

2003-04 College of Southern Idaho

Common Data Set for External Publications Surveys

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Last Updated 6/25/04

- 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

CHANGES TO THE CDS FOR 2003-2004

NEW ITEMS

- A0. **Respondent Information:** This item collects respondent name and contact information in case questions arise. (This information will not be published.) It also requests the Web address of CDSs posted online for use by data collectors.

CHANGED ITEMS

- B4. - B21. **Graduation Rates:** Bachelor's or equivalent program data may be provided for the fall 1997 cohort else the fall 1996 cohort depending upon the timing of the data request and the availability of the data. Likewise for two-year institutions, data may be provided for the 2000 cohort else the 1999 cohort.
- E4. - E8. **Library Collections:** This item now references questions and definitions used in the most recent Academic Libraries Survey.
- H. **Financial Aid:**
Questions were reworded slightly for clarification. The term "gift aid" was replaced with "scholarship or grant aid" and "received" was replaced with "awarded."
In H1, the row heading "State (Scholarship/Grants)" was defined to include scholarships and grants from all states, not only the state in which your institution is located.
In H2b, the question was refined to include only students who applied for need-based financial aid.
In H2i, financial aid awarded in excess of need is to be excluded.
H2A "Number of Enrolled Students Awarded Non-need-based Scholarships and Grants" was refined to include only institutional aid.
- J. **Degrees Conferred:** CIP 2000's two-digit categories are now listed alongside those for CIP 1990.

ANNUAL UPDATES (e.g., changes to years, etc.)

- B. Enrollment and Persistence
C. First-time, First-Year (Freshman) Admission
D. Transfer Admission
F1. Student Life
G. Annual Expenses
H. Financial Aid
I. Instructional Faculty and Class Size
J. Degrees Conferred

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B1

B1		Men	Women	Men	Women
B1	Undergraduates				
B1	Degree-seeking, first-time freshmen	433	461	175	236
B1	Other first-year, degree-seeking				
B1	All other degree-seeking	799	1,347	516	1,092
B1	<i>Total degree-seeking</i>	1,232	1,808	691	1,328
B1	All other undergraduates enrolled in credit courses	15	32	553	1,191
B1	<i>Total undergraduates</i>	1,247	1,840	1,244	2,519
B1	First-Professional				
B1	First-time, first-professional students				
B1	All other first-professionals				
B1	<i>Total first-professional</i>				



B3	Associate degrees	537
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

The items in this section correspond to data elements collected by the IPEDS Web-based Data Collection System's Graduation Rate Survey (GRS). For complete instructions and definitions of data elements, see the IPEDS GRS instructions and glossary on the 2003 Web-based survey.

For Bachelor's or Equivalent Programs

Please provide data for the fall 1997 cohort if available. If fall 1997 cohort data are not available, provide data for the fall 1996 cohort.

Fall 1997 Cohort

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

B4	Initial 1997 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	
B5	Of the initial 1997 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	
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!

Fall 1996 Cohort

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1996. Include in the cohort those who entered your institution during the summer term preceding fall 1996.

B4	Initial 1996 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	
B5	Of the initial 1996 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:	

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B6	Final 1996 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	0
B7	Of the initial 1996 cohort, how many completed the program in four years or less (by August 31, 2000):	
B8	Of the initial 1996 cohort, how many completed the program in more than four years but in five years or less (after August 31, 2000 and by August 31, 2001):	
B9	Of the initial 1996 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2001 and by August 31, 2002):	
B10	Total graduating within six years (sum of questions B7, B8, and B9):	0
B11	Six-year graduation rate for 1996 cohort (question B10 divided by question B6):	#DIV/0!

For Two-Year Institutions

Please provide data for the 2000 cohort if available. If 2000 cohort data are not available, provide data for the 1999 cohort.

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:	52
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:	

1999 Cohort

B12	Initial 1999 cohort, total of first-time, full-time degree/certificate-seeking students:	710
B13	Of the initial 1999 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 1999 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	710
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:	102
B19	Total transfers-out (within three years) to other institutions:	113
B20	Total transfers to two-year institutions:	
B21	Total transfers to four-year institutions:	

Retention Rates

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 2003. Include early decision,

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	433	
C1	Total part-time, first-time, first-year (freshman) men who enrolled	175	
C1	Total full-time, first-time, first-year (freshman) women who enrolled	461	
C1	Total part-time, first-time, first-year (freshman) women who enrolled	236	

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 2003 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	X	
C3	High school diploma is required and GED is not accepted		
C3	High school diploma or equivalent is not required		
C4	Does your institution require or recommend a general college-preparatory program for degree-seeking students?		
C4			
C4		X	
C5			

