A. General Information

A1 Address Information

A1	Name of College/University:	Whitman College
A1	Mailing Address:	345 Boyer Avenue
A1	City/State/Zip	Walla Walla, WA. 99362-2083
A1	Main Phone:	(509) 527-5111
A1	WWW Home Page Address:	http://www.whitman.edu
A1	Admissions Phone Number:	(509) 527-5176
A1	Admissions Toll-Free Phone Number:	877-462-9448
A1	Admissions Fax number:	(509) 527-4967
A1	Admissions E-mail Address:	admission@whitman.edu
A1	Is there a separate URL application site on the Internet? If so, please specify:	no

A2 Source of institutional control (Check only one)**:**

A2	Public	
A2	Private (nonprofit)	X
A2	Proprietary	

A3 Classification of institution:

A3	Coeducational college	X
A3	Men's college	
A3	Women's college	

A4 Academic year calendar:

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

A5 Degrees offered:

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

B. ENROLLMENT AND PERSISTENCE

B1 **Institutional Enrollment - Men and Women** Provide numbers of students for each of the following categories as of the institution's official fall reporting date or as of October 15, 2001.

	FULL-TIME		PART-TIME	
	Men	**Women**	**Men**	**Women**
Undergraduates				
Degree-seeking, first-time freshmen	167	195	0	0
Other first-year, degree-seeking	2	0	6	6
All other degree-seeking	456	571	0	0
Total degree-seeking	**625**	**766**	**6**	**6**
All other undergraduates enrolled in credit courses	3	5	5	23
Total undergraduates	**628**	**771**	**11**	**29**
First-Professional				
First-time, first-professional students	n/a	n/a	n/a	n/a
All other first-professionals	n/a	n/a	n/a	n/a
Total first-professional	**0**	**0**	**0**	**0**
Graduate				
Degree-seeking, first-time	n/a	n/a	n/a	n/a
All other degree-seeking	n/a	n/a	n/a	n/a
All other graduates enrolled in credit courses	n/a	n/a	n/a	n/a
Total graduate	**0**	**0**	**0**	**0**
Total all undergraduates				1,439
Total all graduate and professional students				0
GRAND TOTAL ALL STUDENTS				**1,439**

B2 **Enrollment by Racial/Ethnic Category.** Provide numbers of undergraduate students for each of the following categories as of the institution's official fall reporting date or as of October 15, 2001. Complete the "Total Undergraduates" column only if you cannot provide data for the first two columns.

	Degree-Seeking First-Time First Year	Degree-Seeking Undergraduates (include first-time first-year)	Total Undergraduates (both degree- and non-degree-seeking)
Nonresident aliens	4	22	29
Black, non-Hispanic	6	22	23
American Indian or Alaskan Native	4	13	13
Asian or Pacific Islander	33	99	100
Hispanic	10	39	40
White, non-Hispanic	273	1,160	1,179
Race/ethnicity unknown	32	48	55
TOTAL	**362**	**1,403**	**1,439**

Persistence

B3 **Number of degrees awarded from July 1, 2000 to June 30, 2001**

Certificate/diploma	-
Associate degrees	-
Bachelor's degrees	323

B3	Master's degrees	-
B3	Postbachelor'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 IPEDS GRS instructions and glossary on the 2001 Web-based survey.

For Bachelor's or Equivalent Programs

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1995. Include in the cohort those who entered your institution during the summer term preceding fall 1995.

B4	Initial 1995 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	369
B5	Of the initial 1995 cohort, how many did not persist and did not graduate for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	0
B6	Final 1995 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	369
B7	Of the initial 1995 cohort, how many completed the program in four years or less (by August 31, 1999):	247
B8	Of the initial 1995 cohort, how many completed the program in more than four years but in five years or less (after August 31, 1999 and by August 31, 2000):	32
B9	Of the initial 1995 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2000 and by August 31, 2001):	1
B10	Total graduating within six years (sum of questions B7, B8, and B9):	280
B11	Six-year graduation rate for 1995 cohort (question B10 divided by question B6):	76%

For Two-Year Institutions:

B12	Initial 1998 cohort, total of first-time, full-time degree/certificate-seeking students:	n/a
B13	Of the initial 1998 cohort, how many did not persist and did not graduate for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	n/a
B14	Final 1998 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	n/a
B15	Completers of programs of less than two years duration (total):	n/a
B16	Completers of programs of less than two years within 150 percent of normal time:	n/a
B17	Completers of programs of at least two but less than four years (total):	n/a
B18	Completers of programs of at least two but less than four-years within 150 percent of normal time:	n/a
B19	Total transfers-out (within three years) to other institutions:	n/a
B20	Total transfers to two-year institutions:	n/a
B21	Total transfers to four-year institutions:	n/a

Retention Rates

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 2000 (or the preceding summer term). The initial cohort may be adjusted for students who departed for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government or official church missions. No other adjustments to the initial cohort should be made.

