

Institutional Characteristics

Part A - Educational Offerings

1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.

- Occupational, may lead to a certificate, degree, or other formal award
- Academic, leading to a certificate, degree, or diploma
- Continuing professional (postbaccalaureate only)
- Recreational or avocational (leisure) programs
- Adult basic or remedial instruction or high school equivalency
- Secondary (high school)

Part A - Mission Statement

2. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 3,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL: http://

Mission Statement

Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

Public - Specify

Primary control

Secondary control (if applicable)

Select One

Select One

Private for-profit

Private not-for-profit independent (no religious affiliation)

Private not-for-profit religious affiliation - Specify

Select One

2. What award levels are offered by your institution? [Check all that apply]

Award Level

BELOW THE BACCALAUREATE:

- 1 Postsecondary award, certificate, or diploma of **less than one academic year**
- less than 900 contact or clock hours, or
 - less than 30 semester or trimester credit hours, or
 - less than 45 quarter credit hours
- 2 Postsecondary award, certificate, or diploma of **at least one but less than two academic years**
- at least 900 but less than 1800 contact or clock hours, or
 - at least 30 but less than 60 semester or trimester credit hours, or
 - at least 45 but less than 90 quarter credit hours
- 3 Associate's degree
- 4 Postsecondary award, certificate, or diploma of **at least two but less than four academic years**
- 1800 or more contact or clock hours, or
 - 60 or more semester or trimester credit hours, or
 - 90 or more quarter credit hours

BACCALAUREATE AND ABOVE:

- 5 Bachelor's degree or equivalent
- 6 Postbaccalaureate certificate
- 7 Master's degree
- 8 Post-master's certificate
- 17 Doctor's degree - research/scholarship
- 18 Doctor's degree - professional practice
- 19 Doctor's degree - Other
- 12 Other (specify in box below)

You may use the space below to provide context for the data you've reported above.



Part B - Organization - Calendar System

Your response to the next question determines how your institution reports Graduation Rates data in the Spring and how you report student charges in Part D of this survey.

If the calendar system differs from prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

3. What is the predominant calendar system at the institution? [Choose one]

Standard academic terms

Checking one of the following determines that your institution will provide Graduation Rates data based on a FALL COHORT and student charges data will be requested on a FULL ACADEMIC YEAR.

- Semester
- Quarter
- Trimester
- 4-1-4 or similar plan
- Other academic calendar

Other calendar system

Checking one of the following determines that your institution will provide Graduation Rates data based on a FULL YEAR COHORT and student charges data will be requested by PROGRAM.

- Differs by program
- Continuous basis (every 2 weeks, monthly, or other period)

Part B - Organization - Student Enrollment

4. Does your institution enroll any of the following types of students?

Include all levels that your institution offers, even if there are no students currently enrolled at that level.

Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Winter and Spring collections. Additionally, checking **Yes** for full-time, first-time, degree/certificate-seeking undergraduate students determines that your institution must report pricing data (on the IC survey) and Student Financial Aid data (in the Spring collection) for this cohort. Full- and part-time 2007 Fall Enrollment counts are provided for reference.

| | Full-time | | | | Part-time | | | |
|---|-----------------------|----|-----------------------|-----|-----------------------|----|-----------------------|-----|
| Undergraduate (academic or occupational programs) | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |
| First-time, degree/certificate-seeking undergraduate | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |
| Graduate | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |

Estimated 2008 Fall Enrollment

Please provide an early estimate of the institution's fall enrollment for all levels offered, as indicated above. Estimates should be based on the definitions used in the IPEDS Enrollment component submitted in the Winter/Spring collections. These data will NOT appear in College Navigator, but will be made available in IPEDS data dissemination.

| | Full-time | FT PY Enroll- ment | Part-time | PT PY Enroll- ment | Total |
|---|----------------------|--------------------------|----------------------|--------------------------|-------|
| Undergraduate (academic or occupational programs) | <input type="text"/> | | <input type="text"/> | | |
| Of undergraduates, those who are first-time, degree/certificate-seeking students | <input type="text"/> | | <input type="text"/> | | |
| Graduate | <input type="text"/> | | <input type="text"/> | | |

5. For Fall 2002, did your institution have any full-time first-time degree/certificate-seeking students enrolled in programs at the baccalaureate level or below?

If you answer **Yes** to this question, you will be required to provide Graduation Rates data for 2002-03 in the Spring collection. If you answer **No** to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested.

If you reported any full-time, first-time degree/certificate-seeking undergraduates on the 2002-03 Enrollment survey, the data will be preloaded below.

- No
 - This institution did not enroll full-time, first-time (undergraduate) students.
 - This institution did not offer programs at or below the baccalaureate level.
 - This institution was not in operation in 2002-03
- Yes

Cohort from 2002-03 Enrollment of full-time, first-time degree/certificate-seeking students (GRS Cohort)

Part B - Organization - System Name

6. System, Governing Board or Corporate Structure (please see instructions for reporting System or Corporate data).

Note: Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.

If you need assistance, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

- This institution is NOT a part of a system or corporate entity.
- This institution is a part of a system or corporate entity.

Specify name of the system or corporate entity.

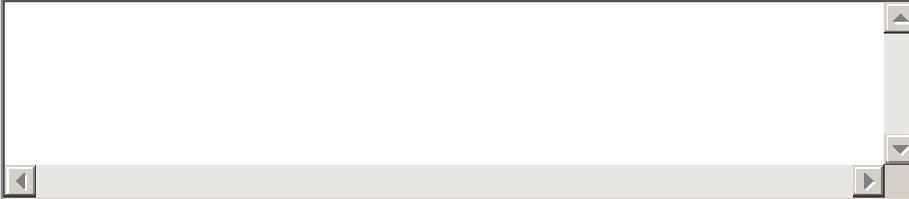
Part C - Admission Requirements and Services - Open Admission

1. Does your institution have an **open admission policy** for all or most entering **first-time degree/certificate-seeking undergraduate-level** students?

If you answer **No** to this question you will be expected to answer additional questions (C2, C3, and C4) regarding your admissions procedures. **Note:** If the only requirement for admission is a high school diploma, your institution is still considered open admission.

- Yes
- No

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

A large, empty rectangular text box with a thin black border. It features a vertical scroll bar on the right side and a horizontal scroll bar at the bottom, indicating it is a multi-line text input field. The box is currently empty, ready for the user to enter context notes.

Part C - Admission Requirements and Services - Admission Considerations

2. Please select the option that best describes how your institution uses any of the following data in its undergraduate selection process.

| Admission Considerations | Required | Recommended | Neither Required nor Recommended | Don't Know |
|--|-----------------------|-----------------------|----------------------------------|-----------------------|
| Secondary school GPA | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school rank | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school record | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Completion of college-preparatory program | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Recommendations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>Admission test scores</u> | | | | |
| (SAT / ACT) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other Test (Wonderlic, WISC-III, etc.) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| TOEFL (Test of English as a Foreign Language) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Part C - Admission Requirements and Services - Selection Process

3. Please provide the number of first-time, degree/certificate-seeking undergraduate students who applied, were admitted, and enrolled (full or part time) at your institution for the most recent Fall period available. Include early decision, early action, and students who began studies during the summer prior to the selected fall reporting period. See instructions for further information.

Select reporting period: Fall 2007 Fall 2008

| | Men | Women | Total |
|----------------------------------|----------------------|----------------------|----------------------|
| Number of <u>applicants</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number of <u>admissions</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>full time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>part time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4. If test scores are required for admission for first-time, degree/certificate-seeking undergraduate students please provide the following information: the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. Provide SAT writing test scores *only* if used for admission. DO NOT convert test scores; scores must be reported separately. Provide data for the most recent group of enrolled students for whom data are available; include new students admitted the summer prior to the selected fall reporting period.

Select reporting period Fall 2007 Fall 2008 Test scores NOT required

| | |
|-------------------------------------|----------------------|
| Number submitting <u>SAT</u> scores | <input type="text"/> |
| Percent submitting SAT scores | <input type="text"/> |
| Number submitting <u>ACT</u> scores | <input type="text"/> |
| Percent submitting ACT scores | <input type="text"/> |

| | <u>25th Percentile</u> | <u>75th Percentile</u> |
|----------------------|------------------------|------------------------|
| SAT Critical Reading | <input type="text"/> | <input type="text"/> |
| SAT Math | <input type="text"/> | <input type="text"/> |
| SAT Writing | <input type="text"/> | <input type="text"/> |
| ACT Composite | <input type="text"/> | <input type="text"/> |
| ACT English | <input type="text"/> | <input type="text"/> |
| ACT Math | <input type="text"/> | <input type="text"/> |
| ACT Writing | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part C - Admission Requirements and Services - Special Learning Opportunities

5. Does your institution accept any of the following? [Check all that apply]

- Dual credit (college credit earned while in high school)
- Credit for life experiences
- Advanced placement (AP) credits
- None of the above

6. What types of special learning opportunities are offered by your institution? [Check all that apply]

- Distance learning opportunities (e-learning)
- ROTC
 - Army
 - Navy
 - Air Force
- Study abroad
- Weekend/evening college
- Teacher certification (below the postsecondary level)
 - Students can complete their preparation in certain areas of specialization
 - Students must complete their preparation at another institution for certain areas of specialization
 - This institution is approved by the state for the initial certification or licensure of teachers
- None of the above

Part C - Admission Requirements and Services - Student Services

7. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance?

