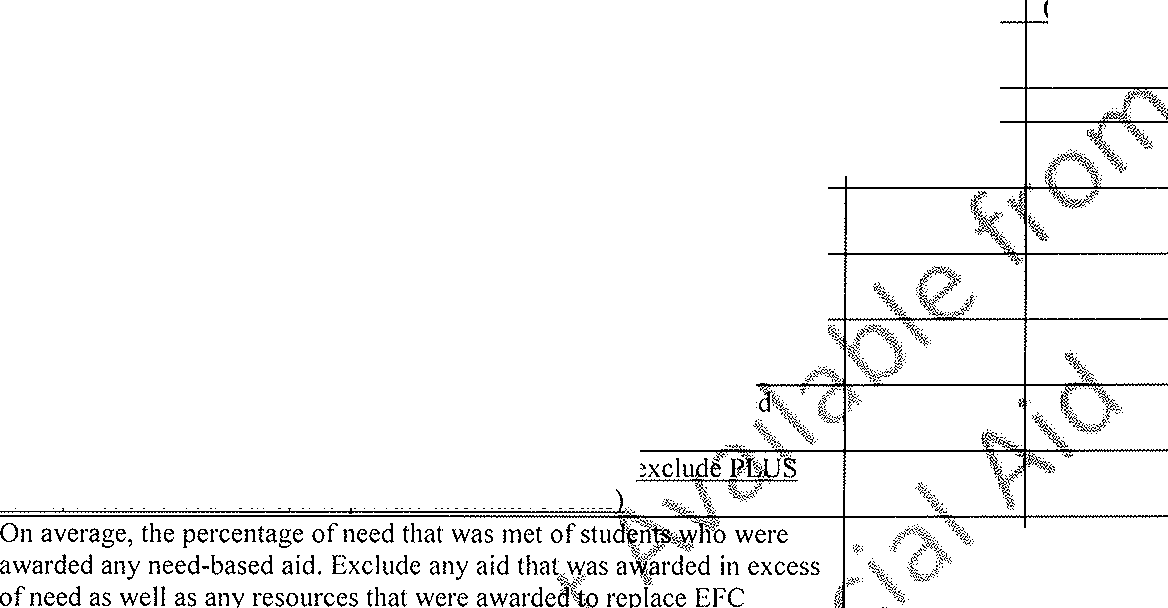
\_ Federal methodology (FM)

\_ Institutiona l methodology (IM) Both FM and IM

|  |  |  |
| --- | --- | --- |
|  | Need-based (Include non-need-based aid use to meet need.) | Non-need-based  ( Exclude non-need-based aid use to meet need.) |
|  | $ | $ |
| Scholarships/G rants |  |  |
| Federal | 14,265,542.00 | 570,820,.00 |
| State (i.e., all states, not only the state in  which your institution is located) | 15,495.00 | 2,825,670.00 |
| Institutional: Endowed scholarshi ps,  ann ual gifts and tuition funded grants,  awa rded by the college, excl uding athletic aid and tuition waivers (which are  reported below). |  | 1,122.322.00 |
| Scholarships/gra nts from externa l sources  (e.g., Kiwanis, Nationa l Merit) not awarded by the college |  | 96,573.00 |
| *Total Scholarships/Grants* | 14,281,037.00 | 4,615,385.00 |
| Self-Help\_ |  |  |
| Student loa ns from all sources (excluding  parent loans) | 12,681,087.00 | 12,996,812.00 |
| Federal Work-Study | 400,683.00 |  |
| State and other (e.g., institutional) work-  study/em ployment (Note: Excludes  Federal Work-Study captured above.) |  |  |
| *Total Self-Help* | 13,081.7700.00 | 12,996,812.00 |
| Parent Loans | 8,087,526.00 |  |
| Tuition Waivers  Note: Reporting is optional. Report tuition waivers in this row if you choose to report them. *Do* not report tuition waivers  elsew here. |  |  |
| Athletic Awards |  | 664,585.00 |

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H2. Number of Enrolled Students Awarded Aid: List the number of degree-seeking fhll-time and less-than-fhll-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\_n.fil.\_?SLth. ..9.12h.m1J!warded repotted in HI. 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 under raduates.