B22	For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in fall 2000 (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in fall 2001?	94%

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 2001. 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	895
C1	Total first-time, first-year (freshman) women who applied	1,249

C1	Total first-time, first-year (freshman) men who were admitted	469
C1	Total first-time, first-year (freshman) women who were admitted	692

C1	Total full-time, first-time, first-year (freshman) men who enrolled	167
C1	Total part-time, first-time, first-year (freshman) men who enrolled	0

C1	Total full-time, first-time, first-year (freshman) women who enrolled	195
C1	Total part-time, first-time, first-year (freshman) women who enrolled	0

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 2001 admissions:

C2	Number of qualified applicants placed on waiting list	151
C2	Number accepting a place on the waiting list	61
C2	Number of wait-listed students admitted	9

Admission Requirements

C3 **High school completion requirements**

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	

C5 **Distribution of high school units required and/or recommended.** Specify the distribution of academic high school course units required and/or recommended of all or most degree-seeking students using Carnegie units (one unit equals one year of study or its equivalent). If you use a different system for calculating units, please convert.

C5

	Units Required	Units Recommended
Total academic units		18
English		4
Mathematics		4
Science		3
Of these, units that must be lab		3
Foreign language		2
Social studies		2
History		2
Academic electives		0
Other (specify): Arts		1

Basis for Selection

C6 Do you have an open admission policy, under which virtually all secondary school graduates or students with GED equivalency diplomas are admitted without regard to academic record, test scores, or other qualifications? If so, check which applies: NO

Open admission policy as described above for all students	
Open admission policy as described above for most students, but	
selective admission to some programs	
other (explain)	

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

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

SAT and ACT Policies

C8 **Entrance exams**

	Yes	No
C8A Does your institution make use of SAT I, SAT II, or ACT scores in admission decisions for first-time, first-year, degree-seeking applicants?	X	

C8A If yes, place check marks in the appropriate boxes below to reflect your institution's policies for use in admission.

	ADMISSION			
	Require	**Recommend**	**Require for some**	**Consider if submitted**
SAT I				
ACT				
SAT I or ACT (no preference)	X			
SAT I or ACT--SAT I preferred				
SAT I or ACT--ACT preferred				
SAT I and SAT II				
SAT I and SAT II or ACT				
SAT II				X

C8A **In addition**, does your institution use applicants' test scores for placement or counseling?

	Yes	No
C8A Placement		X
C8A Counseling		X

C8B Does your institution use the SAT I or II or the ACT for placement only? If so, please mark the appropriate boxes below:

	PLACEMENT		
	Require	**Recommend**	**Require for some**
C8B SAT I			
C8B SAT II			
C8B ACT			
C8B SAT I or ACT			

C8C Latest date by which SAT I or ACT scores must be received for fall-term admission	Feb 1st
C8C Latest date by which SAT II scores must be received for fall-term admission	Feb 1st

C8D If necessary, use this space to clarify your test policies (e.g., if tests are recommended for some students, or if tests are not required of some students):

Freshman Profile

Provide percentages for **ALL enrolled, degree-seeking, full-time and part-time, first-time, first-year (freshman) students** enrolled in fall 2001, 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 2001 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	94.8%	Number submitting SAT scores	343
C9 Percent submitting ACT scores	16.0%	Number submitting ACT scores	58

First-time freshman test scores

C9	25th Percentile	75th Percentile
C9 SAT I Verbal	610	710
C9 SAT I Math	610	690
C9 ACT Composite	29	31
C9 ACT English	n/a	n/a
C9 ACT Math	n/a	n/a

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

C9	SAT I Verbal	SAT I Math
C9 700-800	29.53%	23.61%
C9 600-699	51.43%	58.03%
C9 500-599	18.70%	16.72%
C9 400-499	0.00%	1.64%
C9 300-399	0.34%	0.00%
C9 200-299	0.00%	0.00%

C9	ACT Composite	ACT English	ACT Math
C9 30-36	44.8%	n/a	n/a
C9 24-29	50.0%	n/a	n/a
C9 18-23	5.2%	n/a	n/a
C9 12-17	0%	n/a	n/a
C9 6-11	0%	n/a	n/a
C9 Below 6	0%	n/a	n/a

