

**A0 Respondent Information (Not for Publication)**

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**A0** Are your responses to the CDS posted for reference on your institution's Web site?  
**A0** Yes  
**A0** No  
**A0**

Common Data Set 2003-2004

**A4 Academic year calendar:**

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

**A5 Degrees offered by your institution:**

A5	Certificate	X
A5	Diploma	
A5	Associate	X
A5	Transfer Associate	X
A5	Terminal Associate	X
A5	Bachelor's	X
A5	Postbachelor's certificate	X
A5	Master's	X
A5	Post-master's certificate	
A5	Doctoral	
A5	First professional	
A5	First professional certificate	

Common Data Set 2003-2004

B1

B1	Men	Women	Men	Women
<b>B1 Undergraduates</b>				
B1 Degree-seeking, first-time freshmen	802	1,151	67	59
B1 Other first-year, degree-seeking	618	745	127	165
B1 All other degree-seeking	1,540	2,386	387	766
B1 <i>Total degree-seeking</i>	<b>2,960</b>	<b>4,282</b>	<b>581</b>	<b>990</b>
B1 All other undergraduates enrolled in credit courses	22	28	116	175
B1 <i>Total undergraduates</i>	<b>2,982</b>	<b>4,310</b>	<b>697</b>	<b>1,165</b>
<b>B1 First-Professional</b>				
B1 First-time, first-professional students				
B1 All other first-professionals				
B1 <i>Total first-professional</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B1 Graduate</b>				
B1 Degree-seeking, first-time	16	45	41	105
B1 All other degree-seeking	9	27	101	271
B1 All other graduates enrolled in credit courses	3	10	22	95
B1 <i>Total graduate</i>	<b>28</b>	<b>82</b>	<b>164</b>	<b>471</b>
B1				9,154
B1				745
B1				<b>9,899</b>

B2

B2	Degree-Seeking First-Time First Year	Degree-Seeking Undergraduates (include first-time first-year)	Total Undergraduates (both degree- and non-degree-seeking)
B2 TD349444			
B2	8	49	60
B2	98	382	389
B2	4	23	23
B2	18	57	60
B2	1,941	8,249	8,565
B2	0	0	0
B2	<b>2,079</b>	<b>8,813</b>	<b>9,154</b>

## Persistence

### B3 Number of degrees awarded from July 1, 2002 to June 30, 2003

B3	Certificate/diploma	15
B3	Associate degrees	165
B3	Bachelor's degrees	1010
B3	Postbachelor's certificates	8
B3	Master's degrees	154
B3	Post-Master's certificates	NA
B3	Doctoral degrees	NA
B3	First professional degrees	NA
B3	First professional certificates	NA

## 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:	1,775
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)	1,775
B7	Of the initial 1997 cohort, how many completed the program in four years or less (by August 31, 2001):	237
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):	245
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):	67
B10	Total graduating within six years (sum of questions B7, B8, and B9):	549
B11	Six-year graduation rate for 1997 cohort (question B10 divided by question B6):	31%

**Fall 1996 Cohort**

**B4**

**B5**

**B6**

**B7**

**B8**

**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):

**B11** Six-year graduation rate for 1996 cohort (question B10 divided by question B6):

**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:

**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 1.8675 TD(, adjusting for.m.9 s orfprogram orfpress han ftwoyears durtion r(otal ):

**B15**

**B16**

**B17**

**B18**

**B19**

**B20**

**B21**

**1999 Cohort**

<b>B12</b>	Initial 1999 cohort, total of first-time, full-time degree/certificate-seeking students:	
<b>B13</b>	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:	
<b>B14</b>	Final 1999 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	
<b>B15</b>	Completers of programs of less than two years duration (total):	
<b>B16</b>	Completers of programs of less than two years within 150 percent of normal time:	
<b>B17</b>	Completers of programs of at least two but less than four years (total):	
<b>B18</b>	Completers of programs of at least two but less than four-years within 150 percent of normal time:	
<b>B19</b>	Total transfers-out (within three years) to other institutions:	
<b>B20</b>	Total transfers to two-year institutions:	
<b>B21</b>	Total transfers to four-year institutions:	

**Retention Rates**

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 2002 (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.