Number of years

8. Which of the following selected students services are offered by your institution? [Check all that apply]

- Remedial services
- Academic/career counseling services
- Employment services for current students
- Placement services for program completers
- On-campus day care for children of students
- None of the above

9. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- Have our own library
- Do not have our own library but contribute financial support to a shared library
- Neither of the above

10. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- No
- Yes
 - Tuition guarantee
 - Prepaid tuition plan
 - Tuition payment plan
 - Other (specify in box below)

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Institutional Characteristics 2008-09

Part D - Student Charges Questions

Program Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on-campus or in institutionally-controlled housing?

*If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).*

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

*If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).*

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

*If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).*

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Student Charges - Number of programs

7. How many programs are offered at your institution?

Specify number of programs

Part D - Student Charges - Price of Attendance

9. Price of attendance for entering students

Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.

Largest program:

CIP Code

Title

Total length of program

contact hours

credit hours

Average number of months it takes a full-time student to complete this program

If your largest program has changed from the one listed above, or if no program appears above, click the 'enter new largest program' link, choose a program and enter data for all three years. Note: if your institution participates in Title IV programs, you must complete all cells.

[Enter new largest program](#)

If the institution charges an application fee, indicate the amount.

Amount

Prior year

Undergraduate application fee

Published Student Charges

2006-07

2007-08

2008-09

Tuition and fees

Books and supplies

On campus:

Room and board

Other expenses

Off campus (not with family):

Room and board

Other expenses

Off campus (with family):

Other expenses

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part D - Student Charges - Program Data

10. Please list your second through sixth largest programs and provide the requested information for each program. To enter a CIP code and program title, click on the select button, and then click on the program from the list provided. Choosing clear will remove the CIP code and title. Report the tuition and fees and the cost of books and supplies for the TOTAL LENGTH OF THE PROGRAM. Also report the length of the entire program in terms of contact or credit hours and provide the number of months it takes a full-time student to complete the entire program.

| | CIP Code | <u>Tuition and required fees</u> | <u>Cost of books and supplies</u> | Total length of program | Program Measurement | | # of months to complete |
|-----|-------------------------------|--|---|----------------------------|--|---------------------------------------|----------------------------|
| 1st | | | | | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | |
| | Title | | | | | | |
| 2nd | <u>select</u> <u>clear</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 3rd | <u>select</u> <u>clear</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 4th | <u>select</u> <u>clear</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 5th | <u>select</u> <u>clear</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 6th | <u>select</u> <u>clear</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |

You may use the space below to provide context for the data you've reported above.

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Institutional Characteristics 2008-09

Part D - Student Charges Questions

Academic Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on campus or in institutionally-controlled housing?

*If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).*

- No
- Yes

4. Does your institution charge different tuition for in-district, in-state, or out-of-state students?

*If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.*

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

*If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).*

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

*If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).*

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Undergraduate Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|--------------------------------------|----------------------|------------|
| <u>Undergraduate application fee</u> | <input type="text"/> | |

7. Charges to full-time undergraduate students for the full academic year 2008-09

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| All full-time <u>undergraduates</u> | | | | | | |
| Average <u>tuition</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |
| Required <u>fees</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

8. Per credit hour charge for part-time undergraduate students

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| <u>Per credit hour charge</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

Part D - Graduate Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|---------------------------------|----------------------|------------|
| <u>Graduate application fee</u> | <input type="text"/> | |

Please, do not include tuition for Doctor's Degree - Professional Practice programs.

9. Charges to full-time graduate students for the full academic year 2008-09

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| Average <u>tuition</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

10. Per credit hour charge for part-time graduate students

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| <u>Per credit hour charge</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Part D - Student Charges - Price of Attendance

13. Price of attendance for full-time, first-time undergraduate students:

*Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.*

| Charges for full academic year | 2006-07 | 2007-08 | 2008-09 |
|---|----------------------|----------------------|----------------------|
| Published tuition and required fees: | | | |
| <u>In-district</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>In-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Out-of-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Books and supplies</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| On campus: | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (not with family): | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (with family): | | | |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part E - Additional Information - Athletic Association

1. Is this institution a member of a national athletic association?

- No
- Yes - Check all that apply
 - National Collegiate Athletic Association (NCAA)
 - National Association of Intercollegiate Athletics (NAIA)
 - National Junior College Athletic Association (NJCAA)
 - United States Collegiate Athletic Association (USCAA)
 - National Christian College Athletic Association (NCCAA)
 - Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the droplist.

| Sport | NCAA or NAIA member | | Conference |
|----------------------------|--------------------------|-----------------------------------|------------|
| Football | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Basketball | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Baseball | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Cross country and/or track | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |

Part E - Additional Information - New Institutions

This screen applies to new schools only.

4. What percentage of your students are enrolled primarily in postsecondary programs?

Print Form(s)

GoBack

Institutional Characteristics

Part A - Educational Offerings

1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.

- Occupational, may lead to a certificate, degree, or other formal award
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Part A - Mission Statement

2. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 3,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL: http://

Mission Statement



Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

Public - Specify

Primary control

Secondary control (if applicable)

Private for-profit

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Private not-for-profit religious affiliation - Specify

2. What award levels are offered by your institution? [Check all that apply]

Award Level

BELOW THE BACCALAUREATE:

- 1 Postsecondary award, certificate, or diploma of **less than one academic year**
- less than 900 contact or clock hours, or
 - less than 30 semester or trimester credit hours, or
 - less than 45 quarter credit hours
- 2 Postsecondary award, certificate, or diploma of **at least one but less than two academic years**
- at least 900 but less than 1800 contact or clock hours, or
 - at least 30 but less than 60 semester or trimester credit hours, or
 - at least 45 but less than 90 quarter credit hours
- 3 Associate's degree
- 4 Postsecondary award, certificate, or diploma of **at least two but less than four academic years**
- 1800 or more contact or clock hours, or
 - 60 or more semester or trimester credit hours, or
 - 90 or more quarter credit hours

BACCALAUREATE AND ABOVE:

- 5 Bachelor's degree or equivalent
- 6 Postbaccalaureate certificate
- 7 Master's degree
- 8 Post-master's certificate
- 9 Doctor's degree
- 10 First-professional degree
- 11 First-professional certificate (Post-degree)
- 12 Other (specify in box below)

You may use the space below to provide context for the data you've reported above.



Part B - Organization - Calendar System

Your response to the next question determines how your institution reports Graduation Rates data in the Spring and how you report student charges in Part D of this survey.

If the calendar system differs from prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

3. What is the predominant calendar system at the institution? [Choose one]

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- Differs by program
- Continuous basis (every 2 weeks, monthly, or other period)

Part B - Organization - Student Enrollment

4. Does your institution enroll any of the following types of students?

Include all levels that your institution offers, even if there are no students currently enrolled at that level.

Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Winter and Spring collections. Additionally, checking **Yes** for full-time, first-time, degree/certificate-seeking undergraduate students determines that your institution must report pricing data (on the IC survey) and Student Financial Aid data (in the Spring collection) for this cohort. Full- and part-time 2007 Fall Enrollment counts are provided for reference.

| | | Full-time | | Part-time | | | | |
|---|-----------------------|-----------|-----------------------|-----------|-----------------------|----|-----------------------|-----|
| Undergraduate (academic or occupational programs) | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |
| First-time, degree/certificate-seeking undergraduate | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |
| Graduate | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |
| First-professional | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |

Estimated 2008 Fall Enrollment

Please provide an early estimate of the institution's fall enrollment for all levels offered, as indicated above. Estimates should be based on the definitions used in the IPEDS Enrollment component submitted in the Winter/Spring collections. These data will NOT appear in College Navigator, but will be made available in IPEDS data dissemination.

| | Full-time | FT PY Enrollment | Part-time | PT PY Enrollment | Total |
|--|----------------------|------------------|----------------------|------------------|-------|
| Undergraduate (academic or occupational programs) | <input type="text"/> | | <input type="text"/> | | |
| Number of undergraduates, those who are first-time, degree/certificate-seeking students | <input type="text"/> | | <input type="text"/> | | |
| Graduate | <input type="text"/> | | <input type="text"/> | | |
| First-Professional | <input type="text"/> | | <input type="text"/> | | |

5. For Fall 2002, did your institution have any full-time first-time degree/certificate-seeking students enrolled in programs at the baccalaureate level or below?