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	62.0%	
C10 Percent in top quarter of high school graduating class	89.4%	
C10 Percent in top half of high school graduating class	98.1%	
C10 Percent in bottom half of high school graduating class	1.9%	
C10 Percent in bottom quarter of high school graduating class	0.9%	
C10 Percent of total first-time freshmen who submitted high school class rank:		59.7%

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

C11 Percent who had GPA of 3.0 and higher	98.3%
C11 Percent who had GPA between 2.0 and 2.99	1.7%

C11	Percent who had GPA between 1.0 and 1.99	0.0%
C11	Percent who had GPA below 1.0	0.0%

C12	Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA:	3.728
C12	Percent of total first-time, first-year (freshman) students who submitted high school GPA:	99.7%

Admission Policies

C13 **Application Fee**

C13	Yes	No
C13 Does your institution have an application fee?	X	
C13 Amount of application fee:	$45.00	
C13	Yes	No
C13 Can it be waived for applicants with financial need?	X	

C14 **Application closing date**

C14	Yes	No
C14 Does your institution have an application closing date?	X	
C14 Application closing date (fall):	Feb 1st	
C14 Priority date:		

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

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

C16 On a rolling basis beginning (date):	
C16 By (date):	April 1st
C16 Other:	

C17 **Reply policy for admitted applicants:**

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

C18 **Deferred admission**

C18		Yes	No
C18 Does your institution allow students to postpone enrollment after admission?		X	
C18 If yes, maximum period of postponement:	1 year		

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	Nov 15th
C21	First or only early decision plan notification date	Dec 15th
C21	Other early decision plan closing date	Jan 1st
C21	Other early decision plan notification date	Jan 24th

C21 **For the Fall 2001 entering class:**

C21	Number of early decision applications received by your institution	91
C21	Number of applicants admitted under early decision plan	84

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 but 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 2001.

D2	Applicants	Admitted Applicants	Enrolled Applicants

Men	38	20	9
Women	51	34	16
Total	**89**	**54**	**25**

Application for Admission

Indicate terms for which transfers may enroll:

Fall	✠
Winter	▪
Spring	✠
Summer	▪

	Yes	No
Must a transfer applicant have a minimum number of credits completed or else must apply as an entering freshman?		X
If yes, what is the minimum number of credits and the unit of measure?		

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

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

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

If a minimum college grade point average is required of transfer applicants, specify (on a 4.0 scale):	3.00

List any other application requirements specific to transfer applicants: High School transcript plus SAT or ACT scores if less than 2 yrs completed by time of entrance. Transfer supplement form.

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.

	Priority Date	Closing Date	Notification Date	Reply Date	Rolling Admission
Fall	Nov 15-Jan 1	Feb 1st	April 1st	May 1st	
Winter					
Spring		Dec 1st	Dec 15th	Jan 5th	
Summer					

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

D11	Describe additional requirements for transfer admission, if applicable:
D11	

Transfer Credit Policies

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

		Number	Unit Type
D13	Maximum number of credits or courses that may be transferred from a two-year institution:	62	semester
D13			

		Number	Unit Type
D14	Maximum number of credits or courses that may be transferred from a four-year institution:	70	semester
D14			

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

D16	Minimum number of credits that transfers must complete at your institution to earn a bachelor's degree:	54

D17	Describe other transfer credit policies: Credit awarded for AP & IB exams depending on department and score. No credit for college classes offered on the high school campus.
D17	

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

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	X
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): Distribution requirement-each student takes a minimum of 6 credits in each of the following: Fine Arts, History/Liteature, Social Science, Language/Writing/Rhetoric, Physical Science/Mathematics, Philosophy/Religon, Descriptive Science.	X

Library Collections

Report the number of holdings. Refer to the most recent Academic Libraries Survey for corresponding equivalents.

E4	Books, serial backfiles, and government documents (titles) that are accessible through the library's catalog:	**337,305**
E5	Current serial subscriptions (paper, microform):	**2,100**
E6	Microforms (units):	**16,000**
E7	Audiovisual materials (units):	**3,500**

F. STUDENT LIFE

F1 Percentages of first-time, first-year (freshman) students and all degree-seeking undergraduates enrolled in fall 2001 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)	61%	56%
F1	Percent of men who join fraternities	37%	36%
F1	Percent of women who join sororities	40%	35%
F1	Percent who live in college-owned, -operated, or -affiliated housing	99%	65%
F1	Percent who live off campus or commute	1%	39%
F1	Percent of students age 25 and older	0%	1.4%
F1	Average age of full-time students	18.1	19.7
F1	Average age of all students (full- and part-time)	18.1	19.8

F2 **Activities offered** Identify those programs available at your institution.