<b>B22</b>	For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in fall 2002 (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in fall 2003?	62%
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## 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, 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	1762
C1	Total first-time, first-year (freshman) women who applied	2606

C1	Total first-time, first-year (freshman) men who were admitted	1601
C1	Total first-time, first-year (freshman) women who were admitted	2447

C1	Total full-time, first-time, first-year (freshman) men who enrolled	802
C1	Total part-time, first-time, first-year (freshman) men who enrolled	67

C1	Total full-time, first-time, first-year (freshman) women who enrolled	1151
C1	Total part-time, first-time, first-year (freshman) women who enrolled	59

- 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	Require	
C4	Recommend	X
C4	Neither require nor recommend	

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C5

C5		Units Required	Units Recommended
C5	Total academic units		18
C5	English		4
C5	Mathematics		4
C5	Science		3
C5	Of these, units that must be lab		
C5	Foreign language		2
C5	Social studies		2
C5	History		2
C5	Academic electives		2
C5	Other (specify)		

**Basis for Selection**

C6

C6  
C6  
C6  
C6  
C6

C7

C7		Very Important	Important	Considered	Not Considered
C7	Academic				



**SAT and ACT Policies**

**C8 Entrance exams**



Yes

No

**C8A**

X

**C8A**

**C8A**

**C8A**



**Freshman Profile**

Provide percentages for **ALL enrolled, degree-seeking, full-time and part-time, first-time, first-year (freshman) students** enrolled in fall 2003, including students who began studies during summer, international students/nonresident aliens, and students admitted under special arrangements.

**C9 Percent and number of first-time, first-year (freshman) students enrolled in fall 2003 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	78%	Number submitting SAT scores	1612
C9	Percent submitting ACT scores	34%	Number submitting ACT scores	707

C9		25th Percentile	75th Percentile	Average
C9	SAT I Verbal	420	530	476
C9	SAT I Math	410	530	472
C9	ACT Composite	17	23	20
C9	ACT English	16	22	19
C9	ACT Math	17	22	20

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

C9		SAT I Verbal	SAT I Math
C9	700-800	0.62%	0.56%
C9	600-699	8.62%	8.25%
C9	500-599	29.96%	28.85%
C9	400-499	45.47%	43.98%
C9	300-399	14.21%	16.69%
C9	200-299	1.12%	1.67%
	Totals should = 100%	100.00%	100.00%

  

C9		ACT Composite	ACT English	ACT Math
C9	30-36	0.99%	2.26%	1.56%
C9	24-29	17.68%	16.97%	18.11%
C9	18-23	55.02%	43.71%	43.56%
C9	12-17	26.17%	33.24%	36.49%
C9	6-11	0.14%	3.82%	0.28%
C9	Below 6	0.00%	0.00%	0.00%
	Totals should = 100%	100.00%	100.00%	100.00%

**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	10%
C10	Percent in top quarter of high school graduating class	26%
C10	Percent in top half of high school graduating class	56%
C10	Percent in bottom half of high school graduating class	44%
C10	Percent in bottom quarter of high school graduating class	15%
C10	Percent of total first-time, first-year (freshmen) students who submitted high school class rank:	95%

Top half +  
bottom half = 100%

C11

C11 45.73%  
 C11 47.84%  
 C11 6.43%  
 C11 0.00%  
 C11 100.00%

C12

2.90%

C12

98%

**Admission Policies**

**C13 Application Fee**

C13  Yes  No

C13 Does your institution have an application fee?

C13 Amount of application fee: \$25.00

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?