If you answer **Yes** to this question, you will be required to provide Graduation Rates data for 2002-03 in the Spring collection. If you answer **No** to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested.

If you reported any full-time, first-time degree/certificate-seeking undergraduates on the 2002-03 Enrollment survey, the data will be preloaded below.

- No
 - This institution did not enroll full-time, first-time (undergraduate) students.
 - This institution did not offer programs at or below the baccalaureate level.
 - This institution was not in operation in 2002-03
- Yes

Cohort from 2002-03 Enrollment of full-time, first-time degree/certificate-seeking students (GRS Cohort)

Part B - Organization - System Name

6. System, Governing Board or Corporate Structure (please see instructions for reporting System or Corporate data).

Note: Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.

If you need assistance, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

- This institution is NOT a part of a system or corporate entity.
- This institution is a part of a system or corporate entity.

Specify name of the system or corporate entity.

Part C - Admission Requirements and Services - Open Admission

1. Does your institution have an open admission policy for all or most entering first-time degree/certificate-seeking undergraduate-level students?

If you answer **No** to this question you will be expected to answer additional questions (C2, C3, and C4) regarding your admissions procedures. **Note:** If the only requirement for admission is a high school diploma, your institution is still considered open admission.

- Yes
- No

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part C - Admission Requirements and Services - Admission Considerations

2. Please select the option that best describes how your institution uses any of the following data in its undergraduate selection process.

| Admission Considerations | Required | Recommended | Neither Required nor Recommended | Don't Know |
|--|-----------------------|-----------------------|---|-----------------------|
| Secondary school GPA | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school rank | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school record | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Completion of college-preparatory program | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Recommendations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>Admission test scores</u> | | | | |
| (SAT / ACT) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other Test (Wonderlic, WISC-III, etc.) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>TOEFL</u> (Test of English as a Foreign Language) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Part C - Admission Requirements and Services - Selection Process

3. Please provide the number of first-time, degree/certificate-seeking undergraduate students who applied, were admitted, and enrolled (full or part time) at your institution for the most recent Fall period available. Include early decision, early action, and students who began studies during the summer prior to the selected fall reporting period. See instructions for further information.

Select reporting period: Fall 2007 Fall 2008

| | Men | Women | Total |
|----------------------------------|----------------------|----------------------|----------------------|
| Number of <u>applicants</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number of <u>admissions</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>full time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>part time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4. If test scores are required for admission for first-time, degree/certificate-seeking undergraduate students please provide the following information: the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. Provide SAT writing test scores *only* if used for admission. **DO NOT** convert test scores; scores must be reported separately. Provide data for the most recent group of enrolled students for whom data are available; include new students admitted the summer prior to the selected fall reporting period.

Select reporting period Fall 2007 Fall 2008 Test scores NOT required

| | |
|-------------------------------------|----------------------|
| Number submitting <u>SAT</u> scores | <input type="text"/> |
| Percent submitting SAT scores | <input type="text"/> |
| Number submitting <u>ACT</u> scores | <input type="text"/> |
| Percent submitting ACT scores | <input type="text"/> |

| | <u>25th Percentile</u> | <u>75th Percentile</u> |
|----------------------|------------------------|------------------------|
| SAT Critical Reading | <input type="text"/> | <input type="text"/> |
| SAT Math | <input type="text"/> | <input type="text"/> |
| SAT Writing | <input type="text"/> | <input type="text"/> |
| ACT Composite | <input type="text"/> | <input type="text"/> |
| ACT English | <input type="text"/> | <input type="text"/> |
| ACT Math | <input type="text"/> | <input type="text"/> |
| ACT Writing | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will

be posted on the College Navigator website.

A large, empty rectangular text box with a light gray border and scrollbars on the right and bottom edges. The box is currently empty, suggesting it is a placeholder for content to be pasted or typed into.

Part C - Admission Requirements and Services - Special Learning Opportunities

5. Does your institution accept any of the following? [Check all that apply]

- Dual credit (college credit earned while in high school)
- Credit for life experiences
- Advanced placement (AP) credits
- None of the above

6. What types of special learning opportunities are offered by your institution? [Check all that apply]

- Distance learning opportunities (e-learning)
- ROTC
 - Army
 - Navy
 - Air Force
- Study abroad
- Weekend/evening college
- Teacher certification (below the postsecondary level)
 - Students can complete their preparation in certain areas of specialization
 - Students must complete their preparation at another institution for certain areas of specialization
 - This institution is approved by the state for the initial certification or licensure of teachers
- None of the above

Part C - Admission Requirements and Services - Student Services

7. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance?

Number of years

8. Which of the following selected students services are offered by your institution? [Check all that apply]

- Remedial services
- Academic/career counseling services
- Employment services for current students
- Placement services for program completers
- On-campus day care for children of students
- None of the above

9. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- Have our own library
- Do not have our own library but contribute financial support to a shared library
- Neither of the above

10. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- No
- Yes
 - Tuition guarantee
 - Prepaid tuition plan
 - Tuition payment plan
 - Other (specify in box below)

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Institutional Characteristics 2008-09

Part D - Student Charges Questions

Program Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on-campus or in institutionally-controlled housing?

*If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).*

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

*If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).*

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

*If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).*

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Student Charges - Number of programs

7. How many programs are offered at your institution?

Specify number of programs

Part D - Student Charges - Price of Attendance

9. Price of attendance for entering students

Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.

Largest program:

CIP Code

Title

Total length of program

contact hours

credit hours

Average number of months it takes a full-time student to complete this program

If your largest program has changed from the one listed above, or if no program appears above, click the 'enter new largest program' link, choose a program and enter data for all three years. Note: if your institution participates in Title IV programs, you must complete all cells.

[Enter new largest program](#)

If the institution charges an application fee, indicate the amount.

Amount

Prior year

Undergraduate application fee

Published Student Charges

2006-07

2007-08

2008-09

Tuition and fees

Books and supplies

On campus:

Room and board

Other expenses

Off campus (not with family):

Room and board

Other expenses

Off campus (with family):

Other expenses

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part D - Student Charges - Program Data

10. Please list your second through sixth largest programs and provide the requested information for each program. To enter a CIP code and program title, click on the select button, and then click on the program from the list provided. Choosing clear will remove the CIP code and title. Report the tuition and fees and the cost of books and supplies for the TOTAL LENGTH OF THE PROGRAM. Also report the length of the entire program in terms of contact or credit hours and provide the number of months it takes a full-time student to complete the entire program.

| | CIP Code | Tuition and required fees | Cost of books and supplies | Total length of program | Program Measurement | | # of months to complete |
|-----|---|---------------------------------|----------------------------------|----------------------------|--|---------------------------------------|----------------------------|
| 1st | | | | | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | |
| | Title | | | | | | |
| 2nd | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 3rd | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 4th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 5th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 6th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |

You may use the space below to provide context for the data you've reported above.

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Institutional Characteristics 2008-09

Part D - Student Charges Questions

Academic Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on campus or in institutionally-controlled housing?

If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).

- No
- Yes

4. Does your institution charge different tuition for in-district, in-state, or out-of-state students?

If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Undergraduate Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|--------------------------------------|----------------------|------------|
| <u>Undergraduate application fee</u> | <input type="text"/> | |

7. Charges to full-time undergraduate students for the full academic year 2008-09

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| All full-time <u>undergraduates</u> | | | | | | |
| Average <u>tuition</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

8. Per credit hour charge for part-time undergraduate students

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| <u>Per credit hour charge</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

Part D - Graduate Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|---------------------------------|----------------------|------------|
| <u>Graduate application fee</u> | <input type="text"/> | |

9. Charges to full-time graduate students for the full academic year 2008-09

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| Average <u>tuition</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

10. Per credit hour charge for part-time graduate students

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| <u>Per credit hour charge</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

Part D - First Professional Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|--|----------------------|------------|
| <u>First-professional application fee</u> | <input type="text"/> | |

11. List the typical tuition and required fees for a full-time first-professional student for the full academic year 2008-09

DO NOT include room and board charges

| <u>First-professional student</u> | <u>In-state</u> | <u>Prior year</u> | <u>Out-of-state</u> | <u>Prior year</u> |
|---|----------------------|-------------------|----------------------|-------------------|
| 1. Chiropractic (D.C. or D.C.M.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 2. Dentistry (D.D.S. or D.M.D.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 3. Medicine (M.D.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 4. Optometry (O.D.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 5. Osteopathic Medicine (D.O.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 6. Pharmacy (Pharm.D.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 7. Podiatry (Pod.D., D.P., or D.P.M.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 8. Veterinary Medicine (D.V.M.): | | | | |
| <u>Tuition amount</u> | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | |
| 9. Law (L.L.B. or J.D.): | | | | |

Tuition amount

Required fees

10. Theology (M. Div., M.H.L., B.D., or Ordination):

Tuition amount

Required fees

11. Other:

Tuition amount

Required fees

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Part D - Student Charges - Price of Attendance

13. Price of attendance for full-time, first-time undergraduate students:

*Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.*

| Charges for full academic year | 2006-07 | 2007-08 | 2008-09 |
|---|----------------------|----------------------|----------------------|
| Published tuition and required fees: | | | |
| <u>In-district</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>In-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Out-of-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Books and supplies</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| On campus: | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (not with family): | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (with family): | | | |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part E - Additional Information - Athletic Association

1. Is this institution a member of a national athletic association?

- No
- Yes - Check all that apply
 - National Collegiate Athletic Association (NCAA)
 - National Association of Intercollegiate Athletics (NAIA)
 - National Junior College Athletic Association (NJCAA)
 - United States Collegiate Athletic Association (USCAA)
 - National Christian College Athletic Association (NCCAA)
 - Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the droplist.

| Sport | NCAA or NAIA member | | Conference |
|----------------------------|--------------------------|-----------------------------------|------------|
| Football | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Basketball | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Baseball | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Cross country and/or track | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |

Part E - Additional Information - New Institutions

This screen applies to new schools only.