F2	Choral groups	X
F2	Concert band	
F2	Dance	X
F2	Drama/theater	X
F2	Jazz band	X
F2	Literary magazine	X
F2	Marching band	
F2	Music ensembles	X
F2	Musical theater	X
F2	Opera	X
F2	Pep band	X

F2	Radio station	X
F2	Student government	X
F2	Student newspaper	X
F2	Student-run film society	X
F2	Symphony orchestra	X
F2	Television station	
F2	Yearbook	

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

		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	X
F4	Men's dorms	
F4	Women's dorms	X
F4	Apartments for married students	
F4	Apartments for single students	X
F4	Special housing for disabled students	
F4	Special housing for international students	
F4	Fraternity/sorority housing	X
F4	Cooperative housing	
F4	Other housing options (specify):	X
F4	Interest/language houses, college owned rentals	

G. ANNUAL EXPENSES

Provide 2002-2003 academic year costs for the following categories that are applicable to your institution.

G1 **Undergraduate full-time tuition, required fees, room and board** List the typical tuition, required fees, and room and board for a full-time undergraduate student for the FULL 2002-2003 academic year (30 semester or 45 quarter hours for institutions that derive annual tuition by multiplying credit hour cost by number of credits). A full academic year refers to the period of time generally extending from September to June; usually equated to two semesters, two trimesters, three quarters, or the period covered by a four-one-four plan. Room and board is defined as double occupancy and 19 meals per week or the maximum meal plan. Required fees include only charges that all full-time students must pay that are not included in tuition (e.g., registration, health, or activity fees.) Do not include optional fees (e.g., parking, laboratory use).

G1

	First-Year	Undergraduates
PRIVATE INSTITUTIONS:		
PUBLIC INSTITUTIONS In-district		
PUBLIC INSTITUTIONS In-state (out-of-district):		

G1	PUBLIC INSTITUTIONS Out-of-state:		
G1	NONRESIDENT ALIENS:		
G1			
G1	REQUIRED FEES:		
G1			
G1	ROOM AND BOARD: (on-campus)		
G1	ROOM ONLY: (on-campus)		
G1	BOARD ONLY: (on-campus meal plan)		

G1	Comprehensive tuition and room and board fee (if your college cannot provide separate tuition and room and board fees):	

G1	Other:
G1	

G2		Minimum	Maximum
G2	Number of credits per term a student can take for the stated full-time tuition	12	18

G3		Yes	No
	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:
G4	

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

G5		Residents	Commuters (living at home)	Commuters (not living at home)
G5	Books and supplies		n/a	n/a
G5	Room only		n/a	n/a
G5	Board only		n/a	n/a
G5	Transportation		n/a	n/a
G5	Other expenses		n/a	n/a

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 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. 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 gift aid" on the last page of the definitions section.)**

	2001-2002 estimated	2000-2001 final
Indicate the academic year for which data are reported for items H1, H2, H2A, and H6 below:	X	

		Need-Based ($)	Non-Need-Based ($)
H1	**Scholarships/Grants**		
H1	Federal	$446,865	$0
H1	State	$275,381	$65,104
H1	Institutional (endowment, alumni, or other institutional awards) and external funds awarded by the college excluding athletic aid and tuition waivers (which are reported below)	$6,695,915	$4,064,808
H1	Scholarships/grants from external sources (e.g., Kiwanis, National Merit) not awarded by the college	$436,265	$246,400
H1	***Total Scholarships/Grants***	**$7,854,426**	**$4,376,312**
H1	**Self-Help**		
H1	Student loans from all sources (excluding parent loans)	$2,673,863	$925,379
H1	Federal work-study	$771,616	
H1	State and other work-study/employment	$128,235	$221,200
H1	***Total Self-Help***	**$3,573,714**	**$1,146,579**
H1	**Other**		
H1	Parent Loans	$817,998	$478,725
H1	Tuition Waivers	$22,600	$86,784
H1	Athletic Awards	$0	$0

H2 Number of Enrolled Students Receiving Aid: List the number of degree-seeking full-time and less-than-full-time undergraduates who applied for and received financial aid. Aid that is non-need-based but that was used to meet need should be counted as need-based aid. Numbers should reflect the cohort receiving the dollars reported in H1. Note: In the chart below, students may be counted in more than one row, and full-time freshmen should also be counted as full-time undergraduates.

