

GENERAL INFORMATION

A0. Respondent Information (Not for Publication)

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

If yes, please provide the URL of the corresponding Web page:

<http://www.unco.edu/acctservices/instanalysis/pdf/TableofContents.pdf>

A0A. We invite you to indicate if there are items on the CDS for which you cannot use the requested analytic convention, cannot provide data for the cohort requested, whose methodology is unclear, or about which you have questions or comments in general. This information will not be published but will help the publishers further refine CDS items.

A1. Address Information

Name of College or University: University of Northern Colorado
Mailing Address, City/State/Zip/Country: Greeley, CO 80639
Street Address (if different), City/State/Zip/Country
Main Phone Number (970)351-1890
WWW Home Page Address www.unco.edu
Admissions Phone Number (970) 351-2881
Admissions Toll-free Number (888) 700-4UNC (4862)
Admissions Office Mailing Address, City/State/Zip/Country UNC Admissions Office, Greeley, CO 80639
Admissions Fax Number (970) 351-2984
Admissions E-mail Address admissions.help@unco.edu
If there is a separate URL for your school's online application, please specify: www.unco.edu/decide.html
If you have a mailing address other than the above to which applications should be sent, please provide:

A2. Source of institutional control (check one only)

- Public
 Private (nonprofit)
 Proprietary

A3. Classify your undergraduate institution:

- Coeducational college

- Trimester Differs by program (describe):
 Other (describe):

A5. Degrees offered by your institution

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- | | |
|--|---|
| <input type="checkbox"/> Certificate | <input type="checkbox"/> Postbachelor's certificate |
| <input type="checkbox"/> Diploma | <input checked="" type="checkbox"/> Master's |
| <input type="checkbox"/> Associate | <input checked="" type="checkbox"/> Post-master's certificate |
| <input type="checkbox"/> Transfer | <input checked="" type="checkbox"/> Doctoral |
| <input type="checkbox"/> Terminal | <input type="checkbox"/> First professional |
| <input checked="" type="checkbox"/> Bachelor's | <input type="checkbox"/> 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, 2007**.

	FULL-TIME		PART-TIME	
	Men	Women	Men	Women
Undergraduates				
Degree-seeking, first-time freshmen	883	1,352	23	14
Other first-year, degree-seeking	495	507	40	48
All other degree-seeking	2,245	3,700	263	468
<i>Total degree-seeking</i>	3,623	5,559	326	530
All other undergraduates enrolled in credit courses	14	33	14	78
<i>Total undergraduates</i>	3,637	5,592	340	608
First-professional				
First-time, first-professional students	--	--	--	--

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and did not graduate for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions: 2

B6. Final **2000** cohort, after adjusting for allowable exclusions: 2,113
(Subtract question B5 from question B4)

B7. Of the initial **2000** cohort, how many completed the program in four years or less (by August 31, 2004): 605

B8. Of the initial **2000** cohort, how many completed the program in more than four years but in five years or less (after August 31, 2004 and by August 31, 2005): 368

B9. Of the initial **2000** cohort, how many completed the program in more than five years but in six years or less (after August 31, 2005 and by August 31, 2006): 66

B10. Total graduating within six years (sum of questions B7, B8, and B9): 1,039

B11. Six-year graduation rate for **2000** cohort (question B10 divided by question B6): 49.2 %

and did not graduate for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions: 6

B6. Final **2001** cohort, after adjusting for allowable exclusions: 2108
(Subtract question B5 from question B4)

B7. Of the initial **2001** cohort, how many completed the program in four years or less (by August 31, 2005): 623

B8. Of the initial **2001** cohort, how many completed the program in more than four years but in five years or less (after August 31, 2005 and by August 31, 2006): 322

B9. Of the initial **2001** cohort, how many completed the program in more than five years but in six years or less (after August 31, 2006 and by August 31, 2007): 77

B10. Total graduating within six years (sum of questions B7, B8, and B9): 1,022

B11. Six-year graduation rate for **2001** cohort (question B10 divided by question B6): 48 %

Retention Rates

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in **fall 2006** (or the preceding summer term). The initial cohort may be adjusted for students who departed for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government or official church missions. No other adjustments to the initial cohort should be made.