4. What percentage of your students are enrolled primarily in postsecondary programs?

Print Form(s)

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Institutional Characteristics

Part A - Educational Offerings

1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.

- Occupational, may lead to a certificate, degree, or other formal award
- Academic, leading to a certificate, degree, or diploma
- Recreational or avocational (leisure) programs
- Adult basic or remedial instruction or high school equivalency
- Secondary (high school)

Part A - Mission Statement

2. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 3,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL: http://

Mission Statement

Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

- Public - Specify
Primary control Secondary control (if applicable)
- Private for-profit
- Private not-for-profit independent (no religious affiliation)
- Private not-for-profit religious affiliation - Specify

2. What award levels are offered by your institution? [Check all that apply]

- This institution offers degrees/certificates above the Bachelor's degree level.

Award Level

- 1 Postsecondary award, certificate, or diploma of less than one academic year
 - less than 900 contact or clock hours, or
 - less than 30 semester or trimester credit hours, or
 - less than 45 quarter credit hours
- 2 Postsecondary award, certificate, or diploma of at least one but less than two academic years
 - at least 900 but less than 1800 contact or clock hours, or
 - at least 30 but less than 60 semester or trimester credit hours, or
 - at least 45 but less than 90 quarter credit hours
- 3 Associate's degree
- 4 Postsecondary award, certificate, or diploma of at least two but less than four academic years
 - 1800 or more contact or clock hours, or
 - 60 or more semester or trimester credit hours, or
 - 90 or more quarter credit hours
- 5 Bachelor's degree or equivalent
- 12 Other (specify in box below)

You may use the space below to provide context for the data you've reported above.

Part B - Organization - Calendar System

Your response to the next question determines how your institution reports Graduation Rates data in the Spring and how you report student charges in Part D of this survey.

If the calendar system differs from prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

3. What is the predominant calendar system at the institution? [Choose one]

Standard academic terms

Checking one of the following determines that your institution will provide Graduation Rates data based on a FALL COHORT and student charges data will be requested on a FULL ACADEMIC YEAR.

- Semester
- Quarter
- Trimester
- 4-1-4 or similar plan
- Other academic calendar

Other calendar system

Checking one of the following determines that your institution will provide Graduation Rates data based on a FULL YEAR COHORT and student charges data will be requested by PROGRAM.

- Differs by program
- Continuous basis (every 2 weeks, monthly, or other period)

Part B - Organization - Student Enrollment

4. Does your institution enroll any of the following types of students?

Include all levels that your institution offers, even if there are no students currently enrolled at that level. The reported full- and part-time 2007 Fall Enrollment counts are provided for your reference.

Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Winter and Spring collections. Additionally, checking **Yes** for full-time, first-time students determines that your institution must report pricing data (on the IC survey) and Student Financial Aid data (in the Spring collection) for this cohort. Full- and part-time 2007 Fall Enrollment counts are provided for reference.

| | Full-time | | Part-time | |
|--|--------------------------|---------------------------|--------------------------|---------------------------|
| Students in academic or occupational programs | <input type="radio"/> No | <input type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Yes |
| First-time students | <input type="radio"/> No | <input type="radio"/> Yes | <input type="radio"/> No | <input type="radio"/> Yes |

Estimated 2008 Fall Enrollment

Please provide an early estimate of the institution's fall enrollment for all levels offered, as indicated above. Estimates should be based on the definitions used in the IPEDS Enrollment component submitted in the Winter/Spring collections. These data will NOT appear in College Navigator, but will be made available in IPEDS data dissemination.

| | Full-time | FT PY Enroll- ment | Part-time | PT PY Enroll- ment | Total |
|--|----------------------|--------------------------|----------------------|--------------------------|-------|
| Students in academic or occupational programs | <input type="text"/> | | <input type="text"/> | | |
| Number of students reported above who are first-time students | <input type="text"/> | | <input type="text"/> | | |

5. For academic year 2005-06, did your institution enroll any full-time, first-time students?

If you answer **Yes** to this question, you will be required to provide Graduation Rates data for 2005-06 in the Spring collection. If you answer **No** to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested. If you reported any full-time, first-time degree/certificate-seeking students on the 2005-06 Enrollment survey, the data will be preloaded below.

- No
 - This institution did not enroll full-time, first-time degree/certificate-seeking students.
 - This institution was not in operation in 2005-06.
- Yes

Cohort from 2005-06 Enrollment of full-time, first-time degree/certificate-seeking students (GRS Cohort)

Part B - Organization - System Name

6. System, Governing Board or Corporate Structure (please see instructions for reporting System or Corporate data).

Note: Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.

If you need assistance, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

- This institution is NOT a part of a system or corporate entity.
- This institution is a part of a system or corporate entity.

Specify name of the system or corporate entity.

Part C - Admission Requirements and Services - Open Admission

1. Does your institution have an open admission policy for all or most entering first-time students?

If you answer **No** to this question you will be expected to answer additional questions (C2, C3, and C4) regarding your admissions procedures. **Note:** If the only requirement for admission is a high school diploma, your institution is still considered open admission.

- Yes
- No

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part C - Admission Requirements and Services - Admission Considerations

2. Please select the option that best describes how your institution uses any of the following data in its selection process.

| Admission Considerations | Required | Recommended | Neither Required nor Recommended | Don't Know |
|--|-----------------------|-----------------------|---|-----------------------|
| Secondary school GPA | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school rank | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school record | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Completion of college-preparatory program | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Recommendations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>Admission test scores</u> | | | | |
| (SAT / ACT) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other Test (Wonderlic, WISC-III, etc.) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>TOEFL</u> (Test of English as a Foreign Language) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Part C - Admission Requirements and Services - Selection Process

3. Please provide the number of **first-time, degree/certificate-seeking** students who applied, were admitted, and enrolled (full or part time) at your institution for the most recent Fall period available. Include **early decision, early action**, and students who began studies during the summer prior to the selected fall reporting period. See instructions for further information.

Select reporting period: Fall 2007 Fall 2008

| | Men | Women | Total |
|----------------------------------|----------------------|----------------------|----------------------|
| Number of <u>applicants</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number of <u>admissions</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>full time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>part time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4. If test scores are required for admission for first-time, degree/certificate-seeking students please provide the following information: the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. Provide SAT writing test scores *only* if used for admission. DO NOT convert test scores; scores must be reported separately. Provide data for the most recent group of enrolled students for whom data are available; include new students admitted the summer prior to the selected fall reporting period.

| Select reporting period | <input type="radio"/> Fall 2007 | <input type="radio"/> Fall 2008 | <input type="radio"/> Test scores NOT required |
|-------------------------------------|---------------------------------|---------------------------------|--|
| Number submitting <u>SAT</u> scores | | | <input type="text"/> |
| Percent submitting SAT scores | | | <input type="text"/> |
| Number submitting <u>ACT</u> scores | | | <input type="text"/> |
| Percent submitting ACT scores | | | <input type="text"/> |

| | <u>25th Percentile</u> | <u>75th Percentile</u> |
|----------------------|------------------------|------------------------|
| SAT Critical Reading | <input type="text"/> | <input type="text"/> |
| SAT Math | <input type="text"/> | <input type="text"/> |
| SAT Writing | <input type="text"/> | <input type="text"/> |
| ACT Composite | <input type="text"/> | <input type="text"/> |
| ACT English | <input type="text"/> | <input type="text"/> |
| ACT Math | <input type="text"/> | <input type="text"/> |
| ACT Writing | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will

be posted on the College Navigator website.

A large, empty rectangular text box with a light gray border and scrollbars on the right and bottom edges. The box is positioned at the top left of the page, below the text "be posted on the College Navigator website." The scrollbars are located on the right and bottom edges of the box, indicating that the text area is scrollable. The box is currently empty, suggesting it is intended for the user to input their response.