		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 2001 cohort)	362	1391	12
H2	b) Number of students in line **a** who were financial aid applicants (include applicants for all types of aid)	235	770	4
H2	c) Number of students in line **b** who were determined to have financial need	152	595	2
H2	d) Number of students in line **c** who received any financial aid	152	595	2
H2	e) Number of students in line **d** who received any need-based gift aid	152	595	2

H2	f) Number of students in line **d** who received any need-based self-help aid	151	518	2
H2	g) Number of students in line **d** who received any non-need-based gift aid	118	441	1
H2	h) Number of students in line **d** whose need was fully met (exclude PLUS loans, unsubsidized loans, and private alternative loans)	92	333	2
H2	i) On average, the percentage of need that was met of students who received any need-based aid. Exclude any resources that were awarded to replace EFC (PLUS loans, unsubsidized loans, and private alternative loans)	91.0%	96.0%	100.0%
H2	j) The average financial aid package of those in line **d**. Exclude any resources that were awarded to replace EFC (PLUS loans, unsubsidized loans, and private alternative loans)	$ 15,341	$ 16,715	$ 8,025
H2	k) Average need-based gift award of those in line **e**	$ 11,389	$ 12,090	$ 5,525
H2	l) Average need-based self-help award (excluding PLUS loans, unsubsidized loans, and private alternative loans) of those in line **f**	$ 4,747	$ 5,321	$ 2,500
H2	m) Average need-based loan (excluding PLUS loans, unsubsidized loans, and private alternative loans) of those in line **f** who received a need-based loan	$ 3,030	$ 3,831	$ 2,500

H2A Number of Enrolled Students Receiving Non-need-based Grants and Scholarships: List the number of degree-seeking full-time and less-than-full-time undergraduates who had no financial need and who received non-need-based gift aid. Numbers should reflect the cohort receiving the dollars reported in H1. Note: In the chart below, students may be counted in more than one row, and full-time freshmen should also be counted as full-time undergraduates.

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 received non-need-based gift aid (exclude those receiving athletic awards and tuition benefits)	146	607	1
H2A	o) Average dollar amount of non-need-based gift aid awarded to students in line **n**	$ 7,560	$ 7,248	$ 2,750
H2A	p) Number of students in line **a** who received a non-need-based athletic grant or scholarship	0	0	0
H2A	q) Average dollar amount of non-need-based athletic grants and scholarships awarded to students in line **p**	$ 0	$ 0	$ 0

H3 Which needs-analysis methodology does your institution use in awarding institutional aid?

H3	Federal methodology (FM)	
H3	Institutional methodology (IM)	
H3	Both FM and IM	X

H4	Percent of the 2001 undergraduate class who graduated between July 1, 2000 and June 30, 2001 and borrowed through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; exclude parent loans). Include only students who borrowed while enrolled at your institution.	**48%**

H5	Average per-borrower cumulative undergraduate indebtedness of those in line H4. Do not include money borrowed at other institutions:	**$12,578**

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 financial aid for undergraduate degree-seeking nonresident aliens:

H6	College-administered need-based financial aid is available	X
H6	College-administered non-need-based financial aid is available	X
H6	College-administered financial aid is not available	

H6	If college-administered financial aid is available for undergraduate degree-seeking nonresident aliens, provide the number of undergraduate degree-seeking nonresident aliens who received need-based or non-need-based aid:	24

H6	Average dollar amount awarded to undergraduate degree-seeking nonresident aliens:	$14,970

H6	Total dollar amount of financial aid from all sources awarded to all undergraduate degree-seeking nonresident aliens:	$359,300

Process for First-Year/Freshman Students

H7 Financial aid forms domestic first-year (freshman) financial aid applicants must submit:

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

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	X
H8	Foreign Student's Financial Aid Application	
H8	Foreign Student's Certification of Finances	
H8	Other (specify):	
H8		

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

H9	Priority date for filing required financial aid forms:	11/15
H9	Deadline for filing required financial aid forms:	2/1
H9	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):

H10	a)	Students notified on or about (date):		
H10			Yes	No
H10	b)	Students notified on a rolling basis:	Dec 20	
H10		If yes, starting date:		

H11 Indicate reply dates:

Students must reply by (date):	
or within ____2___ weeks of notification.	

Types of Aid Available

H12 Loans

H12 FEDERAL DIRECT STUDENT LOAN PROGRAM (DIRECT LOAN)

Direct Subsidized Stafford Loans	
Direct Unsubsidized Stafford Loans	
Direct PLUS Loans	

H12 FEDERAL FAMILY EDUCATION LOAN PROGRAM (FFEL)

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

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

H13 Scholarships and Grants

H13 NEED-BASED:

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

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

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

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

I1 Please report number of instructional faculty members in each category for Fall 2001.