B22. For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in **fall 2006** (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in **fall 2007**? 66.2 %

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

Applications

C1. First-time, first-year (freshman) students: Provide the number of degree-seeking, first-time, first-year students who applied, were admitted, and enrolled (full- or part-time) in fall 2007. 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, non-admission, placement on waiting list, or application withdrawn (by applicant or institution). Admitted applicants should include wait-listed students who were subsequently offered admission.

Total first-time, first-year (freshman) men who applied	<u>2,464</u>
Total first-time, first-year (freshman) women who applied	<u>3,699</u>
Total first-time, first-year (freshman) men who were admitted	<u>2,165</u>
Total first-time, first-year (freshman) women who were admitted	<u>3,435</u>
Total full-time, first-time, first-year (freshman) men who enrolled	<u>883</u>
Total part-time, first-time, first-year (freshman) men who enrolled	<u>23</u>
Total full-time, first-time, first-year (freshman) women who enrolled	<u>1,352</u>
Total part-time, first-time, first-year (freshman) women who enrolled	<u>14</u>

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

Do you have a policy of placing students on a waiting list? Yes No

If yes, please answer the questions below for fall 2007 admissions:

Number of qualified applicants offered a place on waiting list _____

SAT and ACT Policies

C8. Entrance exams

A. Does your institution make use of SAT, ACT, or SAT Subject Test scores in **admission** decisions for first-time, first-year, degree-seeking applicants? Yes No

If yes, place check marks in the appropriate boxes below to reflect your institution's policies for use in admission for **Fall 2009**.

	Require	Recommend	ADMISSION Require for Some	Consider If Submitted	Not Used
SAT or ACT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACT only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT and SAT Subject Tests or ACT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SAT Subject Tests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

B. If your institution will make use of the ACT in admission decisions for first-time, first-year, degree-seeking applicants for **fall 2009**, please indicate which ONE of the following applies (regardless of whether the writing score will be used in the admissions process):

- ACT with Writing component required
- ACT with Writing component recommended.
- ACT with or without Writing component accepted

C. Please indicate how your institution will use the SAT or ACT essay component; check all that apply.

- For admission
- For placement
- For advising
- In place of an application essay
- As a validity check on the application essay
- No college policy as of now
- Not using essay component

D. In addition, does your institution use applicants' test scores for academic advising?

yes no

E. Latest date by which SAT or ACT scores must be received for fall-term admission August 15

Latest date by which SAT Subject Test scores must be received for fall-term admission N/A

F. 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): _____

G. Please indicate which tests your institution uses for **placement (e.g., state tests)**:

- SAT
- ACT
- SAT Subject Tests
- AP
- CLEP
- Institutional Exam
- State Exam (specify): _____

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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).

Percent in top tenth of high school graduating class	<u>10%</u>	
Percent in top quarter of high school graduating class	<u>32%</u>	
Percent in top half of high school graduating class	<u>68%</u>	} Top half + bottom half = 100%.
Percent in bottom half of high school graduating class	<u>32%</u>	
Percent in bottom quarter of high school graduating class	<u>5%</u>	
Percent of total first-time, first-year (freshman) students who submitted high school class rank:		<u>88%</u>

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.