Part C - Admission Requirements and Services - Special Learning Opportunities

5. Does your institution accept any of the following? [Check all that apply]

- Dual credit (college credit earned while in high school)
- Credit for life experiences
- Advanced placement (AP) credits
- None of the above

6. What types of special learning opportunities are offered by your institution? [Check all that apply]

- Distance learning opportunities (e-learning)
- ROTC
 - Army
 - Navy
 - Air Force
- Study abroad
- Weekend/evening college
- Teacher certification (below the postsecondary level)
 - Students can complete their preparation in certain areas of specialization
 - Students must complete their preparation at another institution for certain areas of specialization
 - This institution is approved by the state for the initial certification or licensure of teachers
- None of the above

Part C - Admission Requirements and Services - Student Services

8. Which of the following selected students services are offered by your institution? [Check all that apply]

- Remedial services
- Academic/career counseling services
- Employment services for current students
- Placement services for program completers
- On-campus day care for children of students
- None of the above

9. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- Have our own library
- Do not have our own library but contribute financial support to a shared library
- Neither of the above

10. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- No
- Yes
 - Tuition guarantee
 - Prepaid tuition plan
 - Tuition payment plan
 - Other (specify in box below)

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Institutional Characteristics 2008-09

Part D - Student Charges Questions

Program Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on-campus or in institutionally-controlled housing?

*If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).*

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

*If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).*

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

*If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).*

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Student Charges - Number of programs

7. How many programs are offered at your institution?

Specify number of programs

Part D - Student Charges - Price of Attendance

9. Price of attendance for entering students

Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.

Largest program:

CIP Code

Title

Total length of program

contact hours

credit hours

Average number of months it takes a full-time student to complete this program

If your largest program has changed from the one listed above, or if no program appears above, click the 'enter new largest program' link, choose a program and enter data for all three years. Note: if your institution participates in Title IV programs, you must complete all cells.

[Enter new largest program](#)

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year | |
|--------------------------------------|----------------------|----------------------|----------------------|
| <u>Application fee</u> | <input type="text"/> | | |
| Published Student Charges | 2006-07 | 2007-08 | 2008-09 |
| <u>Tuition and fees</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Books and supplies</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| On campus: | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (not with family): | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (with family): | | | |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part D - Student Charges - Program Data

10. Please list your second through sixth largest programs and provide the requested information for each program. To enter a CIP code and program title, click on the select button, and then click on the program from the list provided. Choosing clear will remove the CIP code and title. Report the tuition and fees and the cost of books and supplies for the TOTAL LENGTH OF THE PROGRAM. Also report the length of the entire program in terms of contact or credit hours and provide the number of months it takes a full-time student to complete the entire program.

| | CIP Code | Tuition and required fees | Cost of books and supplies | Total length of program | Program Measurement | | # of months to complete |
|-----|---|---------------------------------|----------------------------------|----------------------------|--|---------------------------------------|----------------------------|
| 1st | | | | | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | |
| | Title | | | | | | |
| 2nd | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 3rd | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 4th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 5th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 6th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |

You may use the space below to provide context for the data you've reported above.

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Institutional Characteristics 2008-09

Part D - Student Charges Questions

Academic Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on campus or in institutionally-controlled housing?

If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).

- No
- Yes

4. Does your institution charge different tuition for in-district, in-state, or out-of-state students?

If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Undergraduate Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|------------------------|----------------------|------------|
| <u>Application fee</u> | <input type="text"/> | |

7. Charges to full-time students for the full academic year 2008-09

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| All full-time <u>students</u> | | | | | | |
| Average <u>tuition</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |
| <u>Required fees</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

8. Per credit hour charge for part-time students

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|-------------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| <u>Per credit hour charge</u> | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount **Prior year**

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Part D - Student Charges - Price of Attendance

13. Price of attendance for full-time, first-time students:

*Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.*

| Charges for full academic year | 2006-07 | 2007-08 | 2008-09 |
|---|----------------------|----------------------|----------------------|
| Published tuition and required fees: | | | |
| <u>In-district</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>In-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Out-of-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Books and supplies</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| On campus: | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (not with family): | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (with family): | | | |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part E - Additional Information - Athletic Association

1. Is this institution a member of a national athletic association?

- No
- Yes - Check all that apply
 - National Collegiate Athletic Association (NCAA)
 - National Association of Intercollegiate Athletics (NAIA)
 - National Junior College Athletic Association (NJCAA)
 - United States Collegiate Athletic Association (USCAA)
 - National Christian College Athletic Association (NCCAA)
 - Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the droplist.

| Sport | NCAA or NAIA member | | Conference |
|----------------------------|--------------------------|-----------------------------------|------------|
| Football | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Basketball | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Baseball | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |
| Cross country and/or track | <input type="radio"/> No | <input type="radio"/> Yes-Specify | Select One |

Part E - Additional Information - New Institutions

This screen applies to new schools only.

4. What percentage of your students are enrolled primarily in postsecondary programs?

Print Form(s)

GoBack

Institutional Characteristics

Part A - Educational Offerings

1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.

- Occupational, may lead to a certificate, degree, or other formal award
- Academic, leading to a certificate, degree, or diploma
- Recreational or avocational (leisure) programs
- Adult basic or remedial instruction or high school equivalency
- Secondary (high school)

Part A - Mission Statement

2. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 3,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL: http://

Mission Statement

Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

- Public - Specify
Primary control Secondary control (if applicable)
- Private for-profit
- Private not-for-profit independent (no religious affiliation)
- Private not-for-profit religious affiliation - Specify

2. What award levels are offered by your institution? [Check all that apply]

Award Level

- 1 Postsecondary award, certificate, or diploma of **less than one academic year**
 - less than 900 contact or clock hours, or
 - less than 30 semester or trimester credit hours, or
 - less than 45 quarter credit hours
- 2 Postsecondary award, certificate, or diploma of **at least one but less than two academic years**
 - at least 900 but less than 1800 contact or clock hours, or
 - at least 30 but less than 60 semester or trimester credit hours, or
 - at least 45 but less than 90 quarter credit hours
- 3 Associate's degree
- 4 Postsecondary award, certificate, or diploma of **at least two but less than four academic years**
 - 1800 or more contact or clock hours, or
 - 60 or more semester or trimester credit hours, or
 - 90 or more quarter credit hours
- 12 Other (specify in box below)

You may use the space below to provide context for the data you've reported above.

Part B - Organization - Calendar System

Your response to the next question determines how your institution reports Graduation Rates data in the spring and how you report student charges in Part D of this survey.

If the calendar system differs from prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

3. What is the predominant calendar system at the institution? [Choose one]

If your institution measures courses primarily by contact hours, or offers primarily occupational programs measured in credit hours, select one of the following calendar systems.

Checking one of the following determines that your institution will provide Graduation Rates data based on a FULL YEAR COHORT and student charges data will be requested by PROGRAM.

- Differs by program
- Continuous basis (every 2 weeks, monthly, or other period)

If your institution offers primarily academic programs measured in credit hours, select one of the following Standard academic terms below.

Checking one of the following determines that your institution will provide Graduation Rates data based on a FALL COHORT and student charges data will be requested on a FULL ACADEMIC YEAR.

- Semester
- Quarter
- Trimester
- 4-1-4 or similar plan
- Other academic calendar

Part B - Organization - Student Enrollment

4. Does your institution enroll any of the following types of students?

Include all levels that your institution offers, even if there are no students currently enrolled at that level. The reported full- and part-time 2007 Fall Enrollment counts are provided for your reference.

Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Winter and Spring collections. Additionally, checking **Yes** for full-time, first-time students determines that your institution must report pricing data (on the IC survey) and Student Financial Aid data (in the Spring collection) for this cohort. Full- and part-time 2007 Fall Enrollment counts are provided for reference.

| | Full-time | | | | Part-time | | | |
|--|-----------------------|----|-----------------------|-----|-----------------------|----|-----------------------|-----|
| Students in academic or occupational programs | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |
| First-time students | <input type="radio"/> | No | <input type="radio"/> | Yes | <input type="radio"/> | No | <input type="radio"/> | Yes |

Estimated 2008 Fall Enrollment

Please provide an early estimate of the institution's fall enrollment for all levels offered, as indicated above. Estimates should be based on the definitions used in the IPEDS Enrollment component submitted in the Winter/Spring collections. These data will NOT appear in College Navigator, but will be made available in IPEDS data dissemination.

| | Full-time | FT PY Enroll- ment | Part-time | PT PY Enroll- ment | Total |
|--|----------------------|--------------------------|----------------------|--------------------------|-------|
| Students in academic or occupational programs | <input type="text"/> | | <input type="text"/> | | |
| Number of students reported above who are first-time students | <input type="text"/> | | <input type="text"/> | | |

5. For academic year 2005-06, did your institution enroll any full-time, first-time students?

If you answer **Yes** to this question, you will be required to provide Graduation Rates data for 2005-06 in the Spring collection. If you answer **No** to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested. If you reported any full-time, first-time degree/certificate-seeking students on the 2005-06 Enrollment survey, the data will be preloaded below.

