

Appendix E
CADE Facsimile

For each eligible student, please provide the following data.

I. REGISTRATION/ADMISSIONS

A. Locating Information Subsection

Question Number	Description
Question 1.	Student's PERMANENT phone number [area code+prefix +number] Student's PERMANENT address Student's PERMANENT city Student's PERMANENT state Student's PERMANENT zip code Student's PERMANENT country (if not USA)
Question 2.	Is there a local address for the student that is DIFFERENT from the permanent address? [y/n]
Question 3.	Student's LOCAL phone number [area code +prefix + number] Student's LOCAL address Student's LOCAL city Student's LOCAL state Student's LOCAL zip code
Question 4.	FIRST NAME, MIDDLE initial, LAST NAME, and SUFFIX of parent for whom locating information is available.
Question 5.	Is address/phone information available for parents of the student? [y/n]
Question 6.	For parent named in Question 5. <i>(You will get the option of choosing student's address for the parent's address.)</i> PARENT'S phone number [area code + number] PARENT'S address PARENT'S city PARENT'S state PARENT'S zip code PARENT'S country (if not USA)
Question 7.	Is other phone/address information (DIFFERENT from what was previously entered) available for another parent, a relative or friend of the student? [y/n]
Question 8.	FIRST NAME, MIDDLE Initial, LAST NAME, and SUFFIX of <i>parent or relative/friend</i> for whom locating information is available.
Question 9.	Relationship of <i>parent or relative/friend</i> to STUDENT. 1. FATHER 7. AUNT 2. MOTHER 8. GRANDFATHER 3. SPOUSE 9. GRANDMOTHER 4. BROTHER 10. FRIEND 5. SISTER 11. CO-WORKER 6. UNCLE 12. OTHER (SPECIFY)
Question 10.	For <i>parent or relative/friend</i> , please provide: Last Name, First Name, Middle Initial Phone number [area code + number] Address City State Zip Code Country

B. Student Characteristics Subsection

Question Number	Description
Question 1.	Student's LAST name Student's FIRST name Student's MIDDLE initial Student's suffix (e.g., Jr., III)
Question 2.	Students social security number
Question 3.	Student's date of birth
Question 4.	Student's gender (Use key below) 1. Male 2. Female
Question 5.	Student's driver's license number and state.
Question 6.	Student's marital status (Use key below) 1. Not married (single, widowed, divorced) 2. Married 3. Separated If married and female, please also provide: Student's maiden name If married, please also provide: Spouse's name (Last, First, Middle)
Question 7.	Student's high school degree (Use key below) 1. High school diploma 2. GED or other equivalency 3. Certificate of high school completion 4. Foreign high school 5. No high school degree or certificate
Question 7a.	Year Student Received High School Diploma/GED/Certificate
Question 8.	What is the student's ethnicity? (Use key below) 1=Hispanic or Latino 2=Not Hispanic or Latino
Question 9.	What is the student's race (Choose one or more) 1. White 2. Black or African American 3. Asian 4. American Indian or Alaska Native 5. Native Hawaiian or Other Pacific Islander
Question 10.	What is the student's citizenship status? (Use key below) 1. U.S. citizen or U.S. National 2. Resident alien 3. Foreign/International student or non-resident alien
Question 11.	Is the student a veteran of the U.S. Armed Forces? [y/n]

C. Admissions Information Subsection

For Undergraduates (including B&B cohort):

Question Number	Description
Question 1.	Is an SAT score available? [y/n] If yes: Student's SAT verbal score Student's SAT math score Year SAT taken
Question 2.	Is an ACT score available? [y/n] If yes: Student's composite ACT score Year ACT taken
Question 3.	Did the student take any admissions tests other than the SAT or ACT; such as ASSET, TABE, CPAT, CPT? [y/n]

For Graduate, Doctoral, and First Professional Students:

Question 1.	Are scores from the Graduate Record Exam (GRE) available for this student? [y/n] If yes: Student's GRE verbal score Student's GRE quantitative score Student's GRE analytic score Year GRE taken
Question 2.	Is other admissions test score available? [y/n]
Question 3.	Select the test from the list below. 1. DAT 2. GMAT 3. LSAT 4. MCAT 5. Miller's Analogies 6. Other test (specify)
Question 4.	<i>(If test chosen is GMAT, MCAT, or LSAT:)</i> Enter the test scores.