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).

			Full-Time	Part-Time	Total
I1	a)	Total number of instructional faculty	115	50	165
I1	b)	Total number who are members of minority groups	13	1	14
I1	c)	Total number who are women	38	20	58
I1	d)	Total number who are men	77	30	107
I1	e)	Total number who are nonresident aliens (international)	0	0	0
I1	f)	Total number with doctorate, first professional, or other terminal degree	107	33	140
I1	g)	Total number whose highest degree is a master's but not a terminal master's	7	6	13
I1	h)	Total number whose highest degree is a bachelor's	1	6	7
I1	i)	Total number whose highest degree is unknown or other (Note: Items **f**, **g**, **h**, and **i** must sum up to item **a**.)	0	5	5

I2 **Student to Faculty Ratio**

Report the Fall 2001 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 2001 Student to Faculty ratio	10.43	to 1.

I3 **Undergraduate Class Size**

In the table below, please use the following definitions to report information about the size of classes and class sections offered in the Fall 2001 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 2001. For example, a lecture class with 800 students who met at another time in 40 separate labs with 20 students should be counted once in the "100+" column in the class section column and 40 times under the "20-29" column of the class subsections table.

I3 **Number of Class Sections with Undergraduates Enrolled**

I3 **Undergraduate Class Size (provide numbers)**

	CLASS SECTIONS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
I3		107	153	86	23	12	4	0	385

	CLASS SUB-SECTIONS	2-9	10-19	20-29	30-39	40-49	50-99	100+	Total
I3		8	18	22	0	0	0	0	48

J. DEGREES CONFERRED

J1 **Degrees conferred between July 1, 2000 and June 30, 2001**

	Category	Bachelor's	CIP Categories to Include
J1	Agriculture		1 and 2
J1	Architecture		4
J1	Area and ethnic studies	3%	5
J1	Biological/life sciences	12%	26
J1	Business/marketing		8 and 52
J1	Communications/communication technologies		9 and 10
J1	Computer and information sciences		11
J1	Education		13
J1	Engineering/engineering technologies		14 and 15
J1	English	11%	23
J1	Foreign languages and literature	6%	16
J1	Health professions and related sciences		51
J1	Home economics and vocational home economics		19 and 20
J1	Interdisciplinary studies	1%	30
J1	Law/legal studies		22
J1	Liberal arts/general studies		24
J1	Library science		25

J1	Mathematics	3%	27
J1	Military science and technologies		28 and 29
J1	Natural resources/environmental science		3
J1	Parks and recreation		31
J1	Personal and miscellaneous services		12
J1	Philosophy, religion, theology	7%	38 and 39
J1	Physical sciences	8%	40 and 41
J1	Protective services/public administration		43 and 44
J1	Psychology	7%	42
J1	Social sciences and history	32%	45
J1	Trade and industry		46, 47, 48, and 49
J1	Visual and performing arts	12%	50
J1	Other		
J1	**TOTAL**	**100%**	

Common Data Set Definitions 2001

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

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

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

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

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

***Adult student services:** Admission assistance, support, orientation, and other services expressly for adults who have started college for the first time, or who are re-entering after a lapse of a few years.

American Indian or Alaska native: A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

Applicant (first-time, first year): 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 been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution).

Application fee: That amount of money that an institution charges for processing a student's application for acceptance. This amount is *not* creditable toward tuition and required fees, nor is it refundable if the student is not admitted to the institution.

Asian or Pacific Islander: A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam.

Associate degree: An award that normally requires at least two but less than four years of full-time equivalent college work.

Bachelor's degree: An award (baccalaureate or equivalent degree, as determined by the Secretary of the U.S. Department of Education) that normally requires at least four years but *not* more than five years of full-time equivalent college-level work. This includes ALL bachelor's degrees conferred in a five-year cooperative (work-study plan) program. (A cooperative plan provides for alternate class attendance and employment in business, industry, or government; thus, it allows students to combine actual work experience with their college studies.) Also, it includes bachelor's degrees in which the normal four years of work are completed in three years.

Black, non-Hispanic: A person having origins in any of the black racial groups of Africa (except those of Hispanic origin).

Board (charges): Assume average cost for 19 meals per week or the maximum meal plan.