C14 Application closing date (fall): 15-Aug

C14 Priority date:

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

**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 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		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	

**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	449	375	267
D2	Women	715	609	400
D2	<b>Total</b>	<b>1,164</b>	<b>984</b>	<b>667</b>

**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?		X
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	X				
D5	College transcript(s)	X				
D5	Essay or personal statement					X
D5	Interview					X
D5	Standardized test scores					X
D5	Statement of good standing from prior institution(s)					X

D6	If a minimum high school grade point average is required of transfer applicants, specify (on a 4.0 scale):	
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D7 If a minimum college grade point average is required of transfer applicants, specify (on a 4.0 scale): 2.00

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?		

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: C-

D13		Number	Unit Type
D13	Maximum number of credits or courses that may be transferred from a two-year institution:	64	Credit Hours

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

D15 Minimum number of credits that transfers must complete at your institution to earn an associate degree: 15.00

D16 Minimum number of credits that transfers must complete at your institution to earn a bachelor's degree: 30.00

D17 Describe other transfer credit policies: Must have official transcript sent from previous school(s). Transcript issued to student will not be accepted.

**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	X
E1	Dual enrollment	X
E1	English as a Second Language (ESL)	X
E1	Exchange student program (domestic)	
E1	External degree program	
E1	Honors Program	X
E1	Independent study	X
E1	Internships	X
E1	Liberal arts/career combination	
E1	Student-designed major	
E1	Study abroad	X
E1	Teacher certification program	X
E1	Weekend college	
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	X
E3	Computer literacy	X
E3	English (including composition)	X
E3	Foreign languages	
E3	History	X
E3	Humanities	X
E3	Mathematics	X
E3	Philosophy	X
E3	Sciences (biological or physical)	X
E3	Social science	X
E3	Other (describe):	

**Library Collections**

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]:	333,155
E5	Current serial subscriptions [line 26]:	6,463
E6	Microforms [line 24]:	576,908
E7	Audiovisual materials [line 25]:	7,924
E8	E-books [line 23]:	605

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**F4**

<b>F4</b>	Coed dorms	X
<b>F4</b>	Men's dorms	
<b>F4</b>	Women's dorms	
<b>F4</b>	Apartments for married students	X
<b>F4</b>	Apartments for single students	X
<b>F4</b>	Special housing for disabled students	
<b>F4</b>	Special housing for international students	
<b>F4</b>	Fraternity/sorority housing	X
<b>F4</b>	Cooperative housing	
<b>F4</b>	F4	

## G. ANNUAL EXPENSES

X

May-04

**G1**

<b>G1</b>	First-Year	Undergraduates
<b>G1</b> PRIVATE INSTITUTIONS Tuition:		
<b>G1</b> PUBLIC INSTITUTIONS Tuition:		
In-district	\$3,825	\$3,825
<b>G1</b> PUBLIC INSTITUTIONS In-state (out-of-district):	\$3,825	\$3,825
<b>G1</b> PUBLIC INSTITUTIONS Out-of-state:	\$9,128	\$9,128
<b>G1</b> NONRESIDENT ALIENS Tuition:	\$9,128	\$9,128
<b>G1</b> REQUIRED FEES:	\$122	\$60
<b>G1</b> ROOM AND BOARD: (on-campus)	\$5,140	\$5,140
<b>G1</b> ROOM ONLY: (on-campus)	\$2,740	\$2,740
<b>G1</b> BOARD ONLY: (on-campus meal plan)	\$2,400	\$2,400

**G1**

**G1**

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<b>G2</b>		Minimum	Maximum
<b>G2</b>	Number of credits per term a student can take for the stated full-time tuition	15	15

<b>G3</b>		Yes	No
<b>G3</b>	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:

<b>G5</b>		Residents	Commuters (living at home)	Commuters (not living at home)
<b>G5</b>	Books and supplies	\$850	\$850	\$850
<b>G5</b>	Room only			\$4,762
<b>G5</b>	Board only		\$2,400	\$2,400
<b>G5</b>	Transportation	\$720	\$1,500	\$1,500
<b>G5</b>	Other expenses	\$1,822	\$1,822	\$1,822