a) Number of degree-seeking undergraduate students (CDS Item 131 if reportin' on Fall 20 I 0 cohort)

b) Number of students in line a who a >lied for need-based financial aid

c) Number of students in line b who were determined to have financial need d) Number of students in line c who were awarded any financial aid

e) Number of students in lined who were awarded any need-based scholarshi or rant aid

f) Number of students in lined who were awarded any need-based selfhelp aid

g) Number of students in lined who were awarded any non-need-bas,e scholarship or grant aid

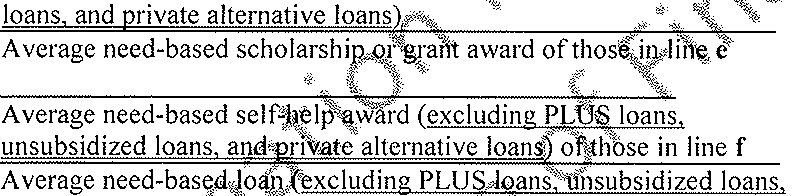
h) Number of students in lined whose need was fully met (excl loans unsubsidized loans and rivate alternative loans

First-time Full-time Freshmen

Full-time Undergrad Incl. Fresh)

Less Than Full-time Under Yrad

i)



H2A. N'l:'nbei'"Q,. . nrolled Stud w"arded Non-need-based Scholarships and Grants: List the number of degree- see J:v.fl-time time undergraduates who had no financial need and who were awarded

,,1-fl.

imiJ.m ional lm·ship or grant aid. Numbers should reflect the cohort awarded the dollars rep011ed

Note: In the cha w, students may be counted in more than one row, and full-time freshmen should also

'be counted as full time underoraduates

- *'E*

|  |  |  |  |
| --- | --- | --- | --- |
|  | First-time Full-time Freshmen | Full-time Undergrad (Incl. Fresh) | Less Than Full-time Undergrad |
| n) Number of students in line a who had no financial need and who were awarded institutional non-need-based scholarship or grant aid (exclude those who were awarded athletic awards and tuition benefits) |  |  |  |
| o) Average dollar amount of institutional non-need-based scholarship and grant aid awarded to students in line n | $ | $ | $ |
| p) Number of students in line a who were awarded an institutional non- need-based athletic scholarship or grant |  |  |  |
| q) Average dollar amount of institutional non-need-based athletic scholarships and grants awarded to students in line p | $ | $ | $ |

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**Note:** These are the graduates and loan types to include and exclude in order to fill out CDS H4, H4a, 115 and H5a.

Include:

\* 20 I 0 undergraduate class who graduated between July I, 2009 and June 30, 20 I 0 who started at your institution as first-time students and received a bachelor's degree between July I, 2009 and June 30, 20 I 0.

\*

\*

Exclude:

\*

\*

only loans made to students who borrowed while enrolled at your institution. co-signed loans.

those who transferred in.

money borrowed at other institutions.

H4. Provide the percentage of the class (defined above) who borrowed at any time through any loan programs (institutional, state, Federal Perkins, Federal Stafford Subsidized and Unsubsidized, private loans that were certified by your institution, etc.; exclude parent loans). Include both Federal Direct Student Loans and Federal Family Education Loans.

%

H4a. Provide the percentage of the class (defined above) who borrowed at any time through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. NOTE: exclude all institutional, state, private alternative loans and parent loans. ---·-%

H5. Report the average per-undergraduate-borrower cumulative principal borrowed of those in line 1--14. $······-· ,---

H5a. Repot1 the average per-undergraduate-borrower cumulative principal borrowed, of those in H4a, through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. These are listed in line H4a. NOTE: exclude all institutional, state, private alternative loans and exclude parent loans.$ \_

Aid to Undergraduate Degree-seeking Nonresident Aliens (Note: Report numbers and dollar amounts for the same academic year checked in item H 1.) N/A

**H6.** Indicate your institution's policy regarding institutional scholarship and grant aid for undergraduate degree-seeking nonresident aliens: N/ A

0 Institutional need-based scholarship or grant aid is available

0 Institutional non-need-based scholarship or grant aid is available

0 Institutional scholarship and grant aid is not available

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: N/ A

Average dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:

$ N/A

Total dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:

$ N/A

H7. Check off all financial aid forms nonresident alien first-year financial aid applicants must submit:

0 Institution's own financial aid form

0 CSS/Finaneial Aid PROFILE

0 International Student's Financial Aid Application

D International Student's Certification of Finances

D Other: \_

Process for First-Year/Freshman Students

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H8. Check off all financial aid forms domestic first-year (freshman) financial aid applican ts must submit:

[g) FAFSA

D Institution's own financial aid form

0 CSS/Financia l A id PROFIL E

D State aid form

D Noncustod ial PROFILE

0 Business/Farm Supplemen t

0 Other: ------------------------

H9. Indicate filing dates for fi rst-year (freshma n) students:

Priority date for filing requ ired fina ncial aid forms: M arch 1

Deadline for filing req uired financial aid form s: \_

No dead li ne for filing required forms (appl ications processed on a rolling basis):

HlO. Indicate notification dates for first-year (fi·eshman) students (answer a or b):

a.) Students notified on or about (date):

b.) Students notified on a rolli ng basis: yes/no I f yes, starting date: April IS Hll. Indicate repl y dates:

Students must repl y by (date): or with in weeks of notification.

Types of Aid Ava ilable

Please check off all types of aid availabl e to undergrad uates at your institution: Ht2. Loans

FEDERAL DIRECT STUDENT LOAN PROGRAM (DI RECT LOAN)



[g) Direct Subsidi zed Stafford Loans

[g) Direct Unsubsid ized Stafford Loa ns

[g) Direct PLUS Loans

[g) Federal Perkins Loa ns

0 Federal Nursing Loans

D State Loans

0 College/ university loans from institutional funds

D Other (specify):

H13. Scholarshi ps and Grants

NEED-BASED:

[g) Federal Pell

[g) SEOG

[g) State scholarships/grants

[g) Private scholarshi ps

[g) College/university scholarship or grant aid from institutional fu nds

0 United Negro College Fund

D Federal Nursing Schola rship

D Other (specify):

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Non-need | Need-based |  | Non-need | Need-based |  |
| X |  | Academics |  |  | Leadership |
|  |  | Alumni affi liation |  |  | Minority\_status |
|  |  | Art | X |  | Musi c/drama |
| X |  | Athletics |  |  | Religious affil iation |
|  |  | Job skills |  |  | State/district residency |
|  |  | ROTC |  | --------------- |  |

HIS. Jfyour institution has recentl y impl em ented a n y major fin a ncia l a id poli cy, progra m, or in itiative to make your institution more affordable to incom ing students such as repl acing loans with grants, or wai ving costs for families below a certain income level pl ease provide details below:

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

1-1. Please report the number of instructional faculty members in each category for Fall2010. Include faculty who arc

**on your institution's payroll on the census date your institution** uses **for IJ>EI)S/AAlJP.**

The following definition of full-time instructional H1culty is used by the American Association of University Professors

(AAUP) in its annual Faculty Compensation Survey (the part time definitions arc not used by AAUP). 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 Exclude

Include only if

who are not paid (e.g., those who donate their services or are in the they teach one or

military), or research-only faculty, post-doctoral fellows, or pre- more nonRclinica\

doctoral fellows credit courses

(b) administrative officers with titles such as dean of students, Exclude Include if they librarian, registrar, coach, and the like, even though they may teach one or more devote part of their time to classroom instruction and may have non clinical faculty status courses

(C) other administrators/staff who teach one or more non-clinical Exclude Include credit courses even though they do not have faculty status

(d) undergraduate or graduate students who assist in the instruction Exclude Exclude

of courses, but have titles such as teaching assistant, teaching

fellow, and the like

(e) faculty on sabbatical or leave with pay Include Exclude (I) faculty on leave without pay Exclude Exclude (g) replacement faculty for faculty on sabbatical leave or leave with Exclude Include

pay

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

*Part-time instructionalfaculty:* 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 instruction 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, Native Hawaiian or other Pacific Islander, or Hispanic.

