Institutional Characteristics

Part A - Educational Offerings

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

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

☐ Occupational, may lead to a certificate, degree, or other formal award

☐ Academic, leading to a certificate, degree, or diploma

☐ Recreational or avocational (leisure) programs

☐ Adult basic or remedial instruction or high school equivalency

☐ Secondary (high school)

Part A - Mission Statement

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

Mission Statement URL: http://

Mission Statement

Part B - Organization - Control and Level

1. What is your institutional control or affiliation?

○ <u>Public</u> - Specify

Primary control	Secondary control (if applicable)
Select One ▼	Select One ▼

○ <u>Private for-profit</u>

○ <u>Private not-for-profit</u> independent (no religious affiliation)

○ Private not-for-profit religious affiliation - Specify

Select One ▼

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

Award Level

BELOW THE BACCALAUREATE:

1	☐	<u>Postsecondary award, certificate, or diploma of **less than one academic year**</u> • less than 900 contact or clock hours, or • less than 30 semester or trimester credit hours, or • less than 45 quarter credit hours
2	☐	<u>Postsecondary award, certificate, or diploma of **at least one but less than two academic years**</u> • at least 900 but less than 1800 contact or clock hours, or • at least 30 but less than 60 semester or trimester credit hours, or • at least 45 but less than 90 quarter credit hours
3	☐	<u>Associate's degree</u>
4	☐	<u>Postsecondary award, certificate, or diploma of **at least two but less than four academic years**</u> • 1800 or more contact or clock hours, or • 60 or more semester or trimester credit hours, or • 90 or more quarter credit hours

BACCALAUREATE AND ABOVE:

5	☐	<u>Bachelor's degree</u> or equivalent
6	☐	<u>Postbaccalaureate certificate</u>
7	☐	<u>Master's degree</u>
8	☐	<u>Post-master's certificate</u>
9	☐	<u>Doctor's degree</u>
10	☐	<u>First-professional degree</u>
11	☐	<u>First-professional certificate</u> (Post-degree)
12	☐	Other; please specify in the Caveats box

CAVEATS

Part B - Organization - Calendar System

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

3. **What is the predominant <u>calendar system</u> at the institution? [Choose one]**

Standard academic terms

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

⬡ <u>Semester</u>

⬡ <u>Quarter</u>

⬡ <u>Trimester</u>

⬡ <u>4-1-4 or similar plan</u>

⬡ <u>Other academic calendar</u>

Other calendar system

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

⬡ <u>Differs by program</u>

⬡ <u>Continuous basis</u> (every 2 weeks, monthly, or other period)

Part B - Organization - Student Enrollment

4. **Does your institution enroll any of the following types of students?**
Include all levels that your institution offers, even if there are no students currently enrolled at that level. The reported full- and part-time 2005 Fall Enrollment counts are provided for your reference.

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

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

Estimated 2006 Fall Enrollment
Please provide an early estimate of your institution's fall enrollment for all levels offered at your institution as indicated above for full- and part-time students. Estimates should be based on the definitions used in the IPEDS Enrollment component submitted in the Winter or Spring collection. These data will NOT appear in IPEDS COOL (College Opportunities Online Locator), but will be made available in the IPEDS Peer Analysis System.

	Full-time	Part-time	Total
Students in academic or occupational programs			
First-time students			

5. **For academic year 2003-04, did your institution enroll any <u>full-time, first-time</u> students?**
*If you answer **Yes** to this question, you will be required to provide Graduation Rates data for 2003-04 in the Spring collection. If you answer **No** to this question, please indicate the reason you are not required to report Graduation Rates for the cohort year requested. If you reported any full-time, first-time degree/certificate-seeking students on the 2003-04 Enrollment survey, the data will be preloaded below.*

O No

☐ This institution did not enroll full-time, first-time degree/certificate-seeking students.

☐ This institution was not in operation in 2003-04.

O Yes

<u>Cohort</u> from 2003-04 Enrollment of full-time, first-time degree/certificate-seeking students (GRS Cohort)

6. **<u>System</u>, <u>Governing Board</u> or <u>Corporate Structure</u> (please see instructions for reporting System or Corporate data.)**

O This institution is NOT a part of a system or corporate entity.

O This institution is a part of a system or corporate entity.

Specify name of the system or coporate entity.

