

2004-05 College of Southern Idaho

Common Data Set for External Publications Surveys

Direct Questions to: Terry Woodland
Phone: 208-732-6241
email: twoodland@csi.edu

Last Updated 5/04/05

- A. General Information
- B. Enrollment and Persistence
- C. First-Time, First-Year Admission
- D. Transfer Admission
- E. Academic Offerings and Policies
- F. Student Life
- G. Annual Expenses
- H. Financial Aid
- I. Instructional Faculty and Class Size
- J. Degrees Conferred

SUMMARY OF SIGNIFICANT CHANGES TO THE CDS FOR 2004-05

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

NEW ITEMS

A0A Request for feedback about problematic items.

CHANGED ITEMS

C8 The "Entrance Exams" section has been changed to reflect the changes in the SAT and ACT that will affect students applying in **Fall 2006**.

I-1 The "Instructional Faculty" section's definitions have been improved and a table now indicates who should be included in or excluded from full- and part-time counts.

J The instructions for the "Degrees Conferred" section now instruct respondents to base percentages on majors, not headcount.

PERMANENTLY DELETED OR TEMPORARILY DISCONTINUED ITEMS

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

DEFINITIONS

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

A1 Address Information

- A1 Name of College/University:
- A1 Mailing Address:
 - A1 City/State/Zip/Country:
- A1 Street Address (if different):
 - A1 City/State/Zip/Country:
- A1 Main Phone Number:
- A1 WWW Home Page Address:
- A1 Admissions Phone Number:
- A1 Admissions Toll-Free Phone Number:
- A1 Admissions Office Mailing Address:
 - A1 City/State/Zip/Country:
- A1 Admissions Fax Number:
- A1 Admissions E-mail Address:
- A1 Is there a separate URL application site on the Internet? If so, please specify:

- A2
- A2 Public
- A2 Private (nonprofit)
- A2 Proprietary

A3 Classify your undergraduate institution:

- A3 Coeducational college
- A3 Men's college
- A3 Women's college

A4 Academic year calendar:

- A4 Semester
- A4 Quarter
- A4 Trimester
- A4 4-1-4
- A4 Continuous
- A4 Differs by program (describe):
- A4 Other (describe):

Common Data Set 2004-05

B1

B1		Men	Women	Men	Women
B1	Undergraduates				
B1	Degree-seeking, first-time freshmen	438	433	160	221
B1	Other first-year, degree-seeking	366	634	280	564
B1	All other degree-seeking	401	831	226	591
B1	<i>Total degree-seeking</i>	1,205	1,898	666	1,376
B1	All other undergraduates enrolled in credit courses				



B3	Associate degrees	609
B3	Bachelor's degrees	
B3	Postbachelor's certificates	
B3	Master's degrees	
B3	Post-Master's certificates	
B3	Doctoral degrees	
B3	First professional degrees	
B3	First professional certificates	

Graduation Rates

Common Data Set 2004-05

B6	Final 1997 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	0
B7	Of the initial 1997 cohort, how many completed the program in four years or less (by August 31, 2001):	
B8	Of the initial 1997 cohort, how many completed the program in more than four years but in five years or less (after August 31, 2001 and by August 31, 2002):	
B9	Of the initial 1997 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2002 and by August 31, 2003):	
B10	Total graduating within six years (sum of questions B7, B8, and B9):	0
B11	Six-year graduation rate for 1997 cohort (question B10 divided by question B6):	#DIV/0!

For Two-Year Institutions

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

2001 Cohort

B12	Initial 2001 cohort, total of first-time, full-time degree/certificate-seeking students:	809
B13	Of the initial 2001 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	
B14	Final 2001 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	809
B15	Completers of programs of less than two years duration (total):	
B16	Completers of programs of less than two years within 150 percent of normal time:	48
B17	Completers of programs of at least two but less than four years (total):	
B18	Completers of programs of at least two but less than four-years within 150 percent of normal time:	124
B19	Total transfers-out (within three years) to other institutions:	119
B20	Total transfers to two-year institutions:	
B21	Total transfers to four-year institutions:	

2000 Cohort

B12	Initial 2000 cohort, total of first-time, full-time degree/certificate-seeking students:	719
B13	Of the initial 2000 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	
B14	Final 2000 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	719
B15	Completers of programs of less than two years duration (total):	
B16	Completers of programs of less than two years within 150 percent of normal time:	50
B17	Completers of programs of at least two but less than four years (total):	
B18	Completers of programs of at least two but less than four-years within 150 percent of normal time:	117
B19	Total transfers-out (within three years) to other institutions:	115
B20	Total transfers to two-year institutions:	
B21	Total transfers to four-year institutions:	

