

Institutional Characteristics

Part A - Educational Offerings

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

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

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

Part A - Mission Statement

2. Please enter your institution's mission statement or a web address (URL) where your mission statement can be found. Mission statements provided manually must be limited to 2,000 characters or less. If your mission statement is lengthy but available electronically, please provide the web address in the space provided. The mission statement will be available to the public on the College Opportunities On-Line (IPEDS COOL) website.

Mission Statement URL:

http://

Mission Statement

Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

☐ Public - Specify

Primary control

Secondary control (if applicable)

Select list ▼

Select list ▼

☐ Private for-profit

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

☐ Private not-for-profit religious affiliation - Specify

Select list ▼

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

**Award
Level**

BELOW THE BACCALAUREATE:

1

Postsecondary award, certificate, or diploma of **less than one academic year**

- ☐ • less than 900 contact or clock hours, or
• less than 30 semester or trimester credit hours, or
• less than 45 quarter credit hours

2

Postsecondary award, certificate, or diploma of **at least one but less than two academic years**

- ☐ • at least 900 but less than 1800 contact or clock hours, or
• at least 30 but less than 60 semester or trimester credit hours, or
• at least 45 but less than 90 quarter credit hours

3

☐ Associate's degree

4

Postsecondary award, certificate, or diploma of **at least two but less than four academic years**

- ☐ • 1800 or more contact or clock hours, or
• 60 or more semester or trimester credit hours, or
• 90 or more quarter credit hours

12

☐ Other; please specify in the Caveats box

CAVEATS

Part B - Organization - Calendar System

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

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

If your institution measures courses primarily by contact hours, select one of the following calendar systems.

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

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

If your institution measures courses primarily by credit hours, select one of the following Standard academic terms below.

Checking one of these systems determines that your institution will provide Graduation Rates data based on a FALL COHORT and student charges based on a FULL ACADEMIC YEAR

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

Part B - Organization - Student Enrollment

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

Include all levels that your institution offers, even if there are no students currently enrolled at that level. The reported full- and part-time 2004 Fall Enrollment counts are provided for your reference.

The answers to these questions determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Winter and Spring collections. Additionally, checking **Yes** for full-time, first-time students determines that your institution will report pricing information for these students (on the IC survey) and student financial aid information in the Spring collection.

	Full-time		FT PY Enroll- ment		Part-time		PT PY Enroll- ment	
Students in academic or occupational programs	☐ No	☐ Yes			☐ No	☐ Yes		
First-time students	☐ No	☐ Yes			☐ No	☐ Yes		

5. For academic year 2002-03, did your institution enroll any full-time, first-time students?

If you answer **Yes** to this question, you will be required to provide Graduation Rates data for 2002-03 in the Spring collection. If you answer **No** to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested. If you reported any full-time, first-time degree/certificate-seeking students on the 2002-03 Enrollment survey, the data will be preloaded below.

- ☐ No
- ☐ This institution did not enroll full-time, first-time degree/certificate-seeking students.
 - ☐ This institution was not in operation in 2002-03.
- ☐ Yes

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

Part C - Admission Requirements and Services - Open Admission

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

*If you answer **No** to this question you will be expected to answer additional questions (C2, C3, and C4) on your admissions procedures.*

☐ Yes

☐ No

CAVEATS

	 
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Part C - Admission Requirements and Services - Admission Requirements

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

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

Part C - Admission Requirements and Services - Selection Process

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

Select reporting period: ☐ Fall 2004 ☐ Fall 2005

	Men	Women	Total
Number of <u>applicants</u>			
Number of <u>admissions</u>			
Number enrolled <u>full time</u>			
Number enrolled <u>part time</u>			

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

Select reporting period ☐ Fall 2004 ☐ Fall 2005 ☐ Test scores NOT required

Number submitting <u>SAT</u> scores	
Percent submitting SAT scores	
Number submitting <u>ACT</u> scores	
Percent submitting ACT scores	

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

CAVEATS

Part C - Admission Requirements and Services - Special Learning Opportunities

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

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

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

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

Part C - Admission Requirements and Services - Student Services

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

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

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

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

Part D - Student Charges - Application Fees

1. Is an application fee for admission required by your institution?

☐ No

☐ Yes - Indicate amount of application fee

Amount

Prior year

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

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

- ☐ No
☐ Yes

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

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

- ☐ No
☐ Yes

Specify housing capacity for academic year 2005-06.

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

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

- ☐ No
☐ Yes - Number of meals per week in the maximum meal plan offered

- ☐ Yes - Number of meals per week can vary (for example, student receives a meal card and charges meals against the card)

Part D - Student Charges - Number of programs**7. How many programs are offered at your institution?**

Specify number of programs

Part D - Student Charges - Price of Attendance

9. Price of attendance for entering students

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

Largest program:

CIP Code

Title

Total length of program in contact hours

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

[Enter new largest program](#)

Published Student Charges

Tuition and fees

Books and supplies

2003-04

2004-05

2005-06

On campus:

Room and board

Other expenses

Off campus (not with family):

Room and board

Other expenses

Off campus (with family):

Other expenses

CAVEATS

Part D - Student Charges - Program Data

10. Please list your five next largest programs and provide the requested information for each program. To enter a CIP code and program title, click on the select button, and then click on the program from the list provided. Choosing clear will remove the CIP code and title. Report the tuition and fees and the cost of books and supplies for the TOTAL LENGTH OF THE PROGRAM. Also report the length of the entire program in terms of contact hours.

		CIP Code	Tuition and required fees	Cost of books and supplies	Total length of program
2nd	select clear Title				
3rd	select clear Title				
4th	select clear Title				
5th	select clear Title				
6th	select clear Title				

CAVEATS

Part D - Student Charges - Room and Board

12. **What are the typical room and board charges for a student for the full academic year 2005-06?**

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

Room and board charges

Room charge (Double occupancy)

Board charge (Maximum plan)

Combined room and board charge

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

Amount

Prior year

Part E - Additional Information - New Institutions

This screen applies to new schools only.

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

Select list 

Print Form(s)

Go back