- No
 - This institution did not enroll full-time, first-time degree/certificate-seeking students.
 - This institution was not in operation in 2005-06.
- Yes

Cohort from 2005-06 Enrollment of full-time, first-time degree/certificate-seeking students (GRS Cohort)

Part B - Organization - System Name

6. System, Governing Board or Corporate Structure (please see instructions for reporting System or Corporate data).

Note: Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.

If you need assistance, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

- This institution is NOT a part of a system or corporate entity.
- This institution is a part of a system or corporate entity.

Specify name of the system or corporate entity.

Part C - Admission Requirements and Services - Open Admission

1. Does your institution have an open admission policy for all or most entering first-time students?

If you answer **No** to this question you will be expected to answer additional questions (C2, C3, and C4) regarding your admissions procedures. **Note:** If the only requirement for admission is a high school diploma, your institution is still considered open admission.

- Yes
- No

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part C - Admission Requirements and Services - Admission Considerations

2. Please select the option that best describes how your institution uses any of the following data in its selection process.

| Admission Considerations | Required | Recommended | Neither Required nor Recommended | Don't Know |
|--|-----------------------|-----------------------|---|-----------------------|
| Secondary school GPA | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school rank | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Secondary school record | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Completion of college-preparatory program | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Recommendations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>Admission test scores</u> | | | | |
| (SAT / ACT) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other Test (Wonderlic, WISC-III, etc.) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <u>TOEFL</u> (Test of English as a Foreign Language) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Part C - Admission Requirements and Services - Selection Process

3. Please provide the number of first-time, degree/certificate-seeking students who applied, were admitted, and enrolled (full or part time) at your institution for the most recent Fall period available. Include early decision, early action, and students who began studies during the summer prior to the selected fall reporting period. See instructions for further information.

Select reporting period: Fall 2007 Fall 2008

| | Men | Women | Total |
|----------------------------------|----------------------|----------------------|----------------------|
| Number of <u>applicants</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number of <u>admissions</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>full time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Number enrolled <u>part time</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4. If test scores are required for admission for first-time, degree/certificate-seeking students please provide the following information: the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. Provide SAT writing test scores *only* if used for admission. DO NOT convert test scores; scores must be reported separately. Provide data for the most recent group of enrolled students for whom data are available; include new students admitted the summer prior to the selected fall reporting period.

Select reporting period Fall 2007 Fall 2008 Test scores NOT required

| | |
|-------------------------------------|----------------------|
| Number submitting <u>SAT</u> scores | <input type="text"/> |
| Percent submitting SAT scores | <input type="text"/> |
| Number submitting <u>ACT</u> scores | <input type="text"/> |
| Percent submitting ACT scores | <input type="text"/> |

| | <u>25th Percentile</u> | <u>75th Percentile</u> |
|----------------------|------------------------|------------------------|
| SAT Critical Reading | <input type="text"/> | <input type="text"/> |
| SAT Math | <input type="text"/> | <input type="text"/> |
| SAT Writing | <input type="text"/> | <input type="text"/> |
| ACT Composite | <input type="text"/> | <input type="text"/> |
| ACT English | <input type="text"/> | <input type="text"/> |
| ACT Math | <input type="text"/> | <input type="text"/> |
| ACT Writing | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will

be posted on the College Navigator website.



Part C - Admission Requirements and Services - Special Learning Opportunities

5. Does your institution accept any of the following? [Check all that apply]

- Dual credit (college credit earned while in high school)
- Credit for life experiences
- Advanced placement (AP) credits
- None of the above

6. What types of special learning opportunities are offered by your institution? [Check all that apply]

- Distance learning opportunities (e-learning)
- ROTC
 - Army
 - Navy
 - Air Force
- Study abroad
- Weekend/evening college
- Teacher certification (below the postsecondary level)
 - Students can complete their preparation in certain areas of specialization
 - Students must complete their preparation at another institution for certain areas of specialization
 - This institution is approved by the state for the initial certification or licensure of teachers
- None of the above

Part C - Admission Requirements and Services - Student Services

8. Which of the following selected students services are offered by your institution? [Check all that apply]

- Remedial services
- Academic/career counseling services
- Employment services for current students
- Placement services for program completers
- On-campus day care for children of students
- None of the above

9. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- Have our own library
- Do not have our own library but contribute financial support to a shared library
- Neither of the above

10. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- No
- Yes
 - Tuition guarantee
 - Prepaid tuition plan
 - Tuition payment plan
 - Other (specify in box below)

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Institutional Characteristics 2008-09

Part D - Student Charges Questions

Program Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on-campus or in institutionally-controlled housing?

*If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).*

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

*If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).*

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

*If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).*

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Student Charges - Number of programs

7. How many programs are offered at your institution?

Specify number of programs

Part D - Student Charges - Price of Attendance

9. Price of attendance for entering students

Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.

Largest program:

CIP Code

Title

Total length of program

contact hours

credit hours

Average number of months it takes a full-time student to complete this program

If your largest program has changed from the one listed above, or if no program appears above, click the 'enter new largest program' link, choose a program and enter data for all three years. Note: if your institution participates in Title IV programs, you must complete all cells.

[Enter new largest program](#)

If the institution charges an application fee, indicate the amount.

Amount

Prior year

Application fee

Published Student Charges

2006-07

2007-08

2008-09

Tuition and fees

Books and supplies

On campus:

Room and board

Other expenses

Off campus (not with family):

Room and board

Other expenses

Off campus (with family):

Other expenses

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.



Part D - Student Charges - Program Data

10. Please list your second through sixth largest programs and provide the requested information for each program. To enter a CIP code and program title, click on the select button, and then click on the program from the list provided. Choosing clear will remove the CIP code and title. Report the tuition and fees and the cost of books and supplies for the TOTAL LENGTH OF THE PROGRAM. Also report the length of the entire program in terms of contact or credit hours and provide the number of months it takes a full-time student to complete the entire program.

| | CIP Code | Tuition and required fees | Cost of books and supplies | Total length of program | Program Measurement | | # of months to complete |
|-----|---|---------------------------------|----------------------------------|----------------------------|--|---------------------------------------|----------------------------|
| 1st | | | | | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | |
| | Title | | | | | | |
| 2nd | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 3rd | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 4th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 5th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |
| 6th | <input type="button" value="select"/> <input type="button" value="clear"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="radio"/> Contact hours | <input type="radio"/> Credit hours | <input type="text"/> |
| | Title | | | | | | |

You may use the space below to provide context for the data you've reported above.

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Institutional Characteristics 2008-09

Part D - Student Charges Questions

Academic Year Reporters

Part D - Student Charges Questions

3. Are all full-time, first-time degree/certificate-seeking students required to live on campus or in institutionally-controlled housing?

If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D13).

- No
- Yes

4. Does your institution charge different tuition for in-district, in-state, or out-of-state students?

If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.

- No
- Yes

5. Does your institution offer institutionally-controlled housing (either on or off campus)?

If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D12 and D13).

- No
- Yes

Specify housing capacity for academic year 2008-09

6. Do you offer board or meal plans to your students?

If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D12 and D13).

- No
- Yes - Enter the number of meals per week in the maximum meal plan available

- Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D - Undergraduate Student Charges

If the institution charges an application fee, indicate the amount.

| | Amount | Prior year |
|------------------------|----------------------|------------|
| Application fee | <input type="text"/> | |

7. Charges to full-time students for the full academic year 2008-09

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| All full-time students | | | | | | |
| Average tuition | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |
| Required fees | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

8. Per credit hour charge for part-time students

| | <u>In-district</u> | Prior year | <u>In-state</u> | Prior year | <u>Out-of-state</u> | Prior year |
|------------------------|----------------------|------------|----------------------|------------|----------------------|------------|
| Per credit hour charge | <input type="text"/> | | <input type="text"/> | | <input type="text"/> | |

Part D - Student Charges - Room and Board

12. What are the typical room and board charges for a student for the full academic year 2008-09?

If your institution offers room or board at no charge to students, enter zero.

Room and board charges

Amount Prior year

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

(Answer only if you CANNOT separate room and board charges.)

Part D - Student Charges - Price of Attendance

13. Price of attendance for full-time, first-time students:

*Please enter the amounts requested below. These data will be made available to the public on College Navigator. Data for prior years may be corrected. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information for the current year. Leave items that do not apply blank and the system will fill in as "not applicable" or indicate that more information is needed. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need.*

| Charges for full academic year | 2006-07 | 2007-08 | 2008-09 |
|---|----------------------|----------------------|----------------------|
| Published tuition and required fees: | | | |
| <u>In-district</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>In-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Out-of-state</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Books and supplies</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| On campus: | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (not with family): | | | |
| <u>Room and board</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Off campus (with family): | | | |
| <u>Other expenses</u> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website.