Percent who had GPA of 3.75 and higher	<u>18%</u>
Percent who had GPA between 3.50 and 3.74	<u>13%</u>
Percent who had GPA between 3.25 and 3.49	<u>15%</u>
Percent who had GPA between 3.00 and 3.24	<u>20%</u>
Percent who had GPA between 2.50 and 2.99	<u>27%</u>
Percent who had GPA between 2.0 and 2.49	<u>7%</u>
Percent who had GPA between 1.0 and 1.99	<u>0%</u>
Percent who had GPA below 1.0	<u>0%</u>
	100%

C12. Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA:
3.21

Percent of total first-time, first-year (freshman) students who submitted high school GPA: 98%

Admission Policies

C13. Application fee

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

If you have an application fee and an on-line application option, please indicate policy for students who apply on-line:

Same fee: X

Free: _____

Reduced: _____

Can on-line application fee be waived for applicants with financial need? Yes

C14. Application closing date

Does your institution have an application closing date? Yes No
Application closing date (fall): _____
Priority date: August 1

C15. Are first-time, first-year students accepted for terms other than the fall? Yes No

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

On a rolling basis beginning (date): _____
By (date): _____
Other: Rolling

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

Must reply by (date): _____

No set date: X

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

Other: _____

Deadline for housing deposit (MMDD): None

Amount of housing deposit: \$250.00

Refundable if student does not enroll?

Yes, in full

Yes, in part

X No

C18. Deferred admission:

D. TRANSFER ADMISSION

Fall Applicants

D1. Does your institution enroll transfer students? Yes No

(If no, please skip to Section E)

If yes, may transfer students earn advanced standing credit by transferring credits earned from course work completed at other colleges/universities? Yes No

D2. Provide the number of students who applied, were admitted, and enrolled as degree-seeking transfer students in **fall 2007**.

	Applicants	Admitted Applicants	Enrolled Applicants
Men	457	443	280
Women	754	737	375
Total	1211	1180	655

Application for Admission

D3. Indicate terms for which transfers may enroll:

Fall Winter Spring Summer

D4. Must a transfer applicant have a minimum number of credits

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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.

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

* 3 weeks prior to semester in which student intends to enroll.

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

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: 2.0 (C)

D13. Maximum number of credits or courses that may be transferred from a two-year institution:
 Number 90 Unit type Semester Hours

D14. Maximum number of credits or courses that may be transferred from a four-year institution:
 Number 90 Unit type Semester Hours

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: 30 Semester Hours

D17. Describe other transfer credit policies:

E. ACADEMIC OFFERINGS AND POLICIES

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

- | | |
|---|--|
| <input type="checkbox"/> Accelerated program | <input checked="" type="checkbox"/> Honors program |
| <input checked="" type="checkbox"/> Cooperative education program | <input checked="" type="checkbox"/> Independent study |
| <input checked="" type="checkbox"/> Cross-registration | <input checked="" type="checkbox"/> Internships |
| <input checked="" type="checkbox"/> Distance learning | <input type="checkbox"/> Liberal arts/career combination |
| <input checked="" type="checkbox"/> Double major | <input checked="" type="checkbox"/> Student-designed major |
| <input type="checkbox"/> Dual enrollment | <input checked="" type="checkbox"/> Study abroad |
| <input checked="" type="checkbox"/> | |

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

- Campus Ministries
- Choral groups
- Concert band

- Literary magazine
- Marching band
- Model UN

- Radio station
- Student government
-

G. ANNUAL EXPENSES

Provide **2008-2009** academic year costs of attendance for the following categories that are applicable to your institution.

- Check here if your institution's **2008-2009** academic year costs of attendance are not available at this time and provide an approximate date (i.e., month/day) when your institution's final **2008-2009** academic year costs of attendance will be available: July 1, 2008

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 **2008-2009** academic year (30 semester hours 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).