Retention Rates

Common Data Set 2004-05

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

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

--

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

Applications

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

- C1 Total first-time, first-year (freshman) men who applied
- C1 Total first-time, first-year (freshman) women who applied

- C1 Total first-time, first-year (freshman) men who were admitted
- C1 Total first-time, first-year (freshman) women who were admitted

- C1 Total full-time, first-time, first-year (freshman) men who enrolled 438
- C1 Total part-time, first-time, first-year (freshman) men who enrolled 160

- C1 Total full-time, first-time, first-year (freshman) women who enrolled 433
- C1 Total part-time, first-time, first-year (freshman) women who enrolled 221

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

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

Admission Requirements

- C3 High school completion requirement**
- C3 High school diploma is required and GED is accepted
- C3 High school diploma is required and GED is not accepted
- C3 High school diploma or equivalent is not required X

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

admission requirements C5 Discontinued C4 High school units required and C6 Dual enrollment

		Units Required	Units Recommended
C5			
C5	Total academic units		
C5	English		
C5	Mathematics		
C5	Science		

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

Basis for Selection

C6

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

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

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

SAT and ACT Policies



C8 Entrance exams

C8	[redacted]	Yes	No
C8A	[redacted]		X
C8A	[redacted]		
C8A	[redacted]		

Common Data Set 2004-05

C8A

[Redacted]

Require

Recommend

Require for Some

Cons

[Redacted]

[Redacted]

[Redacted]

[Redacted]

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

C9	Percent submitting SAT scores		Number submitting SAT scores	
C9	Percent submitting ACT scores		Number submitting ACT scores	

C9		25th Percentile	75th Percentile
C9	SAT Verbal		
C9	SAT Math		
C9	ACT Composite		
C9	ACT English		
C9	ACT Math		

C9 Percent of first-time, first-year (freshman) students with scores in each range:

C9		SAT Verbal	SAT Math	
C9	700-800			
C9	600-699			
C9	500-599			
C9	400-499			
C9	300-399			
C9	200-299			
C9	Totals should = 100%	0.00%	0.00%	
C9		ACT Composite	ACT English	ACT Math
C9	30-36			
C9	24-29			
C9	18-23			
C9	12-17			
C9	6-11			
C9	Below 6			
C9	Totals should = 100%	0.00%	0.00%	0.00%

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

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

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

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

Admission Policies

C13 Application Fee

C13		Yes	No
C13	Does your institution have an application fee?		X
C13	Amount of application fee:		
C13		Yes	No
C13	Can it be waived for applicants with financial need?		

C14 Application closing date

C14		Yes	No
C14	Does your institution have an application closing date?		X
C14	Application closing date (fall):		
C14	Priority date:		

C15		Yes	No
C15	Are first-time freshmen accepted for terms other than the fall?	X	

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

C16	On a rolling basis beginning (date):	
C16	By (date):	
C16	Other:	

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

C17	Must reply by (date):	
C17	No set date:	X
C17	Must reply by May 1 or within _____ weeks if notified thereafter	
C17	Other:	

C18 Deferred admission

C18		Yes	No
C18	Does your institution allow students to postpone enrollment after admission?	X	
C18	If yes, maximum period of postponement:		

C19 Early admission of high school students

C19		Yes	No
C19	Does your institution allow high school students to enroll as full-time, first-time, first-year (freshman) students one year or more before high school graduation?	X	

C20 Common Application

C20		Yes	No
C20	Will you accept the Common Application distributed by the National Association of Secondary School Principals if submitted?		X
C20	If "yes," are supplemental forms required?		
C20	Is your college a member of the Common Application Group?		

Early Decision and Early Action Plans

C21 Early Decision

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

C22 Early action

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

Fall Applicants

D1		Yes	No
D1		X	
D1			X

D2

D2		Applicants	Admitted Applicants	Enrolled Applicants
D2	Men			
D2	Women			
D2	Total	0	0	0

Application for Admission

D3 Indicate terms for which transfers may enroll:

D3	Fall	X
D3	Winter	
D3	Spring	X
D3	Summer	X

D4		Yes	No
----	--	-----	----

D4 Must a transfer applicant have a minimum number of credits completed or else must apply as an entering freshman?

D4 If yes, what is the minimum number of credits and the unit of measure?