**G6** Undergraduate per-credit-hour charges

<b>G6</b>	PRIVATE INSTITUTIONS:	
<b>G6</b>	PUBLIC INSTITUTIONS In-district:	\$127.50
<b>G6</b>	PUBLIC INSTITUTIONS In-state (out-of-district):	\$127.50
<b>G6</b>	PUBLIC INSTITUTIONS Out-of-state:	\$304.25
<b>G6</b>	NONRESIDENT ALIENS:	\$304.25

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		2003-2004 estimated	2002-2003 final
H1			
H1		X	
H3			
H3	X		
H3			
H3			
H1			
		<b>Need-based \$</b> (Include non-need-based aid used to meet need.)	<b>Non-need-based \$</b> (Exclude non-need-based aid used to meet need.)
H1			
H1		\$6,072,986	\$0
H1			
		\$4,117,381	\$0
H1			
		\$1,250,079	\$1,810,870
H1			
		\$529,293	\$537,579
H1		<b>\$11,969,739</b>	<b>\$2,348,449</b>
H1			
H1		\$11,368,011	\$4,290,362
H1		\$291,637	
H1			
		\$0	\$0
H1		<b>\$11,659,648</b>	<b>\$4,290,362</b>
H1			
H1		\$390,043	\$0
H1			
		\$69,438	\$134,671
H1			

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H2

H2



**First-time  
Full-time  
Freshmen**

**Full-time  
Undergraduate  
(Incl. Fresh.)**

**Less Than  
Full-time  
Undergraduate**

H2

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H2A

H2A		First-time Full-time Freshmen	Full-time Undergrad (Incl. Fresh.)	Less Than Full-time Undergrad
H2A	n)			

**Process for First-Year/Freshman Students**

**H7** Check off all financial aid forms domestic first-year (freshman) financial aid applicants must submit:

<b>H7</b>	FAFSA	X
<b>H7</b>	Institution's own financial aid form	X
<b>H7</b>	CSS/Financial Aid PROFILE	
<b>H7</b>	State aid form	
<b>H7</b>	Noncustodial (Divorced/Separated) Parent's Statement	
<b>H7</b>	Business/Farm Supplement	
<b>H7</b>	Other (specify):	

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

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

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

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

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

<b>H10</b>	a) Students notified on or about (date):		
<b>H10</b>		Yes	No
<b>H10</b>	b) Students notified on a rolling basis:	X	
<b>H10</b>	If yes, starting date:	4/15	

**H11** Indicate reply dates:

<b>H11</b>	Students must reply by (date):	no specific date
<b>H11</b>	or within _____ weeks of notification.	

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

**H13 Scholarships and Grants**

**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	X
H14	Alumni affiliation	X	
H14	Art	X	
H14	Athletics	X	
H14	Job skills	X	
H14	ROTC		
H14	Leadership	X	
H14	Minority status		
H14	Music/drama	X	
H14	Religious affiliation		
H14	State/district residency	X	



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**13 Undergraduate Class Size**

**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 culed to meet

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.

<b>13</b>		<b>Number of Class Sections with Undergraduates Enrolled</b>							
<b>13</b>		<b>Undergraduate Class Size (provide numbers)</b>							
<b>13</b>	<b>CLASS</b>	<b>2-9</b>	<b>10-19</b>	<b>20-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-99</b>	<b>100+</b>	<b>Total</b>
<b>13</b>	<b>SECTIONS</b>	104	290	561	200	36	67	25	1283
<b>13</b>	<b>CLASS SUB-</b>	<b>2-9</b>	<b>10-19</b>	<b>20-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-99</b>	<b>100+</b>	<b>Total</b>
<b>13</b>	<b>SECTIONS</b>	57	51	73	4	0	0	0	185

## J. DEGREES CONFERRED

**J1 Degrees conferred between July 1, 2002 and June 30, 2003 (Reference: IPEDS Completions, Part A)**
**J1** For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor degrees awarded.