C5		Units Required	Units Recommended
C5	Total academic units		
C5	English	8	
C5	Mathematics	4	
C5	Science	4	

- 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
- C6
- C6
- C6
- C6



C7

C7



~~C6~~ Very Important Important Considered Not Considered

C7



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- C8A SAT I or ACT--SAT I preferred
- C8A SAT I or ACT--ACT preferred
- C8A SAT I and SAT II
- C8A SAT I and SAT II or ACT
- C8A SAT II

C8A

C8A [Redacted]

Yes

No

C8A Placement

X

C8A Counseling

C8B

C8B

[Redacted]

Require

Recommend

Require for Some

C8B SAT I

C8B SAT II

C8B ACT

C8B SAT I or ACT

C8C

C8C

[Redacted]

[Redacted]

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C9 500-599
 C9 400-499
 C9 300-399
 C9 200-299
 Totals should = 100% 0.00% 0.00%

C9		ACT Composite	ACT English	ACT Math
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C9 30-36
 C9 24-29
 C9 18-23
 C9 12-17
 C9 6-11
 C9 Below 6
 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
 C10
 C10
 C10
 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:

Top half +
bottom half = 100%

C11 Percentage of all enrolled, degree-seeking, first-time, first-year (freshman) students who had high school
 Percentage ec7g8.72 17.7rT4 TD(witun41o3ol class)Tjwaived for applicants
 Perennts7 TD.e11n. in na/TT2 1 Tf4ts7Tf4ts7T2lowiD(nntA9m-3.68 TD(C11)Tj0 -3. 6 cs-3.cs deg0o3ouT67 TD(with financial neTD.

C11
 C11
 C11
 C11
 Totals should = 100% 0.00%

C12
 C12

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 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:
C17 Must reply by May 1 or within
_____ weeks if notified
thereafter
C17 Other:

C18 Deferred admission

C18	<input type="checkbox"/>	Yes	No
C18	<input checked="" type="checkbox"/>		
C18			

C19 Early admission of high school students

C19	<input type="checkbox"/>	Yes	No
C19	<input checked="" type="checkbox"/>		

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?

C20 Common Application

C20	<input type="checkbox"/>	Yes	No
C20	<input checked="" type="checkbox"/>		

Xe ComXe ComXe ComXe Com

C20
C20 Is your college a member of the Common Application Group?

Early Decision and Early Action Plans

C21 Early Decision

C21	<input type="checkbox"/>	Yes	No
C21	<input checked="" type="checkbox"/>		

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?

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 2003 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	<input type="checkbox"/>	Yes	No
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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?		
C22	If "yes," please complete the following:		
C22	Early action closing date		
C22	Early action notification date		

D. TRANSFER ADMISSION

Fall Applicants

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

D2 Provide the number of students who applied, were admitted, and enrolled as degree-seeking transfer students in fall 2003.

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

D5		Required of All	Recommended of All	Recommended of Some	Required of Some	Not Required
D5	High school transcript					
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 If a minimum high school grade point average is required of transfer applicants, specify (on a 4.0 scale):

--

D7 If a minimum college grade point average is required of transfer applicants, specify (on a 4.0 scale):

--

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 Does an open admission policy, if reported, apply to transfer students?

D10 Yes No
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 Maximum number of credits or courses that may be transferred from a two-year institution: Number Unit Type

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

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:

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E1

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		

F. STUDENT LIFE

F1 Percentages of first-time, first-year (freshman) students and all degree-seeking undergraduates enrolled in fall 2003 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):	

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G1

G1		First-Year	Undergraduates
G1	PRIVATE INSTITUTIONS Tuition:		
G1	PUBLIC INSTITUTIONS Tuition:		
	In-district	\$1,800	\$1,800
G1	PUBLIC INSTITUTIONS In-state (out-of-district):	\$2,800	\$2,800
G1	PUBLIC INSTITUTIONS Out-of-state:	\$5,000	\$5,000
G1	NONRESIDENT ALIENS Tuition:	\$5,000	\$5,000
G1	REQUIRED FEES:		
G1	ROOM AND BOARD:		

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

G3 Yes No
G3 X

G4

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

	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:

H. FINANCIAL AID

Aid Awarded to Enrolled Undergraduates

Enter total dollar amounts **awarded** to enrolled full-time and less than full-time degree-seeking undergraduates (**using the same cohort reported in CDS Question B1, "total degree-seeking undergraduates"**) in the following categories. (Note: If the data being reported are final figures for the 2002-2003 academic year (see the next item below), use the 2002-2003 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	2003-2004 estimated	2002-2003 final
H1		2002-2003
H1	Indicate the academic year for which data are reported for items H1, H2, H2A, and H6 below:	
H3		
H3		
H3		
H3	Both FM and IM	
H1	Need-based \$ (Include non-need-based aid used to meet need.)	Non-need-based \$ (Exclude non-need-based aid used to meet need.)
H1	Scholarships/Grants	
H1	\$6,520,479	\$25,000
H1	\$217,393	\$117,171
H1	\$647,676	\$692,749
H1	\$528,305	\$140,938
H1	\$7,913,853	\$975,858
H1	Self-Help	
H1	\$5,024,380	\$476,454
H1	\$246,448	
H1	\$137,771	
H1	\$5,408,599	\$476,454
H1	Other	
H1	\$24,040	
H1		
H1	\$610,535	
H1	\$482,639	

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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 2003 cohort)	2615	4780	1714
H2	b) Number of students in line a who applied for need-based financial aid	767	1943	1281
H2	c) Number of students in line b who were determined to have financial need	688	1792	1236
H2	d) Number of students in line c who were awarded any financial aid	688	1792	1236
H2	e) Number of students in line d who were awarded any need-based scholarship or grant aid	652	1664	1161
H2	f) Number of students in line d who were awarded any need-based self-help aid	351	1101	639
H2	g) Number of students in line d who were awarded any non-need-based scholarship or grant aid	17	49	10
H2	h) Number of students in line d whose need was fully met (<u>exclude PLUS loans, unsubsidized loans, and private alternative loans</u>)	33	88	18
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>)	47.6%	50.3%	34.0%
H2	j) The average financial aid package of those in line d . Exclude any resources that were awarded to replace EFC (<u>PLUS loans, unsubsidized loans, and private alternative loans</u>)	\$ 3,546	\$ 4,176	\$ 3,532
H2	k) Average need-based scholarship and grant award of those in line e	\$ 2,796	\$ 3,049	\$ 2,445
H2	l) Average need-based self-help award (<u>excluding PLUS loans, unsubsidized loans, and private alternative</u>			

loansloans\$ 3,04BT9 0 08 1 Tf9 0 9 08 0 1ET96.4 288.00031i0031i0031i0031ies

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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)	747	823	297
H2A	o) Average dollar amount of institutional non-need-based scholarship and grant aid awarded to students in line n	\$ 1,251	\$ 1,347	\$ 926
H2A	p) Number of students in line a who were awarded an institutional non-need-based athletic scholarship or grant	13	13	3
H2A	q) Average dollar amount of institutional non-need-based athletic scholarships and grants awarded to students in line p	\$ 3,540	\$ 3,540	\$ 4,570

H3 Incorporated into H1 above.

H4	Provide the percentage of the 2003 undergraduate class who graduated between July 1, 2002 and June 30, 2003 and borrowed at any time through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; exclude parent loans). Include only students who borrowed while enrolled at your institution.	82%
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H5	Report the average per-borrower cumulative undergraduate indebtedness of those in line H4. Do not include money borrowed at other institutions:	\$9,308
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Aid to Undergraduate Degree-seeking Nonresident Aliens (Note: Report numbers and dollar amounts for the same academic year checked in item H1.)

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

H6	Institutional need-based scholarship or grant aid is available	N/A
H6	Institutional non-need-based scholarship or grant aid is available	N/A
H6	Institutional scholarship or grant aid is not available	N/A

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	

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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		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	X
H12	Direct Unsubsidized Stafford Loans	X
H12	Direct PLUS Loans	
H12	FEDERAL FAMILY EDUCATION LOAN PROGRAM (FFEL)	
H12	FFEL Subsidized Stafford Loans	
H12	FFEL Unsubsidized Stafford Loans	
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

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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

I1 Please report the number of instructional faculty members in each category for Fall 2003.

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.

Institutions are asked to EXCLUDE:

- (a) instructional faculty in preclinical and clinical medicine
- (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,
- (c) undergraduate or graduate students who assist in the instruction of courses, but have titles such as teaching assistant, teaching fellow, and the like
- (d) faculty on leave without pay, and
- (e) replacement faculty for faculty on sabbatical leave.

Full-time: faculty employed on a full-time basis

Part-time: faculty teaching less than two semesters, three quarters, two trimesters, or two four-month sessions. Also includes adjuncts and part-time instructors.

Minority faculty: includes faculty who designate themselves as black, non-Hispanic; American Indian or Alaskan 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).