*Doctorate:* includes such degrees as Doctor of Philosophy, Doctor of Education, Doctor of Juridical Science, and Doctor of Public Health in any field such as arts, sciences, education, engineering, business, and public administration. Also includes terminal degrees formerly designated as "first professional," including dentistry (DDS or DMD), medicine (MD), optometry (OD), osteopathic medicine (DO), pharmacy (DPharm or BPhann), podiatric medicine (DPM), veterinary medicine (DVM), chiropractic (DC or DCM), or law (JD).

*Terminal master's degree:* a master's degree that is considered the highest degree in a field: example, M. Arch (in architecture) and MFA (master of fine arts in art or theater).

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Full-time** | **Part-time** | **Total** |
| a.) Total number of instructional facu l ty | **169** | **68** | **237** |
| b.) Total number who are members of  minority groups | **106** | **49** | **ISS** |
| c.) Total number who are women | **90** | **24** | **114** |
| d.) Total number who are men | **79** | **44** | **123** |
| e.) Total number who are nonresident aliens  (international) | **0** | **0** | **0** |
| f.) Total number with doctorate, or other  terminal degree | **127** | **19** | **146** |
| g.) Total number whose h ighest degree is a  master's but not a terminal master's | **42** | **49** | **91** |
| **h.)** Total number whose highest degree is a  bachelor's | **0** | **0** | **0** |
| i.) Total number whose highest degree is  unknown or other (Note: Items **f, g, h,** and  **i** must sum up to item a.) | **0** | **0** | **0** |
| j.) Total number in stand-alone  graduate/professional programs in which facu lty teach virtually only graduate-level st udents | **0** | **0** | **0** |

**1-2. Student to Faculty Ratio**

Report the Fall 20 I 0 ratio of full-time equivalent students (full-time plus 1 /3 part time) to full-time eq ui valent instructional facu lty (fu ll time plus 1 /3 part time). In the rati o ca l culations, exclude both facul ty and students in stand-al one graduate or professional programs such as medicine, law, veterinary, dentistry, social work, business, or publ ic health in which facu lty teach virtually only graduate level students. Do not cou nt undergrad uate or graduate student teach ing assistants as faculty.

Fall 20 I 0 Student to Faculty ratio: to I (based on students and  **192** facu lty).

1-3. Undergraduate Class Size

In the table below, please use the following definitions to report information about the size of classes and class sections offered in the Fall 20 I 0 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 Subsectio11s:* 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 fi·om 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 20 I 0. 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 "20-29n column of the class subsections table.

Number of Class Sections with Undergraduates Enrolled

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Undcr raduate | | | | | |  | | |
|  | 2-9 | I 0-19 | 20-29 | 30-39 | 40-49 | 50-99 | 100+ | Total |
| CLASS SECTIONS | 192 | 134 | 130 | 71 | 33 | 41 | 5 | 606 |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 2-9 | 10-19 | 20-29 | 30-39 | 40-49 | 50-99 | 100+ | Total |
| CLASS SUB- SECTIONS |  |  |  |  |  |  |  |  |