D5		Required of All	Recommended of All	Recommended of Some	Required of Some	Not Required
D5	High school transcript				X	
D5	College transcript(s)	X				
D5	Essay or personal statement					
D5	Interview					
D5	Standardized test scores					
D5	Statement of good standing from prior institution(s)					

D6

D7 If a minimum college grade point average is required of transfer applicants, specac.g.cr46ua2071 TD(0mtD(transfer a68 a68 .78 1.2687 TD(Rt what is tation for Admis4I)Tj8.6s4

D8 List any other application requirements specific to transfer applicants:

D9 List application priority, closing, notification, and candidate reply dates for transfer students. If applications are reviewed on a continuous or rolling basis, place a check mark in the "Rolling admission" column.

D9		Priority Date	Closing Date	Notification Date	Reply Date	Rolling Admission
D9	Fall					X
D9	Winter					
D9	Spring					X
D9	Summer					X

D10		Yes	No
D10	Does an open admission policy, if reported, apply to transfer students?	X	

D11 Describe additional requirements for transfer admission, if applicable:

Transfer Credit Policies

D12 Report the lowest grade earned for any course that may be transferred for credit: D

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

D14		Number	Unit Type
D14	Maximum number of credits or courses that may be transferred from a four-year institution:		

D15 Minimum number of credits that transfers must complete at your institution to earn an associate degree: 15

D16 Minimum number of credits that transfers must complete at your institution to earn a bachelor's degree:

D17 Describe other transfer credit policies:

E. ACADEMIC OFFERINGS AND POLICIES

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

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

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

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

E3	Arts/fine arts	
E3	Computer literacy	X
E3	English (including composition)	X
E3	Foreign languages	
E3	History	
E3	Humanities	X
E3	Mathematics	X
E3	Philosophy	
E3	Sciences (biological or physical)	X
E3	Social science	X
E3	Other (describe): Communication	X

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

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

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

F. STUDENT LIFE

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

F1		First-time, first-year (freshman) students	Undergraduates
F1	Percent who are from out of state (exclude international/nonresident aliens)		
F1	Percent of men who join fraternities		
F1	Percent of women who join sororities		
F1	Percent who live in college-owned, -operated, or -affiliated housing		
F1	Percent who live off campus or commute		
F1	Percent of students age 25 and older		
F1	Average age of full-time students		
F1	Average age of all students (full- and part-time)		

F2 Activities offered Identify those programs available at your institution.

F2	Choral groups	X
F2	Concert band	X
F2	Dance	X
F2	Drama/theater	X
F2	Jazz band	X
F2	Literary magazine	
F2	Marching band	
F2	Music ensembles	X
F2	Musical theater	
F2	Opera	
F2	Pep band	X
F2	Radio station	X
F2	Student government	X
F2	Student newspaper	X
F2	Student-run film society	
F2	Symphony orchestra	
F2	Television station	
F2	Yearbook	

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

F3		On Campus	At Cooperating Institution	Name of Cooperating Institution
F3	Army ROTC is offered:			
F3	Naval ROTC is offered:			
F3	Air Force ROTC is offered:			

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

F4	Coed dorms	
F4	Men's dorms	X
F4	Women's dorms	X

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

Common Data Set 2004-05

G2	Number of credits per term a student can take for the stated full-time tuition	10	20
-----------	--	----	----

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

G4 If tuition and fees vary by undergraduate instructional program, describe briefly:

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

G5		Residents	Commuters (living at home)	Commuters (not living at home)
G5	Books and supplies	\$1,000	\$1,000	\$1,000
G5	Room only			
G5	Board only			
G5	Transportation			
G5	Other expenses	\$3,420	\$3,420	\$3,420

G6 Undergraduate per-credit-hour charges

G6	PRIVATE INSTITUTIONS:	
G6	PUBLIC INSTITUTIONS In-district:	
G6	PUBLIC INSTITUTIONS In-state (out-of-district):	
G6	PUBLIC INSTITUTIONS Out-of-state:	
G6	NONRESIDENT ALIENS:	

Aid Awarded to Enrolled Undergraduates

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

H1		2004-2005 estimated	2003-2004 final
H1	Indicate the academic year for which data are reported for items H1, H2, H2A, and H6 below:		2003-2004
H3			
H3	X		
H3			
H3			
H1		Need-based \$ (Include non-need-based aid used to meet need.)	Non-need-based \$ (Exclude non-need-based aid used to meet need.)
H1			
H1		\$7,167,760	\$6,212
H1		\$223,970	\$108,016
H1		\$704,734	\$742,271
H1		\$558,005	\$194,196
H1		\$8,654,469	\$1,050,695
H1	Self-Help		
H1	Student loans from all sources (excluding parent loans)	\$6,042,138	\$494,345
H1	Federal Work- 11002TJT*S9I686 below.36 Tm(4 sn wai-1.2(TotgLoanin1.2tuitionwaw9168 they/employ -1.ata beinoo.3	\$246,718	
H1		\$129,412	
H1	Total Self-Help	\$6,418,300	\$494,345
H1	Other		
H1	Parent Loans	\$5,804	\$44,547
H1	Tuition Waivers Reporting is optional. Report tuition waivers in this row if you choose to report them. Do not report tuition waivers elsewhere.		
H1	Athletic Awards		\$65,133