I1		Full-Time	Part-Time	Total
I1	a) Total number of instructional faculty	152	45	197
I1	b) Total number who are members of minority groups	3		
I1	c) Total number who are women	70		
I1	d) Total number who are men	82		
I1	e) Total number who are nonresident aliens (international)			
I1	f) Total number with doctorate, first professional, or other terminal degree	109		
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	24		
I1	i) Total number whose highest degree is unknown or other (Note: Items f, g, h, and i must sum up to item a.)	19		

I2 Student to Faculty Ratio

Report the Fall 2003 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 2003 Student to Faculty ratio	26 to 1.
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13 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 2003 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 2003. 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.

13 Number of Class Sections with Undergraduates Enrolled

		Undergraduate Class Size (provide numbers)							
13	CLASS SECTIONS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
13		193	342	210	99	29	29		902
13	CLASS SUB-SECTIONS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
13		25	75	50	12	3	10	1	176

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J1 Degrees conferred between July 1, 2002 and June 30, 2003 (Reference: IPEDS Completions, Part A)

J1

J1 Category	Diploma/Certificates	Associate	Bachelor's	CIP 1990 Categories to Include	CIP 2000 Categories to Include
J1 Agriculture	24%	4%		1 and 2	1
J1 Architecture				4	4
J1 Area and ethnic studies				5	5
J1 Biological/life sciences		3%		26	26
J1 Business/marketing	7%	16%		8 and 52	52
J1 Communications/communication technologies				9 and 10	9 and 10
J1 Computer and information sciences				11	11
J1 Education	3%	13%		13	13
J1 Engineering/engineering technologies	6%	3%		14 and 15	14 and 15
J1 English				23	23
J1 Foreign languages and literature		2%		16	16
J1 Health professions and related sciences	33%	13%		51	51
J1 Home economics and vocational home economics		1%		19 and 20	19
J1 Interdisciplinary studies				30	30
J1 Law/legal studies		1%		22	22
J1 Liberal arts/general studies		23%		24	24
J1 Library science				25	25
J1 Mathematics		1%		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				12	12
J1 Philosophy, religion, theology				38 and 39	38 and 39
J1 Physical sciences		1%		40 and 41	40 and 41
J1 Protective services/public administration	7%	4%		43 and 44	43 and 44
J1 Psychology		2%		42	42
J1 Social sciences and history		3%		45	45 and 54
J1 Trade and industry	20%	7%		46, 47, 48, and 49	46, 47, 48, and 49
J1 Visual and performing arts		3%		50	50
J1 Other					
J1 TOTAL (should = 100%)					

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,

Certificate: See Postsecondary award, certificate, or diploma.
Class rank: The relative numerical position of a student in his or her graduating class, calculated by the high school on the basis of grade-point average, whether weighted or unweighted.
College-preparatory program: Courses in academic subjects (English, history and social studies, foreign languages, mathematics, science, and the arts) that stress preparation for college or university study.
Common Application: The standard application form distributed by the National Association of Secondary School Principals for a large number of private colleges who are members of the Common Application Group.
*Community service program: Referral center for students wishing to perform volunteer work in the community or participate in volunteer activities coordinated by academic departments.
Commuter: A student who lives off campus in housing that is not owned by, operated by, or affiliated with the college. This category includes students who commute from home and students who have moved to the area to attend college.
Contact hour: A unit of measure that represents an hour of scheduled instruction given to students. Also referred to as clock hour.
Continuous basis (for program enrollment): A calendar system classification that is used by institutions that enroll students at any time during the academic year. For example, a cosmetology school or a word processing school might allow students to enroll and begin studies at various times, with no requirement that classes begin on a certain date.
Cooperative housing: College-owned, -operated, or -affiliated housing in which students share room and board expenses and participate in household chores to reduce living expenses.
Cooperative (work-study plan) program: A program that provides for alternate class attendance and employment in business, industry, or government.
*Counseling service: Activities designed to assist students in making plans and decisions related to their education, career, or personal development.
Credit: Recognition of attendance or performance in an instructional activity (course or program) that can be applied by a recipient toward the requirements for a degree, diploma, certificate, or other formal award.
Credit course: A course that, if successfully completed, can be applied toward the number of courses required for achieving a degree, diploma, certificate, or other formal award.
Credit hour: A unit of measure representing an hour (50 minutes) of instruction over a 15-week period in a semester or trimester system or a 10-week period in a quarter system. It is applied toward the total number of hours needed for completing the requirements of a degree, diploma, certificate, or other formal award.
Cross-registration: A system whereby students enrolled at one institution may take courses at another institution without having to apply to the second institution.
Deferred admission: The practice of permitting admitted students to postpone enrollment, usually for a period of one academic term or one year.
Degree: An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies.
Degree-seeking students: Students enrolled in courses for credit who are recognized by the institution as seeking a degree or formal award. At the undergraduate level, this is intended to include students enrolled in vocational or occupational programs.
Differs by program (calendar system): A calendar system classification that is used by institutions that have occupational/vocational programs of varying length. These schools may enroll students at specific times depending on the program desired. For example, a school might offer a two-month program in January, March, May, September, and November; and a three-month program in January, April, and October.
Diploma: See Postsecondary award, certificate, or diploma.
Distance learning: An option for earning course credit at off-campus locations via cable television, internet, satellite classes, videotapes, correspondence courses, or other means.