J. Disci pli nary areas of DEGREES CONFERRED

Degrees con ferred between Ju l y I , 2009 a nd Ju n e 30, 201 0

For each of the following d isci pli ne a reas, provide t he percentage of d i pl omas/certi ficates, associa te, a nd bachelor's degrees awarded. To determine the percentage, use m ajors, not headcou nt (e.g., students with one degree but a double major wi ll be represented twice). Ca lculate the percentage from yo u r i nstituti on 's I P EDS Completions by using the sum of !51 and 2"d majors for each CI P code as the numerator and the sum of the G ra nd Total by I st Majors and the Grand Tota l by 2"d major as the denominator. If you prefer, you ca n compute t he percentages usi ng I 51 majors on l y.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | GENDER | |  |
| ETHNICITY | MAJR | F | M | Grand  Total |
| Asian or Pacific Islander | Computer Science |  | 1 | 1 |
|  | Environmental Health | 1 |  | 1 |
| Asian or Pacifi c Islander Total |  | 1 | 1 | 2 |
| Black (Non-Hispanic Origin) | AAS Electronic Eng  Tee |  | 3 | 3 |
|  | AAS lnft & Chid  Dvlpmnt | 2 |  | 2 |
|  | Accounting | 10 | 4 | 14 |
|  | Agricultural  Economics | 2 |  | 2 |
|  | Agricultural Education |  | 1 | 1 |
|  | Animal Science | 2 | 1 | 3 |
|  | Biology | 18 | 10 | 28 |
|  | Chemistry | 1 | 1 | 2 |
|  | Commercial Design |  | 6 | 6 |
|  | Computer Information  Systems | 1 | 3 | 4 |
|  | Computer Science |  | 2 | 2 |
|  | Criminal Justice | 10 | 9 | 19 |
|  | Early Childhood Ed- Special Edu | 1 |  | 1 |
|  | Economics | 2 | 1 | 3 |
|  | Electronic Engineering  Tech | 1 | 2 | 3 |
|  | English | 3 | 1 | 4 |
|  | Environmental Health | 7 | 3 | 10 |
|  | Foods and Nutrition | 1 |  | 1 |
|  | General Business |  | 1 | 1 |
|  | History | 3 |  | 3 |
|  | Infant and Child  Development | 14 | 1 | 15 |
|  | Liberal Studies | 2 |  | 2 |
|  | Management | 9 | 19 | 28 |
|  | Marketing | 7 | 6 | 13 |
|  | Mass Communication | 10 | 4 | 14 |
|  | Mathematics | 7 | 7 | 14 |
|  | Mental Health  Counseling | 10 | 2 | 12 |
|  | Middle Grades | 5 |  | 5 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Education |  |  |  |
|  | Music |  | **2** | **2** |
|  | Plant Science | **2** | **1** | 3 |
|  | Political Science | **4** |  | **4** |
|  | Psychology | **14** | **7** | **21** |
|  | Rehabilitation  Counseling | **6** | **5** | **11** |
|  | Social Work | **12** | **2** | **14** |
|  | Sociology | **1** |  | **1** |
|  | Veterinar}' Technology | **5** | **1** | **6** |
| **Black (Non-Hispanic Origin) Total** |  | **172** | **105** | **277** |
| Hispanic | Electronic Engineering  Tech |  | **1** | **1** |
| Hispanic Total |  |  | **1** | **1** |
| Multiracial | Mass Communication | **1** |  | **1** |
| Multiracial Total |  | **1** |  | **1** |
| White (Non-Hispanic Origin) | Animal Science |  | **1** | **1** |
|  | AS Veterinary Tech | 3 |  | 3 |
|  | Criminal Justice |  | **2** | **2** |
|  | Early Childhood Ed- Special Edu | **1** |  | **1** |
|  | Environmental Health |  | **1** | **1** |
|  | Mental Health  Counseling | **2** | **1** | 3 |
|  | Middle Grades  Education | **1** |  | **1** |
|  | School Counselor  Education | **1** |  | **1** |
|  | Veterinary Technology | **1** |  | **1** |
| **White (Non-Hispanic Origin) Total** |  | **9** | **5** | **14** |
| **Grand Total** |  | **183** | **112** | **295** |

K. Safety an d Security (Crimes Committed on Ca mpus during 2009-2010)

K-1 . Murder/Non-neg. manslaughter(s) (on ma in campus): *Q* K-2. Sexual assaults forcible(s): *Q* K-3. Sexual Assault Non-Forcible Robbery(s): *Q* K-4. Robbery(s):

K-5. Aggravated Assau lt(s):

K-6. Burglary(s): 25

K-7. Motor Vehicle Theft (s): J

K-8. Arson(s):

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K-9. Negligent Manslaughter (s): \_ K-1 0. Hates Offenses:

**Types of Arrests**

K-11. Liquor Law Violations: *2*

K-12. Drug Abuse Violations: *1*

K-13. Illegal Weapons Possession: l

**Dis. Action/Judicial**

K-14. Liquor Law Violations: J

K-15. Drug Abuse Violations: ;'!

K-16. Illegal Weapons Possession: l

Common Data Set Definitions

+ All definitions related to the financial aid section appe:u· at the end of the l>cfinitions 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 H1culty 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 and South America

(including Central America) who maintains cultural identif-ication 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 mt 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.