	FIRST-YEAR	UNDERGRADUATES	GRADUATES
PRIVATE INSTITUTION Tuition:	--	--	--
PUBLIC INSTITUTION Tuition: In-district:	\$3,600 *	\$3,600 *	\$3,991.50
In-state (out-of-district):	\$3,600 *	\$3,600 *	\$3,991.50
Out-of-state:	\$12,180	\$12,180	\$11,277
NONRESIDENT ALIEN: Tuition:	\$12,180	\$12,180	\$11,277
REQUIRED FEES:	\$712.60	\$712.60	\$712.60

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

	Residents	Commuters (living at home)	Commuters (not living at home)
Books and supplies:	\$1,135	\$1,135	\$1,135
Room only:			--
Board only:		--	--
Room and board total (if your college cannot provide separate room and board figures for commuters not living at home):			\$3,987
Transportation:	\$1,303	\$1,303	\$1,303
Other expenses:	\$2,897	\$2,897	\$2,897

G6. Undergraduate per-credit-hour charges (tuition only):

	Undergraduate	Graduate
PRIVATE INSTITUTIONS:	--	--
PUBLIC INSTITUTIONS In-district:	\$150 *	\$221.75
In-state (out-of-district):	\$150 *	\$221.75
Out-of-state:	\$507.50	\$626.50
NONRESIDENT ALIENS:	\$507.50	\$626.50

**Reported with COF Stipend*

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Aid Awarded to Enrolled Undergraduates

H1. Enter total dollar amounts **awarded** to enrolled full-time and less than full-time degree-seeking undergraduates (**using the same cohort reported in CDS Question B1, “total degree-seeking” undergraduates**) in the following categories. (Note: If the data being reported are final figures for the **2006-2007** academic year (see the next item below), use the **2006-2007** academic year's CDS Question B1 cohort.) Include aid awarded to international students (i.e., those not qualifying for federal aid). **Aid that is non-need-based but that was used to meet need should be reported in the need-based aid column.** (For a suggested order of precedence in assigning categories of aid to cover need, see the entry for “non-need-based scholarship or grant 2 661.d6(nee)7(d)-6(nee)s.3ee4 uedn1-r nps e in r eed, se(e).f f hnn

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H2. Number of Enrolled Students Awarded Aid: List the number of degree-seeking full-time and less-than-full-time undergraduates who applied for and were awarded financial aid from any source. **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 awarded 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 Undergrad (Incl. Fresh)	Less Than Full-time Undergrad
a) Number of degree-seeking undergraduate students (CDS Item B1 if reporting on Fall 2007 cohort)	2,492	9,717	998
b) Numd[(Aid)5(th)6(a)3(d)]10saf th0 th0 thFull-time 0 te8 217e0 te8 217ed63(n)-7(()T5 0.72 34.5 ref571.4wh)5(te sta)-6pl aid3 0.for			

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Note: These are the graduates and loan types to include and exclude in order to fill out CDS H4, H4a, H5 and H5a.

Include:

- * 2007 undergraduate class who graduated between July 1, 2006 and June 30, 2007 who started at your institution as first-time students and received a bachelor's degree between July 1, 2006 and June 30, 2007.
* only loans made to students who borrowed while enrolled at your institution.
* co-signed loans.

Exclude:

- * those who transferred in.
* money borrowed at other institutions.

** H4. Provide the percentage of the class (defined above) who borrowed at any time through any loan programs (institutional, state, Federal Perkins, Federal Stafford Subsidized and Unsubsidized, private loans that were certified by your institution, etc.; exclude parent loans). Include both Federal Direct Student Loans and Federal Family Education Loans. _____%

**H4a. Provide the percentage of the class (defined above) who borrowed at any time through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. NOTE: exclude all institutional, state, private alternative loans and parent loans. _____%

**H5. Report the average per-borrower cumulative undergraduate indebtedness of those in line H4. \$ _____

**H5a. Report the average per-borrower cumulative undergraduate indebtedness through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. These are listed in line H4a. NOTE: exclude all institutional, state, private alternative loans and exclude parent loans. \$ _____

**H4, H4a, H5, H5a are not currently tracked.

Aid to Undergraduate Degree-seeking Nonresident Aliens (Note: Report numbers and dollar amounts for the same academic year checked in item H1.)