Part E - Additional Information - New Institutions

This screen applies to new schools only.

4. What percentage of your students are enrolled primarily in postsecondary programs?

Print Form(s)

GoBack

Institutional Identification

Required fields. Double asterisks (**) beside a field on a screen indicate a required entry.

Institution name and location. Provide the full name of the institution covered required to report to IPEDS. In addition, provide the **physical location** of the institution, including either the 5- or 9-digit ZIP Code, as it would appear in an institutional listing. **DO NOT** provide a Post Office Box Number in this field. If your institution's name has **officially** changed, enter the new name in the box provided.

Mailing address. If the mailing address differs from the physical location of the institution, provide the address to which correspondence should be mailed. This may be a P.O. Box or the address of a central, system, or corporate office, or other branch campus located elsewhere.

Telephone number. Enter the telephone number for general information inquiries.

Web address(es). If your institution maintains a webpage, please enter or update the address. In addition, please enter or update webpage addresses for admissions, financial aid, and online applications when applicable. Do not preface the address with http:// and be sure to indicate where the address is case sensitive. Web addresses will be made available on College Navigator.

IMPORTANT INFORMATION REGARDING INSTITUTIONAL WEBPAGES: The Higher Education Opportunities Act (HEOA) requires that the webpage reported must either contain or link to the information listed below. These changes to the reported webpage must be completed by August 1, 2009.

- Student activities offered by the institution
- Services offered by the institution for individuals with disabilities
- Career and placement services offered by the institution to students during and after enrollment
- Policies of the institution related to transfer of credit from other institutions

Employer ID number. Enter the Employer Identification Number (EIN), the 9-digit number assigned to the institution by the Internal Revenue Service (IRS) for tax purposes.

Name and title of institution's chief administrator. Provide the name, title and email address of the chief administrator of the entity covered by this report (e.g., President, Chancellor, Provost, etc.).

Part A - Educational Offerings & Mission

Educational Offerings

Responses on this screen verify inclusion of the institution on the NCES/IPEDS list of institutions and agencies that provide all types of postsecondary education. Postsecondary education is defined as the provision of a formal instructional program whose curriculum is designed primarily for students beyond the compulsory age for high school. This includes programs whose purpose is academic, vocational, and continuing professional education and excludes avocational and adult basic education programs.

Mission Statement

Provide your institution's mission statement or a link (URL) to the web address where the statement can be found. Typed statements are limited to 3,000 characters or less. The mission statement will be made available on College Navigator.

Part B - Organization

Institutional Control or Affiliation

Indicate the appropriate control or affiliation under which the institution operates. Religious group affiliation need not imply financial backing. If the institution has a religious affiliation, select the denomination from the list provided in the drop box. Public institutions must designate a primary control; identification of a secondary control is optional.

If control of the institution differs from the prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

Screening Question: First-Professional

2008-09 represents the first optional reporting year for the categories that will completely replace the first-professional categories in the 2009-10 collection year. Response to the screening question will determine whether you will report using the old first-professional categories or the new categories.

Note: You will also use categories selected via this screening question to report Fall Enrollment in Winter 2008-09/Spring 2009. You will *not* be able to change selection once Fall 2008 collection closes.

Award Levels

Check applicable levels for all credit programs offered at the institution. Award levels are identified based on duration and/or awards.

- Award levels 1, 2, and 4 differ by length of programs and refer to completions below the baccalaureate degree. Use these designations, not institutionally defined designations, to describe these levels.
- References to length of study are the equivalent of full-time academic years; that is, at least 1 but less than 2 years refers to the number of credits or the course load that would normally be completed by a full-time student attending within the stated time period.
- One academic year equals 30 semester credit hours or its equivalent, or 900 contact or clock hours of instruction.
- Award levels 3, 5, 7, 9, and 10 indicate degree levels for which the institution is authorized to make formal awards.
- If you check award level 12 (Other), please specify or describe the award in the context box after you make sure that it cannot be classified within levels 1-11.

Calendar System

Indicate the **predominant** calendar under which the institution operates. If programs are offered on more than one calendar, select the system under which most programs are offered. If there is no predominant calendar system at this institution, indicate the option that best characterizes your institution.

If your calendar system differs from the prior year or requires a change, please contact the Help Desk at 1-877-225-2568.

Note: Calendar system selection determines reporting of tuition information and the cohort for reporting Graduation Rates data. The Student Right-to-Know regulations state that institutions that offer a majority of programs based on **standard academic terms** (semesters, trimesters, quarters, 4-1-4, or other academic), must use a **fall cohort** and report tuition and fees information based on a **full academic year**. Institutions that operate on a **program-by-program or continuous enrollment basis** must use a **full-year cohort** and report tuition and fees information by program **for the entire length of the program**.

Example: Your institution offers primarily occupational/vocational programs of various lengths, students enroll in a program and pay tuition for the entire program, and students are allowed to enter at three different times during the year. In this case, the appropriate calendar selection would be "Differs by program" even though it seems that your institution operates on a trimester basis. If your institution reports by program, prospective students can see what they should expect to pay to obtain a certificate in a particular program and how long the program takes to complete.

Student Enrollment

Enrollment of full- and part-time students. Indicate whether your institution enrolls any full-time or part-time students at the levels listed. Additionally, indicate whether or not your institution enrolls first-time, degree/certificate-seeking undergraduate students on either a full- or part-time basis. This will determine the screens generated for reporting academic year tuition charges, and for reporting enrollment data during the Winter and Spring collections. Finally, checking 'Yes' for full-time, first-time, degree/certificate-seeking students determines that your institution will report price information on subsequent IC screens in Part D and Student Financial Aid information during the Spring collection.

Estimated 2008 fall enrollment. Provide an early estimate of fall enrollment for all levels offered at the institution as indicated above for full- and part-time students. Estimates should be based on the definitions used in the IPEDS Fall Enrollment component submitted in the Winter or Spring collection. These data will NOT appear in College Navigator, but will be made available via IPEDS data dissemination.

Full-time, first-time students.

- **4-year institutions.** Indicate if your institution had any full-time, first-time undergraduate students enrolled in programs at the baccalaureate level or below in academic year 2002-03. If you indicate 'Yes' you must report graduation rates data in the Spring.
- **Less-than-4-year institutions.** Indicate if your institution had any full-time, first-time degree/certificate-seeking students enrolled in academic year 2005-06. If you indicate 'yes' you must report graduation rates data in the Spring.

System, Governing Board or Corporate Structure. A system is an organization of two or more postsecondary institutions with a common governing body. If your institution *is not* part of a system or larger corporate entity, check the first box. If your institution *is* part of a system or corporate entity, check the second box and provide the name of the system or corporate entity.

Part C - Admission Requirements and Services

Admission policy. Check 'Yes' if the institution has an open admissions policy.

Admission Requirements

Admissions considerations. Indicate which considerations are used as part of the selection process for entering first-time degree/certificate-seeking students. For each consideration, indicate whether it is required, recommended, neither required nor recommended, or if you don't know.

Applicants/enrolled students. First, select the period for which you will report. Report data for either fall 2007 or fall 2008, depending on available data. Indicate the number of first-time, degree/certificate-seeking students who applied, the number offered admission, and the number who enrolled (both full and part time) for the selected reporting period. Since the total may include students that did not provide gender data, the detail need not sum to the total. Include early decision, early action, and students who began studies during the summer prior to the fall reporting period. Applicants should include only those students who fulfilled all requirements for consideration for admission and who have been notified of one of the following actions: admission, non-admission, placement on a wait list, or application withdrawn (by applicant or institution). Admitted applicants (admissions) should include wait-listed students who were subsequently offered admission.

Test scores. First, select the period for which you will report. Report data for either fall 2007 or fall 2008, depending on available data. If test scores are required for admission for students in your entering cohort (first-time, degree/certificate-seeking undergraduate level students), provide the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. **Include information for ALL enrolled, degree/certificate-seeking, first-time, (freshman) students who submitted test scores.** Include new students admitted the summer prior to the fall for which you are reporting. Do not include partial test scores (e.g., mathematics scores but not verbal for a category of students) or combine other standardized test results (such as TOEFL) in this item. If students submitted TOEFL scores in addition to SAT/ACT scores, those students should be included. **Do not** convert test scores; scores must be reported separately.

Special Learning Opportunities

Special credit upon entry. Indicate if the institution accepts credit earned prior to admission through any of the sources listed.

Special learning opportunities. Indicate if the listed special learning opportunities are offered by your institution. Teacher certification refers to pre-K through 12; if the institution only provides certification for some levels (e.g., elementary only and not secondary), be sure to indicate that only certain levels are offered.

Student Services

Years of study required for entry. If the institution limits entrance to students who have completed certain academic requirements, select the years of study required for entry. For example, upper division only schools may require 2 years (60 credits) of study prior to admittance, and schools that offer only graduate programs may require bachelor's degrees or 4 years of study for entrance.