II. ENROLLMENT/TUITION SECTION

1. Enrollment Term Sub-Section [MUST BE COMPLETED BEFORE TUITION SUB-SECTION]

	<p>If student was enrolled in a course for credit at any time during the study period (July 1, 1999, and June 30, 2000) list all terms for which the student was enrolled and provide the following information for each term:</p> <p style="padding-left: 40px;">Name of term or payment period [EX: Fall, 1999] Start date of that term/period [mm/yr] End date of that term/period [mm/yr] Attendance status (use key below): 1 = Full-time (12 or more credits) 2 = Half-time (6 to 11 credits) 3 = Less than Half-time (5 or less credits)</p> <p><i>(If school is not a clock-hour school:)</i> Credit hours [number]</p>
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Question 1.	<p>During [LAST TERM ENROLLED], in what type of degree program was the student enrolled (Use key below):</p> <ul style="list-style-type: none"> 1 = Associate’s degree program 2 = Bachelor’s degree program 3 = Undergraduate Certificate or other formal award 4 = Undergraduate, non-degree program 5 = Graduate/Post-Baccalaureate certification program (including Teacher certification) 6 = Master’s degree program 7 = Doctoral or First Professional degree program 8 = Graduate, Other (including non-degree programs)
Question 2.	<p><i>(Only applicable to students in Master’s Degree program)</i></p> <p>Which of the following Masters degrees was the student working toward during [LAST TERM ENROLLED]? (Use key below)</p> <ul style="list-style-type: none"> 1. Masters of Business Administration (MBA) 2. Masters of Science (MS) 3. Masters of Arts (MA) 4. Masters of Education (M.Ed) 5. Masters of Public Administration (MPA) 6. Masters of Arts in Library Sciences (MLS) 7. Masters of Public Health (MPH) 8. Masters of Fine Arts (MFA) 9. Masters of Applied Arts (MAA) 10. Masters of Arts in Teaching (MAT) 11. Masters of Divinity (M.Div) 12. Masters of Social Work (MSW) 13. Masters of Landscape Architecture (MLA) 14. Masters of Professional Management MPM) <p>Other Masters Degree; not listed above</p>
Question 2.	<p><i>(Only applicable to students in Doctoral or FP program)</i></p> <p>Which of the following doctoral or First Professional degrees was the student working toward during [LAST TERM ENROLLED]? (Use key below);</p> <p>DOCTORAL DEGREES</p> <ul style="list-style-type: none"> 1. Doctor of Philosophy (PhD) 2. Doctor of Education (Ed.D) 3. Doctor of Theology (ThD) 4. Doctor of Business Administration (DBA) 5. Doctor of engineering (D.Eng) 6. Doctor of Fine Arts (DFA) 7. Doctor of Public Administration (DPA) 8. Doctor of Science (Dsc/ScD) 9. Other Doctoral Degree <p>SPECIFY: _____</p> <p>FIRST PROFESSIONAL DEGREES</p> <ul style="list-style-type: none"> 10. Chiropractic (DC or DCM) 11. Dentistry (DDS or DMD) 12. Medicine (MD) 13. Optometry (OD) 14. Osteopathic Medicine (DO) 15. Pharmacy (Pharm. D) 16. Podiatry (DPM or Pod. D) 17. Veterinary medicine (DUM) 18. Law (LLB or JD) 19. Theology (M.Div., MHL, BD)