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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.

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

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

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

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

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

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

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

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

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

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

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

International student: See **Nonresident alien**.

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

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

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

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

Master's degree: An award that requires the successful completion of a program of study of at least the full-

<p>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.</p>
<p>*Religious counseling: One-on-one or group counseling with trained professionals for students who want to explore religious problems or issues.</p>
<p>*Remedial services: Instructional courses designed for students deficient in the general competencies necessary for a regular postsecondary curriculum and educational setting.</p>
<p>Required fees: Fixed sum charged to students for items not covered by tuition and required of such a large proportion of all students that the student who does NOT pay is the exception. Do not include application fees or optional fees such as lab fees or parking fees.</p>
<p>Resident alien or other eligible non-citizen: A person who is not a citizen or national of the United States and who has been admitted as a legal immigrant for the purpose of obtaining permanent resident alien status (and who holds either an alien registration card [Form I-551 or I-151], a Temporary Resident Card [Form I-688], or an Arrival-Departure Record [Form I-94] with a notation that conveys legal immigrant status, such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian).</p>
<p>Room and board (charges)—on campus: Assume double occupancy in institutional housing and 19 meals per week (or maximum meal plan).</p>
<p>Secondary school record (as admission factor): Information maintained by the secondary school that may include such things as the student's high school transcript, class rank, GPA, and teacher and counselor recommendations.</p>
<p>Semester calendar system: A calendar system that consists of two semesters during the academic year with about 16 weeks for each semester of instruction. There may be an additional summer session.</p>
<p>Student-designed major: A program of study based on individual interests, designed with the assistance of an adviser.</p>
<p>Study abroad: Any arrangement by which a student completes part of the college program studying in another country. Can be at a campus abroad or through a cooperative agreement with some other U.S. college or an institution of another country.</p>
<p>*Summer session: A summer session is shorter than a regular semester and not considered part of the academic year. It is not the third term of an institution operating on a trimester system or the fourth term of an institution operating on a quarter calendar system. The institution may have 2 or more sessions occurring in the summer months. Some schools, such as vocational and beauty schools, have year-round classes with no separate summer session.</p>
<p>Talent/ability (as admission factor): Special consideration given to students with demonstrated talent/abilities in areas of interest to the institution (e.g., sports, the arts, languages, etc.).</p>
<p>Teacher certification program: Program designed to prepare students to meet the requirements for certification as teachers in elementary, middle/junior high, and secondary schools.</p>
<p>Transfer applicant: An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has previously attended another college or university and earned college-level credit.</p>
<p>Transfer student: A student entering the institution for the first time but known to have previously attended a postsecondary institution at the same level (e.g., undergraduate). The student may transfer with or without credit.</p>
<p>Transportation (costs): Assume two round trips to student's hometown per year for students in institutional housing or daily travel to and from your institution for commuter students.</p>
<p>Trimester calendar system: An academic year consisting of 3 terms of about 15 weeks each.</p>
<p>Tuition: Amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.</p>
<p>*Tutoring: May range from one-on-one tutoring in specific subjects to tutoring in an area such as math, reading, or writing. Most tutors are college students; at some colleges, they are specially trained and certified.</p>

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

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Non-need federal grants
Non-need state grants
Non-need outside grants
Non-need student loans
Non-need parent loans
Non-need work
Non-need-based self-help aid: Loans and jobs from institutional, state, or other sources for which a student need not demonstrate financial need to qualify.
Scholarships/grants from external sources: Monies received from outside (private) sources that the student brings with them (e.g., Kiwanis, National Merit scholarships). The institution may process paperwork to receive the dollars, but it has no role in determining the recipient or the dollar amount awarded.
Work study and employment: Federal and state work study aid, and any employment packaged by your institution in financial aid awards.