Student services. Indicate which of the listed services are offered by the institution.

Library. Indicate whether the institution has its own library, contributes financially to a shared library, or has no library.

Part D - Student Charges

The following data items are to be completed prior to entering charges:

On-campus or institutionally controlled housing. Indicate if ALL full-time, first-time degree/certificate-seeking students are required to live on-campus or in institutionally-controlled housing.

Tuition based on residence. Indicate if the institution charges a different price for students from in-district, in-state, or out-of-state.

Housing. Indicate if the institution provides on-campus housing and, if so, the housing capacity.

Meal plans. If the institution offers fixed meal plans, provide the number of meals per week in the maximum plan available. Institutions will also report the board charges or combined room and board charges on later screens.

Part D - Student Charges For Program Reporters

Number of Programs

Application fee. If the institution charges an application fee, indicate the amount.

Number of programs. Provide the total number of occupational/vocational programs offered by the institution.

Price of Attendance - Largest Program

Largest program. Institutions that provided data the largest program in the prior year will see pre-loaded data. These data can be modified or new data for the 2008-09 year can be entered. If the largest program has changed, check the box provided and indicate a different program. **Note:** You will be required to enter data for all three years as indicated on the page.

To change the largest program, select the program category from the first drop list and the corresponding program code and title from the second drop list. If you need to *restore* the pre-loaded information, click the reset button at bottom of the page.

Provide amounts for room and board and other expenses as requested. These are the amounts used by your financial aid office for determining eligibility for student financial assistance. **Note:** In order to lock the submission, you must provide data in these fields.

Tuition and Fees - Next 5 Programs

Largest programs. Provide the Classification of Instructional Program (CIP) code, tuition and required fees for the total program, the cost of books and supplies for the total program, the length of the program in contact or credit hours and the number of months it takes to complete the entire program. **Note:** English as a second language and GED courses are not to be included in IPEDS.

- Refer to the [2000 Classification of Instructional Programs \(CIP\) guide](#), and match the program title as closely as possible with a program listed in this publication. Select the program category from the first drop list and the corresponding program code and title from the second drop list.
- Indicate whether the length of the entire program is measured in contact or credit hours.
- Enter the total tuition and required fees charged for the entire length of the program.
- Enter the cost of books and supplies for the total program.
- Report the full length of the program measured in contact or credit hours.
- If the institution charges a different amount for in-state and out-of-state students, provide the amount charged to in-state students here.

Part D - Student Charges for Academic Year Reporters

Undergraduate Students

Undergraduate students include:

- Students who have not obtained a bachelor's degree;
- Students in bachelor's degree programs which require *at least 4 years but fewer than 6 years* of college work; and
- Students in occupational or general study programs requiring 1, 2, or 3 years of college work which are designed to prepare students for immediate employment or to provide general education rather than to serve as the first 1, 2, or 3 years of a bachelor's degree program.

Application fee. If the institution charges an application fee, indicate the amount.

Since tuition and required fees and room and board charges may be different for varying groups of **full-time undergraduate students** at an institution, adhere to the following rules regarding reporting:

- Report the amount of tuition and required fees for **the full academic year** most frequently charged to in-district, in-state and out-of-state students. Provide amounts in all columns (in-district, in-state and out-of-state) even if they are the same. If the institution charges tuition on a per-credit-hour basis, estimate average tuition based on the average full-time credit hour load for an entire academic year.
- When reporting required fees, include all fixed sum charges that are REQUIRED of a majority of students.
- Do not include any charges that are clearly optional.
- If the institution has a single lump sum charge for tuition, required fees, and room and board, enter the amount as a comprehensive fee.

Per credit hour charges. Enter the dollar amount your institution most frequently charges to **part-time undergraduate students** per credit hour of instruction. Provide data for in-district, in-state, and out-of-state students.

Reporting Professional Programs Beyond the Baccalaureate Level

The categories used to classify and report professional programs beyond the baccalaureate level have been revised, and the revisions are currently in a reporting phase-in period. Therefore, institutions must indicate which method they will use to report these programs in order to get the correct screens.

To use the new method, you will need to recode all first-professional programs into the following four graduate level categories:

- Master's degree
- Doctor's degree - research/scholarship
- Doctor's degree - professional practice
- Doctor's degree - other

In addition, you will also report any first-professional certificates as post-master's certificates.

Only the following programs are considered first-professional:

- Chiropractic (D.C., D.C.M.) (51.0101)
- Dentistry (D.D.S., D.M.D.) (51.0401)
- Medicine (M.D.) (51.1201)
- Optometry (O.D.) (51.1701)
- Osteopathic Medicine (D.O.) (51.1901)
- Pharmacy (Pharm.D.) (51.2001)*

- Podiatry (D.P.M., D.P., Pod.D.) (51.2101)
- Veterinary Medicine (D.V.M.) (51.2401)
- Law (L.L.B., J.D.) (22.0101)
- Theology (M.Div., M.H.L./Rav, B.D., or Ordination) (39.0602 or 39.0605)

*NOTE - The Bachelor of Pharmacy program is a Bachelor's degree program, and as such is an undergraduate program.

Once the first-professional programs have been recoded, students in those programs are considered graduate students and activity in those programs is considered graduate level activity.

Institutional Characteristics (IC) and Fall Enrollment (EF) must use the same method, since IC drives the screens that are seen for EF. Once a choice of method has been made in the Fall on IC, that method must be used on EF in the Winter/Spring.

Completions and 12-month Enrollment are also affected by these changes, but institutions may make their choice of reporting method for these components independently of IC and of each other.

Reporting using the new method will be mandatory according to the following schedule, and optional until then:

- Institutional Characteristics and Fall Enrollment - mandatory in 2009-10
- Completions and 12-month Enrollment - mandatory in 2010-11

Reporting using new categories

When reporting graduate tuition using the *new* categories, do NOT include Doctor's - Professional Practice tuition with the graduate tuition. You will not report tuition for these programs.

Application fee. If the institution charges an application fee, indicate the amount.

Since tuition and required fees and room and board charges may be different for varying groups of **full-time graduate students** at an institution, adhere to the following rules regarding reporting:

- Report the amount of tuition and required fees for the full academic year most frequently charged to **full-time graduate students**. Provide amounts in all columns (in-district, in-state and out-of-state) even if they are the same. If the institution charges tuition on a per-credit-hour basis, estimate average tuition based on the average full-time credit hour load for an academic year.
- When reporting required fees, include all fixed sum charges that are REQUIRED of a majority of students.
- **Do not** include any charges that are clearly optional.

Per credit hour charges. Enter the dollar amount the institution most frequently charges to

part-time graduate students per credit hour of instruction. Provide data for in-district, in-state, and out-of-state students.

Reporting using new categories

These instructions should only be used if you are using the *old* categories to report.

Report graduate tuition and fees as indicated above. Additionally, provide the following data for first professional programs.

Application fee. If the institution charges an application fee, indicate the amount.

Tuition and required fees for first-professional programs. Enter in the spaces provided the dollar amount of tuition and required fees for an academic year charged to full-time students in each of the first-professional programs offered at the institution. Prior year data are provided where available; if the institution no longer offers a program, do not report current year tuition or fees for that program.

Part D - Room and Board Charges

Report the typical room charge for the **full academic year** 2008-09 for a full-time student sharing a room with one other student. Report the board charge based on the maximum meal plan available for 2008-09 to a full-time student. Report a combined room and board charge only if room and board charges **CANNOT BE SEPARATED**.

Part D - Price of Attendance

Institutions with standard academic terms (semesters, trimesters, quarters, or 4-1-4 or other academic plans) should provide price information for in-district, in-state, and out-of-state students for the FULL ACADEMIC YEAR in the columns indicated. At this time, you may update or correct any 2006-07 or 2007-08 data that were previously provided. If your institution did not previously report student price information, be sure to provide **three years** of data.

Prices entered on this screen will be compared to similar prices entered for the prior year. If *you change a previously reported amount* and the new amount exceeds what was previously reported by 25%, an explanation will be required to lock the data. Amounts that reflect an increase of more than 10% for consecutive school years will also require an explanation in order to lock the data.

Tuition and fees, books and supplies, room and board, and other expenses are those amounts used by your financial aid office for determining eligibility for student financial assistance. You **must** supply this information in the boxes provided. Report comprehensive

fee if tuition/room/board charges cannot be separated. **You will not be able to lock without these data.**

Part E - Additional Information

Athletic Affiliation. Indicate if the institution is a member of a national athletic association.

NCAA or NAIA. For institutions belonging to NCAA or NAIA, select the conference (by sport) from the drop list provided.

Additional Information - New Institutions

Enrollment in postsecondary programs. Indicate the typical percentage (%) of students enrolled in postsecondary programs at your institution.