**Campus Ministry:** Religious student organizations (denominational or nondenominational) devoted to fostering religious life on college campuses. May also refer to Campus Crusade for Christ, an interdenominational Christian organization.

**\*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.

CollegeRpreparatory 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 fl·om 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 education program: A program that provides for alternate class attendance and employment in business, industry, or government.

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.

\*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.

l)eferred 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.

l)iffers 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.

l)iploma: 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.

l)octor's degree-research/scholarship: A Ph.D. or other doctor's degree that requires advanced work beyond the master's level, including the preparation and defense of a disse11ation based on original research, or the planning and execution of an original project demonstrating substantial artistic or scholarly achievement. Some examples of this type of degree may include Ed.D., D.M.A., D.B.A., D.Sc., D.A., or D.M, and others, as designated by the awarding institution.

l)octor's degree-professional practice: A doctor's degree that is conferred upon completion of a program providing the knowledge and skills for the recognition, credential, or license required for professional practice. The degree is awarded after

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a period of study such that the total time to the degree, including both pre-professional and professional preparation, equals at least six full-time equivalent academic years. Some of these degrees were formerly classified as "first-professional" and may include: Chiropractic (D.C. or D.C.M.); Dentistry (D.D.S. or D. M.D.); Law (L.L.B. or J.D.); Medicine (M.D.); Optometry (O.D.); Osteopathic Medicine (D.O); Pharmacy (Phann.D.); Podiatry (D. P.M., Pod.D., D.P.); or, Veterinary Medicine (D.V.M.), and others, as designated by the awarding institution.

Doctor's degree-other: A doctor's degree that docs not meet the definition of a doctor's degree- research/scholarship or a

doctor's degree- professional practice.

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 sti!l 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 arc 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 offCr 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-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 Jess than the equivalent of I full year of undergraduate work; that is, Jess 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 qumter 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 aD, 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 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 ofsatisn1ctory 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.**

**International student group:** Student groups that facilitate cultural dialogue, support a diverse campus, assist international students in acclimation and creating a social network.

**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 aris 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 generally one or two full-time equivalent academic years of work beyond the bachelor's degree. Some of these degrees, such as those in Theology (M.Div., M.H.L./Rav) that were formerly classified as "first-professional", may require more than two full-time equivalent academic years of work.

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.

Model United Nations: A simulation activity focusing on conflict resolution, globalization, and diplomacy. Assuming roles as foreign ambassadors and "delegates,students conduct research, engage in debate, draft resolutions, and may participate in

a national Model UN conference.

**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 of24 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 !PEDS definitions fOr postsecondary awards, certificates, and diplomas of varying durations and credit/contact hour requirements· -·

*Less Than I Academic Year:* Requires completion of an organized program of study at the postsecondary level

(below the baccalaureate degree) in Jess than I academic year (2 semesters or 3 quarters) or in less than 900 contact hours by a student enrolled full-time.

*At Least I 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 I but Jess than 2 full-time equivalent academic years, or designed for completion in at least 30 but Jess than 60 credit hours, or in at least 900 but Jess than I ,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 Jess than 4 full-time equivalent academic years, or designed for completion in at least 60 but Jess than 120 credit hours, or in at least I ,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 qum1er 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

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alien registration card [Form 1-55 I or 1-151 ], a Temporary Resident Card [Form 1-688], or an Arrival-Departure Record [Form 1-94] 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 yearwround 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 fcc, 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 of3 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 onewon-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, qumier credit, contact hour).

Undergraduate: A student enrolled in a fourw or fivewyear 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 cer1ifications 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.

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**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

**External scholarships and grants:** Scholarships and grants received fhHn outside (private) sources that students bring 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.

**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 program (fCdcral, state, subsidized, unsubsidizcd, private, etc.; excluding parent loans) while the student was enrolled at an institution. Student loans coRsigncd by a parent are assumed to be the responsibility of the student and should be included.

**Institutional scholarships and grants:** Endowed scholarships, annual gifts and tuition funded grants for which the institution determines the recipient.

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

**Need-based aid:** Col IegeRfunded or college-administered award fl·om institutional, state, federal, or other sources for which a student must have financial need to qualify. This includes both institutional and non-institutional 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 HI 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.

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