Question Number	Description
Question 3.	During [LAST TERM ENROLLED], what was this student's class level? (Use key below) 1 = 1 st Year/Freshman 2 = 2 nd Year/Sophomore 3 = 3 rd Year/Junior 4 = 4 th Year/Senior 5 = 5 th Year or Higher Undergraduate 6 = Undergraduate (unclassified) 7 = Student with advanced degree taking undergraduate courses 8 = 1 st year Graduate/professional 9 = 2 nd year Graduate/professional 10 = 3 rd year Graduate/professional 11 = Beyond 3 rd year Graduate/professional
Question 3a.	<i>(For students who were listed as undergraduates on the institution enrollment list but then are identified as being in a graduate or first professional program in CADE:)</i> Has this student received a baccalaureate degree from this institution since July 1, 1999 prior to enrolling in the graduate or first professional program? (y/n)
Question 4	Cumulative GPA
Question 5.	What is the student's current or most recent major or field of study? (In some cases, this will be filled automatically based on type of Masters, Doctoral, or First Professional degree program)
Question 6.	When did this student FIRST enroll at [YOUR INSTITUTION]? (mm/yr)
Question 7.	Has this student completed the requirements for the [DEGREE]? [y/n] (applicable if student is in a degree program)
Question 8.	If the requirements have been completed, will the [DEGREE] be awarded on or before August 31, 2000? [y/n]
<i>For CLOCK HOUR Institutions ONLY.</i>	
Question 9.	What is the total length of the program in clock/contact hours? [Specify hours]
Question 10.	How many hours (lab and classroom) are required per week? [Specify hours]

B. Tuition Charges

Question 1.	For each term attended by the student (those terms identified in the Enrollment/Term Sub-section above), specify amounts of tuition and fees charged. Please provide separate amounts for each term, if available.
Question 2.	Total tuition and fees charged for all terms.
Question 3.	<i>(If the institution is public:)</i> For tuition purposes, this student was classified as: (Use key below) 1. In jurisdiction (e.g., in-state, in-district, etc.) 2. Out-of-jurisdiction (e.g., out-of-state, out-of-district, etc.)

III. FINANCIAL AID INFORMATION**A. Financial Aid Awards**

Question 1.	Did the student receive any financial aid, such as: → Assistantships → grants → scholarships → loans → fellowships → work study → tuition waivers → tuition discounts → veterans benefits → other financial aid
	for terms or courses in which they were enrolled between July 1, 1999 and June 30, 2000? [y/n] (Some portion of the term must occur between these dates but may start prior to July 1 or end after June 30.)

Question Number	Description
IF NO, YOU HAVE COMPLETED THIS SUBSECTION	
Question 2.	Did the student receive any federal aid, such as: [y/n]
Question 3.	Please enter the amounts of federal financial aid received by the student within each program.
<p><u>Federal Aid Programs</u></p>	
<ol style="list-style-type: none"> 1. Pell Grant program 2. Stafford Loan – subsidized (FFEL or Direct) 3. Stafford Loan – unsubsidized (FFEL or Direct) 4. PLUS parent loan (FFEL or Direct) 5. Perkins loan 6. Federal SEOG grant 7. Federal work-study (FWS) 8. Robert Byrd honors scholarship 9. Federal health professions loans (Nursing, HPSL, Primary Care, Disadvantaged) 10. Federal health professions Disadvantage Student Scholarships (SDS) 	
Question 4.	Did the student receive any state aid, such as: (customized list for each state) [y/n]
Question 5.	<i>(If yes, enter amounts.)</i>
<p><u>State Aid Programs (List up to 10 awards)</u></p>	
<ol style="list-style-type: none"> A. Customized for each state B. Customized for each state C. Customized for each state D. Customized for each state E. Customized for each state F. Customized for each state G. Customized for each state H. Customized for each state I. Customized for each state J. Customized for each state 	
<p><i>NOTE: State Aid Programs vary by state. Please refer to CADE for the specific items which should be included here for your institution.</i></p>	
Question 6.	Did the student receive any institutional aid, such as: [y,n]
Question 7.	<i>(If yes, enter amounts.)</i>
<p><u>Institutional Financial Aid</u></p>	
<ol style="list-style-type: none"> A. Customized for each institution B. Customized for each institution C. Customized for each institution D. Other grants and scholarships: need-based E. Other grants and scholarships: merit-based only F. Other grants and scholarships: both need and merit G. Athletic scholarship H. UG Tuition waivers for faculty/staff, family I. Tuition waivers and discounts for other undergraduates J. Undergraduate institutional loan K. Undergraduate institutional work-study L. Undergraduate resident assistants, tutors, or advisor stipends 	
<p><i>NOTE: Undergraduate institutional aid – Items A, B, and C, vary by institution and will be blank if aid was not preloaded for this institution.</i></p>	