Books and supplies (costs): Average cost of books and supplies. Do not include unusual costs for special groups of students (e.g., engineering or art majors), unless they constitute the majority of students

at your institution.
Calendar system: The method by which an institution structures most of its courses for the academic year.
***Career and placement services:** A range of services, including (often) the following: coordination of visits of employers to campus; aptitude and vocational testing; interest inventories, personal counseling; help in resume writing, interviewing, launching the job search; listings for those students desiring employment and those seeking permanent positions; establishment of a permanent reference folder; career resource materials.
Carnegie units: One year of study or the equivalent in a secondary school subject.
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.
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 offer of admission and, if admitted, to withdraw their applications from other colleges. There are three possible decisions for early decision applicants: admitted, denied, or not admitted but forwarded for consideration with the regular applicant pool, without prejudice.
English as a Second Language (ESL): A course of study designed specifically for students whose native language is not English.
Exchange student program-domestic: Any arrangement between a student and a college that permits study for a semester or more at another college **in the United States** without extending the amount of time required for a degree. **See also Study abroad**.
External degree program: A program of study in which students earn credits toward a degree through independent study, college courses, proficiency examinations, and personal experience. External degree programs require minimal or no classroom attendance.
Extracurricular activities (as admission factor): Special consideration in the admissions process given for participation in both school and nonschool-related activities of interest to the college, such as clubs, hobbies, student government, athletics, performing arts, etc.
First professional certificate (postdegree): An award that requires completion of an organized program of study designed for persons who have completed the first professional degree. Examples could be refresher courses or additional units of study in a specialty or subspecialty.
First professional degree: An award in one of the following fields: Chiropractic (DC, DCM), dentistry (DDS, DMD), medicine (MD), optometry (OD), osteopathic medicine (DO), rabbinical and Talmudic studies (MHL, Rav), Pharmacy (BPharm, PharmD), podiatry (PodD, DP, DPM), veterinary medicine (DVM), law (LLB, JD), divinity/ministry (BD, MDiv).
First-time student: A student attending any institution for the first time at the level enrolled. Includes students enrolled in the fall term who attended a postsecondary institution for the first time at the same level in the prior summer term. Also includes students who entered with advanced standing (college credit earned before graduation from high school).
First-time, first-year (freshman) student: A student attending any institution for the first time at the undergraduate level. Includes students enrolled in the fall term who attended college for the first time in the prior summer term. Also includes students who entered with advanced standing (college credits earned before graduation from high school).
First-year student: A student who has completed less than the equivalent of 1 full year of undergraduate work; that is, less than 30 semester hours (in a 120-hour degree program) or less than 900 contact hours.
Freshman: A first-year undergraduate student.
***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-time equivalent of one but not more than two academic years of work beyond the bachelor's degree.
Minority affiliation (as admission factor): Special consideration in the admission process for members of designated racial/ethnic minority groups.
***Minority student center:** Center with programs, activities, and/or services intended to enhance the college experience of students of color.
Nonresident alien: A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.
***On-campus day care:** Licensed day care for students' children (usually age 3 and up); usually for a fee.
Open admission: Admission policy under which virtually all secondary school graduates or students with GED equivalency diplomas are admitted without regard to academic record, test scores, or other qualifications.
Other expenses (costs): Include average costs for clothing, laundry, entertainment, medical (if not a required fee), and furnishings.
Out-of-state tuition: The tuition charged by institutions to those students who do not meet the institution's or state's residency requirements.
Part-time student (undergraduate): A student enrolled for fewer than 12 credits per semester or quarter, or fewer than 24 contact hours a week each term.
***Personal counseling**: One-on-one or group counseling with trained professionals for students who want to explore personal, educational, or vocational issues.
Post-baccalaureate certificate: An award that requires completion of an organized program of study requiring 18 credit hours beyond the bachelor's; designed for persons who have completed a baccalaureate degree but do not meet the requirements of academic degrees carrying the title of master.
Post-master's certificate: An award that requires completion of an organized program of study of 24 credit hours beyond the master's degree but does not meet the requirements of academic degrees at the doctoral level.
Postsecondary award, certificate, or diploma: Includes the following three IPEDS definitions for postsecondary awards, certificates, and diplomas of varying durations and credit/contact hour