Common Data Set 2004-05

H2

H2		First-time Full-time Freshmen	Full-time Undergraduate (Incl. Fresh.)	Less Than Full-time Undergraduate
H2	a) Number of degree-seeking undergraduate students (CDS Item B1 if reporting on Fall 2004 cohort)	2758	5110	1708
H2	b) Number of students in line a who applied for need-based financial aid	1771	4123	1613
H2	c) Number of students in line b who were determined to have financial need	1050	2626	1524
H2	d) Number of students in line c who were awarded any financial aid	691	1914	1376
H2	e) Number of students in line d who were awarded any need-based scholarship or grant aid	660	1770	1265
H2	f) Number of students in line d who were awarded any need-based self-help aid	382	1236	753
H2	g) Number of students in line d who were awarded any non-need-based scholarship or grant aid	17	28	3
H2	h) Number of students in line d whose need was fully met (<u>exclude PLUS loans, unsubsidized loans, and private alternative loans</u>)	35	78	11
H2	i) On average, the percentage of need that was met of students who were awarded any need-based aid. Exclude any aid that was awarded in excess of need as well as any resources that were awarded to replace EFC (<u>PLUS loans, unsubsidized loans, and private alternative loans</u>)	32.2%	37.7%	33.3%
H2	j) The average financial aid package of those in line d . Exclude any resources that were awarded to replace Number of students in line d			

Common Data Set 2004-05

H2A		First-time Full-time Freshmen	Full-time Undergrad (Incl. Fresh.)	Less Than Full-time Undergrad
H2A	n) Number of students in line a who had no financial need and who were awarded institutional non-need-based scholarship or grant aid (exclude those who were awarded athletic awards and tuition benefits)	847	927	131
H2A	o) Average dollar amount of institutional non-need-based scholarship and grant aid awarded to students in line n	\$ 1,314	\$ 1,469	\$ 1,621
H2A	p) Number of students in line a who were awarded an institutional non-need-based athletic scholarship or grant			
H2A	q) Average dollar amount of institutional non-need-based athletic scholarships and grants awarded to students in line p			

H3 Incorporated into H1 above.

H4 Provide the percentage of the 2004 undergraduate class who graduated between July 1, 2003 and June 30, 2004 and borrowed at any time through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; exclude parent loans). Include only students 5ed, priva3orrowwhilabenrl dr

H5

H6

H6
H6
H6 Institutional scholarship or grant aid is not available X

H6 If institutional financial aid is available for undergraduate degree-seeking nonresident aliens, provide the number of undergraduate degree-seeking nonresident aliens who were awarded need-based or non-need-based aid:

H6 Average dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:

H6 Total dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:

Process for First-Year/Freshman Students

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

H7	CSS/Financial Aid PROFILE	
H7	State aid form	
H7	Noncustodial (Divorced/Separated) Parent's Statement	
H7	Business/Farm Supplement	
H7	Other (specify):	

H8 Check off all financial aid forms nonresident alien first-year financial aid applicants must submit:

H8	Institution's own financial aid form	
H8	CSS/Financial Aid PROFILE	
H8	Foreign Student's Financial Aid Application	
H8	Foreign Student's Certification of Finances	
H8	Other (specify):	

H9 Indicate filing dates for first-year (freshman) students:

H9	Priority date for filing required financial aid forms:	3/1
H9	Deadline for filing required financial aid forms:	ROLLING
H9	No deadline for filing required forms (applications processed on a rolling basis):	X

H10 Indicate notification dates for first-year (freshman) students (answer a or b):

H10	a) Students notified on or about (date):	6/1
H10		Yes No
H10	b) Students notified on a rolling basis:	X
H10	If yes, starting date:	

H11 Indicate reply dates:

H11	Students must reply by (date):	
H11	or within <u>4</u> weeks of notification.	X

Types of Aid Available

Please check off all types of aid available to undergraduates at your institution:

H12 Loans

H12	FEDERAL DIRECT STUDENT LOAN PROGRAM (DIRECT LOAN)	
H12	Direct Subsidized Stafford Loans	
H12	Direct Unsubsidized Stafford Loans	
H12	Direct PLUS Loans	

H12 FEDERAL FAMILY EDUCATION LOAN PROGRAM (FFEL)

H12	FFEL Subsidized Stafford Loans	X
H12	FFEL Unsubsidized Stafford Loans	X
H12	FFEL PLUS Loans	X

H12	Federal Perkins Loans	
H12	Federal Nursing Loans	
H12	State Loans	
H12	College/university loans from institutional funds	X
H12	Other (specify):	

H13 Scholarships and Grants

Common Data Set 2004-05

H13 NEED-BASED:

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

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

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

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

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

I1

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

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

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

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

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

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

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

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

	Full-Time	Part-Time	Total
I1 a) Total number of instructional faculty	160	221	381
I1 b) Total number who are members of minority groups			
I1 c) Total number who are women	72	115	187
I1 d) Total number who are men	88	106	194
I1 e) Total number who are nonresident aliens (international)			
I1 f) Total number with doctorate, first professional, or other terminal degree			

I1	g) Total number whose highest degree is a master's but not a terminal master's			
I1	h) Total number whose highest degree is a bachelor's			
I1	i) Total number whose highest degree is unknown or other (Note: Items f, g, h, and i must sum up to item a.)			
I1	j) Total number in stand-alone graduate/ professional programs in which faculty teach virtually only graduate-level students			

I2 Student to Faculty Ratio

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

I2	Fall 2004 Student to Faculty ratio	19 to 1	(based on 4492 students and 233 faculty).
----	------------------------------------	---------	---

I3 Undergraduate Class Size

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

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

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

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

I3 Number of Class Sections with Undergraduates Enrolled

I3 Undergraduate Class Size (provide numbers)

I3	CLASS SECTIONS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
I3		184	308	221	130	34	28	4	909

I3	CLASS SUB-SECTIONS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
I3		24	44	39	3	1	2	0	113

J1 Degrees conferred between July 1, 2003 and June 30, 2004

J1

J1	Category	Diploma/Certificates	Associate	Bachelor's	CIP 1990 Categories to Include	CIP 2000 Categories to Include
J1	Agriculture	13.90%	4.60%		1 and 2	1
J1	Architecture				4	4
J1	Area and ethnic studies				5	5
J1	Biological/life sciences		2.10%		26	26
J1	Business/marketing	6.10%	19.60%		8 and 52	52
J1	Communications/communication technologies		0.50%		9 and 10	9 and 10
J1	Computer and information sciences		0.80%		11	11
J1	Education	2.00%	7.90%		13	13
J1	Engineering/engineering technologies	3.00%	3.30%		14 and 15	14 and 15
J1	English		1.00%		23	23
J1	Foreign languages and literature		0.60%		16	16
J1	Health professions and related sciences	45.90%	15.80%		51	51
J1	Home economics and vocational home economics	3.00%	2.10%		19 and 20	19
J1	Interdisciplinary studies				30	30
J1	Law/legal studies		0.60%		22	22
J1	Liberal arts/general studies	1.50%	25.10%		24	24
J1	Library science		0.20%		25	25
J1	Mathematics		0.50%		27	27
J1	Military science and technologies				28 and 29	29
J1	Natural resources/environmental science				3	3
J1	Parks and recreation				31	31
J1	Personal and miscellaneous services	1.00%	0.30%		12	12
J1	Philosophy, religion, theology				38 and 39	38 and 39
J1	Physical sciences					

Common Data Set Definitions

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

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

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

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

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

***Adult student services:**

Common Data Set 2004-05

Certificate: See **Postsecondary award, certificate, or diploma.**

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

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

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

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

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

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

Continuous basis (for program enrollment): A

Common Data Set 2004-05

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

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

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

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

ul23 52QBT9.96 0 0 9.96 288.9329 548.64 T252ul23 52QBT deusnt:i 56.4 546.96 303.124 Tm4 273 548.6T9.96 0 0 9.96 12

Common Data Set 2004-05

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

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

Geographical residence (as admission factor): Special consideration in the admission process given to students from a

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

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

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

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

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

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

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

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

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

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

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

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

contact hours.

Common Data Set 2004-05

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

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

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

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

Common Data Set 2004-05

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

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

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

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

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

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

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

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

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

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

Financial Aid Definitions

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

Common Data Set 2004-05

Non-need athletic awards

Non-need federal grants

Non-need state grants

Non-need outside grants

Non-need student loans

Non-need parent loans

Non-need work

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

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