Question Number	Description
Question 8. Question 9.	<p>Did the student receive any graduate institutional aid, such as: [y,n] (If yes, enter amounts.)</p> <p><u>Graduate Institutional Financial Aid</u></p> <p>A. Graduate fellowship or scholarship B. Federal fellowship (NSF, NASA, NIH, USDA, etc.) C. Federal traineeship D. Teaching assistantships/stipends E. Research assistantships/stipends F. Other graduate assistants, tutors, or readers stipends G. Tuition waivers for graduate students (including assistants) H. Tuition waivers for faculty/staff, spouse or children I. Institutional work-study J. Institutional loan</p>
Question 10.	Did the student receive any other aid, such as: [y/n]
Question 11.	<p>(If yes, enter amounts.)</p> <p>A. Scholarships/grants from private organizations, foundations, unions B. Employer paid tuition C. Veteran benefits D. ROTC and grants for Armed Forces personnel E. JTPA, other job training, vocational rehabilitation F. Bureau of Indian Affairs grants G. Scholarships/grants from state agencies in other states H. Private or commercial loans (including Law, Medical, TERI, Nellie Mae)</p>
Question 12.	<u>List of Other Financial Aid</u>
	<p>Please also report any other financial aid awarded to the student, provide:</p> <ol style="list-style-type: none"> 1. the <i>name</i> of the award 2. the <i>type</i> of award (Use key below) <ol style="list-style-type: none"> 1. Grant/scholarship: need-based 2. Grant/scholarship: merit-based 3. Grant/scholarship: both need and merit 4. Tuition waiver 5. Loan 6. Work-study or assistantship 7. Other 3. the <i>source</i> of the award (Use key below) <ol style="list-style-type: none"> 1. Institution 2. State 3. Federal 4. Other 4. the <i>amount</i> of the award
3. Need Analysis	
Question 1.	Is there financial aid budget information or a Federal Expected Family Contribution (EFC) value available for the student? [y/n]
IF NO, YOU HAVE COMPLETED THIS SUB-SECTION	

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Question Number	Description
Question 2.	What was the student;s dependency status during the study year for federal financial aid purposes? (Use key below) 1. Dependent 2. Independent
Question 3.	For purposes of determining the student;s financial aid budget, was the student;s local residence .. ? (Use key below) 1. On-campus or school-owned housing 2. Off-Campus without parents 3. Off-Campus with parents
Question 4.	Please provide the Federal Expected Family Contribution (EFC) amount for the student.
Question 5.	Is there a Cost of Attendance or Student Expense Budget available for this student? [y/n]
Question 6	Please provide line-item budget amounts (if only a total budget amount is available, please provide the total amount; line-item amounts are preferred over a total amount). 1. Tuition and fees 2. Books and supplies 3. Room and board 4. Transportation 5. Computer technology fees 6. All other expenses <u>OR</u> Total Cost of Attendance
Question 7	For what period does this budget apply? (Use key below) 1. Full time, full year 2. Full time, one term 3. Part time, full year 4. Part time, one term 5. Other - Specify
Institution Student Information Record	
1.	Is there an Institution Student Information Record (ISIR) or computerized ISIR data available for this student (y/n)?
2.	Student's social security number from the ISIR
3.	Student's last name from ISIR.