requirements—
Less Than 1 Academic Year: Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in less than 1 academic year (2 semesters or 3 quarters) or in less than 900 contact hours by a student enrolled full-time.
At Least 1 But Less Than 2 Academic Years: Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 1 but less than 2 full-time equivalent academic years, or designed for completion in at least 30 but less than 60 credit hours, or in at least 900 but less than 1,800 contact hours.
At Least 2 But Less Than 4 Academic Years: Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 2 but less than 4 full-time equivalent academic years, or designed for completion in at least 60 but less than 120 credit hours, or in at least 1,800 but less than 3,600 contact hours.
Private institution: An educational institution controlled by a private individual(s) or by a nongovernmental agency, usually supported primarily by other than public funds, and operated by other than publicly elected or appointed officials.
Private for-profit institution: A private institution in which the individual(s) or agency in control receives compensation, other than wages, rent, or other expenses for the assumption of risk.
Private nonprofit institution: A private institution in which the individual(s) or agency in control receives no compensation, other than wages, rent, or other expenses for the assumption of risk. These include both independent nonprofit schools and those affiliated with a religious organization.
Proprietary institution: See **Private for-profit institution.**
Public institution: An educational institution whose programs and activities are operated by publicly elected or appointed school officials, and which is supported primarily by public funds.
Quarter calendar system: A calendar system in which the academic year consists of three sessions called quarters of about 12 weeks each. The range may be from 10 to 15 weeks. There may be an additional quarter in the summer.
Race/ethnicity: Category used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. A person may be counted in only one group.
Race/ethnicity unknown: Category used to classify students or employees whose race/ethnicity is not known and whom institutions are unable to place in one of the specified racial/ethnic categories.
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 recommendations.
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.
Student-designed major: A program of study based on individual interests, designed with the assistance of an adviser.
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.

***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.
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.).
Teacher certification program: Program designed to prepare students to meet the requirements for certification as teachers in elementary, middle/junior high, and secondary schools.
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.
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.
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.
Trimester calendar system: An academic year consisting of 3 terms of about 15 weeks each.
Tuition: Amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.
***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.
Unit: a standard of measurement representing hours of academic instruction (e.g., semester credit, quarter credit, contact hour).
Undergraduate: A student enrolled in a four- or five-year bachelor's degree program, an associate degree program, or a vocational or technical program below the baccalaureate.
***Veteran's counseling:** Helps veterans and their dependents obtain benefits for their selected program and provides certifications to the Veteran's Administration. May also provide personal counseling on the transition from the military to a civilian life.
***Visually impaired:** Any person whose sight loss is not correctable and is sufficiently severe as to adversely affect educational performance.
Volunteer work (as admission factor): Special consideration given to students for activity done on a volunteer basis (e.g., tutoring, hospital care, working with the elderly or disabled) as a service to the community or the public in general.
Wait list: List of students who meet the admission requirements but will only be offered a place in the class if space becomes available.
Weekend college: A program that allows students to take a complete course of study and attend classes only on weekends.
White, non-Hispanic: A person having origins in any of the original peoples of Europe, North Africa, or the Middle East (except those of Hispanic origin).
***Women's center:** Center with programs, academic activities, and/or services intended to promote an understanding of the evolving roles of women.
Work experience (as admission factor): Special consideration given to students who have been employed prior to application, whether for relevance to major, demonstration of employment-related skills, or as explanation of student's academic and extracurricular record.
Financial Aid Definitions
Financial aid applicant: Any applicant who submits any one of the institutionally required financial aid applications/forms, such as the FAFSA.
Indebtedness: Aggregate dollar amount borrowed through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; excluding parent loans) while the student was enrolled at an institution. Student loans co-signed by a parent are assumed to be the responsibility of the student and **should** be included.
Institutional and external funds: Endowment, alumni, or external monies for which the institution determines the recipient or the dollar amount awarded.
Financial need: As determined by your institution using the federal methodology and/or your institution's own standards.

Need-based aid: College-funded or college-administered award from institutional, state, federal, or other sources for which a student must have financial need to qualify. This includes both institutional and noninstitutional student aid (grants, jobs, and loans).
Need-based gift aid: Scholarships and grants from institutional, state, federal, or other sources for which a student must have financial need to qualify.
Need-based self-help aid: Loans and jobs from institutional, state, federal, or other sources for which a student must demonstrate financial need to qualify.
Non-need-based gift aid: Scholarships and grants, gifts, or merit-based aid from institutional, state, federal, or other sources (including unrestricted funds or gifts and endowment income) awarded solely on the basis of academic achievement, merit, or any other non-need-based reason. When reporting questions H1 and H2, non-need-based aid that is used to meet need should be counted as need-based aid.
Note: Suggested order of precedence for counting non-need money as need-based:
Non-need institutional grants
Non-need tuition waivers
Non-need athletic awards
Non-need federal grants
Non-need state grants
Non-need outside grants
Non-need student loans
Non-need parent loans
Non-need work
Non-need-based self-help aid: Loans and jobs from institutional, state, or other sources for which a student need not demonstrate financial need to qualify.
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.