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

- [X] Institutional need-based scholarship or grant aid is available
[] Institutional non-need-based scholarship or grant aid is available
[] Institutional scholarship and grant aid is not available

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

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

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

H7. Check off all financial aid forms nonresident alien first-year financial aid applicants must submit:

- [] Institution's own financial aid form
[] CSS/Financial Aid PROFILE
[] International Student's Financial Aid Application
[X] International Student's Certification of Finances
[X] Other: Financial statement for International Student Form

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Process for First-Year/Freshman Students

H8. Check off all financial aid forms domestic first-year (freshman) financial aid applicants must submit:

- FAFSA
- Institution's own financial aid form
- CSS/Financial Aid PROFILE
- State aid form
- Noncustodial PROFILE
- Business/Farm Supplement
- Other: _____

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

Priority date for filing required financial aid forms: March 1

Deadline for filing required financial aid forms: _____

No deadline for filing required forms (applications processed on a rolling basis): _____

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

a.) Students notified on or about (date): _____

b.) Students notified on a rolling basis: **yes** If yes, starting date: 4/15

H11. Indicate reply dates:

Students must reply by (date): _____ or within 4 weeks of notification.

Types of Aid Av Cu/ ybS/TT1 s0 10Q

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

I-1. Please report the number of instructional faculty members in each category for fall 2007. Include faculty who are on your institution's payroll on the census date your institution uses for IPEDS/AAUP.

The following definition of full-time instructional faculty is used by the American Association of University Professors (AAUP) in its annual Faculty Compensation Survey (the part time definitions are not used by AAUP). Instructional Faculty is defined as those members of the instructional-research staff whose major regular assignment is instruction, including those with released time for research. Use the chart below to determine inclusions and exclusions:

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

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

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

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

Doctorate: includes such degrees as Doctor of Philosophy, Doctor of Education, Doctor of Juridical Science, and Doctor of Public Health in any field such as arts, sciences, education, engineering, business, and public administration.

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 master's degree: a master's degree that is considered the highest degree in a field: example, M. Arch (in architecture) and MFA (master of fine arts in art or theater).

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	Full-time	Part-time	Total
a.) Total number of instructional faculty	445	174	619
b.) Total number who are members of minority groups	39	15	54
c.) Total number who are women	233	100	333
d.) Total number who are men	212	74	286

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I-3. 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 2007** 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

J. Disciplinary areas of DEGREES CONFERRED

Degrees conferred between **July 1, 2006 and June 30, 2007**

For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor's degrees awarded. To determine the percentage, use majors, not headcount (e.g., students with one degree but a double major will be represented twice). Calculate the percentage from your institution's IPEDS Completions by using the sum of 1st and 2nd majors for each CIP code as the numerator and the sum of the Grand Total by 1st Majors and the Grand Total by 2nd major as the denominator. If you prefer, you can compute the percentages using 1st majors only.

Category	Diploma/ Certificates	Associate	Bachelor's	CIP 2000 Categories to Include
Agriculture				1
Natural resources/environmental science				3
Architecture				4
Area and ethnic studies				5
Communications/journalism			8 %	9
Communication technologies				10
Computer and information sciences				11
Personal and culinary services				12
Education			3 %	13
Engineering				14
Engineering technologies				15
Foreign languages and literature			1 %	16

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Common Data Set Definitions

- ◆ **All definitions related to the financial aid section appear at the end of the Definitions document.**
- ◆ Items preceded by an asterisk (*) represent definitions agreed to among publishers which do not appear on the CDS document but may be present on individual publishers' surveys.

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

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

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

***Adult student services:**

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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.

Common Data Set 2007-08

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:

Common Data Set 2007-08

***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,

Common Data Set 2007-08

Post-baccalaureate certificate: An award that requires completion of an organized program of study requiring 18 credit hours beyond the bachelor's;

Common Data Set 2007-08

***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