J1	Category	Certificates	Associate	Bachelor's	CIP Categories to Include (2000)
J1	Agriculture				1
J1	Architecture				4
J1	Area and ethnic studies				5
J1	Biological/life sciences			1.7% (17)	26
J1	Business/marketing		6.7% (11)	19.3% (195)	52
J1	Communications/communication technologies		1.2% (2)	11.1% (112)	9 and 10
J1	Computer and information sciences			2.9% (29)	11
J1	Education		18.2% (30)	16.3% (165)	13
J1	Engineering/engineering technologies		.6% (1)	2.1% (21)	14 and 15
J1	English			2.7% (27)	23
J1	Foreign languages and literature			1.2% (12)	16
J1	Health professions and related sciences	100% (15)	70.3% (116)	15.2% (154)	51
J1	Home economics and vocational home economics				19
J1	Interdisciplinary studies			.5% (5)	30
J1	Law/legal studies				22
J1	Liberal arts/general studies			1.1% (11)	24
J1	Library science				25
J1	Mathematics			1.0% (10)	27
J1	Military science and technologies				29
J1	Natural resources/environmental science				3
J1	Parks and recreation			1.1% (11)	31
J1	Personal and miscellaneous services				12
J1	Philosophy, religion, theology			.3% (3)	38 and 39
J1	Physical sciences			1.4% (14)	40 and 41
J1	Protective services/public administration			3.0% (30)	43 and 44
J1	Psychology			6.9% (70)	42
J1	Social sciences and history		3.0% (5)	7.8% (79)	45 and 54
J1	Trade and industry				46, 47, 48, 49
J1	Visual and performing arts			4.4% (45)	50
J1	Other				
J1	<b>TOTAL (should = 100%)</b>	<b>100% (15)</b>	<b>100% (165)</b>	<b>100% (1010)</b>	

## 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:**

<b>Certificate:</b> See <b>Postsecondary award, certificate, or diploma.</b>
<b>Class rank:</b> 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.
<b>College-preparatory program:</b> Courses in academic subjects (English, history and social studies, foreign languages, mathematics, science, and the arts) that stress preparation for college or university study.
<b>Common Application:</b> 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.
<b>*Community service program:</b> Referral center for students wishing to perform volunteer work in the community or participate in volunteer activities coordinated by academic departments.
<b>Commuter:</b> 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.
<b>Contact hour:</b> A unit of measure that represents an hour of scheduled instruction given to students. Also referred to as clock hour.
<b>Continuous basis (for program enrollment):</b> 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.
<b>Cooperative housing:</b> College-owned, -operated, or -affiliated housing in which students share room and board expenses and participate in household chores to reduce living expenses.
<b>Cooperative (work-study plan) program:</b> A program that provides for alternate class attendance and employment in business, industry, or government.
<b>*Counseling service:</b> Activities designed to assist students in making plans and decisions related to their education, career, or personal development.
<b>Credit:</b> 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.
<b>Credit course:</b> 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.
<b>Credit hour:</b> 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.
<b>Cross-registration:</b> A system whereby students enrolled at one institution may take courses at another institution without having to apply to the second institution.
<b>Deferred admission:</b> The practice of permitting admitted students to postpone enrollment, usually for a period of one academic term or one year.
<b>Degree:</b> An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies.
<b>Degree-seeking students:</b> 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.
<b>Differs by program (calendar system):</b> 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.
<b>Diploma:</b> See <b>Postsecondary award, certificate, or diploma.</b>
<b>Distance learning:</b> 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.

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

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

**Early decision plan:** A plan that permits students to apply and be notified of an admission decision (and financial aid offer if applicable) well in advance of the regular notification date. Applicants agree to accept an

**\*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-





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

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

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

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

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

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

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

**Securitized calendar system**

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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.