Part C - Admission Requirements and Services - Open Admission

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

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

    ◯ Yes

    ◯ No

CAVEATS

Part C - Admission Requirements and Services - Admission Requirements

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

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

Part C - Admission Requirements and Services - Selection Process

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

Select reporting period: O **Fall 2005**   O **Fall 2006**

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

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

Select reporting period   O **Fall 2005**   O **Fall 2006**   O **Test scores NOT required**

Number submitting <u>SAT</u> scores

Percent submitting SAT scores

Number submitting <u>ACT</u> scores

Percent submitting ACT scores

	25th Percentile	**75th Percentile**
SAT Critical Reasoning		
SAT Math		
SAT Writing		
ACT Composite		
ACT English		

ACT Math

CAVEATS

Part C - Admission Requirements and Services - Special Learning Opportunities

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

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

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

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

Part C - Admission Requirements and Services - Student Services

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

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

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

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

Part D - Student Charges - Application Fees

1. **Is an <u>application fee</u> for admission required by your institution?**

     ⬡ No

     ⬡ Yes - Indicate amount of application fee

                                       Amount   **Prior year**

Part D - Student Charges Questions

3. **Are all <u>full-time</u>, <u>first-time</u> degree/certificate-seeking students required to live on campus or in institutionally-controlled housing?**

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

○ No

○ Yes

4. **Does your institution charge different <u>tuition</u> for <u>in-district</u>, <u>in-state</u>, or <u>out-of-state</u> students?**

*If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.*

○ No

○ Yes

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

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

○ No

○ Yes

Specify <u>housing capacity</u> for academic year 2006-07.

[   ]

6. **Do you offer <u>board</u> or meal plans to your students?**

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

○ No

○ Yes - Number of meals per week in the maximum meal plan offered

[   ]

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

Part D - Student Charges

7. **Charges to <u>full-time students</u> for the full <u>academic year</u> 2006-07**

	<u>In-district</u>	**Prior year**	**<u>In-state</u>**	**Prior year**	**<u>Out-of-state</u>**	**Prior year**
All full-time <u>undergraduates</u>						
Average <u>tuition</u>						
Required fees						

8. **Per credit hour charge for <u>part-time students</u>**

	<u>In-district</u>	**Prior year**	**<u>In-state</u>**	**Prior year**	**<u>Out-of-state</u>**	**Prior year**
<u>Per credit hour charge</u>						

Part D - Student Charges - Room and Board

12. What are the typical <u>room</u> and <u>board charges</u> for a student for the full academic year 2006-07?

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

<u>Room</u> and <u>board charges</u>	**Amount**	**Prior year**
Room charge (Double occupancy)		
Board charge (Maximum plan)		
Combined room and board charge (Answer only if you CANNOT separate room and board charges.)		

Part D - Student Charges - Price of Attendance

13. **Price of attendance for full-time, first-time students:**

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

Charges for full academic year	2004-05	2005-06	2006-07
Published tuition and required fees:			
In-district			
In-state			
Out-of-state			
Books and supplies			
On campus:			
Room and board			
Other expenses			
Off campus (not with family):			
Room and board			
Other expenses			
Off campus (with family):			
Other expenses			

CAVEATS

Part E - Additional Information - Athletic Association

1. **Is this institution a member of a national athletic association?**

     ○ No

     ○ Yes - Check all that apply

        ☐ National Collegiate Athletic Association (NCAA)

        ☐ National Association of Intercollegiate Athletics (NAIA)

        ☐ National Junior College Athletic Association (NJCAA)

        ☐ United States Collegiate Athletic Association (USCAA)

        ☐ National Christian College Athletic Association (NCCAA)

        ☐ Other

2. **If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the droplist.**

Sport	NCAA or NAIA member		Conference
Football	○ No	○ Yes-Specify	Select One ▾
Basketball	○ No	○ Yes-Specify	Select One ▾
Baseball	○ No	○ Yes-Specify	Select One ▾
Cross country and/or track	○ No	○ Yes-Specify	Select One ▾

3. **Did your institution offer athletically-related aid to ANY students in academic year 2005-06?**

*If you answer **Yes** to this question, you will be provided with screens to report the total number of students that received athletically-related student aid during the 2005-06 academic year (Section V of the Graduation Rates survey).*

○ No.

○ Yes.

Part E - Additional Information - New Institutions

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

Select One ▼

Print Form(s) | GoBack

Instructions for Institutional Characteristics

Institutional Identification

Required fields - Double asterisks (**) beside a field on a screen indicate that the field is a required entry.

Institution name and address - This is the full name of the institution covered by this report and the **phys** **location** of the institution, including 9-digit ZIP Code (if known), as it should appear in an institutional listin NOT provide a Post Office Box Number in this field. If your institution's name has **officially** changed, enter name in the box provided.

Mailing address - In this block, please provide the address to which correspondence should be mailed, if mailing address is different from the physical address. You may provide a P.O. Box here. This address ma address of a central, system, or corporate office, or other branch campus located elsewhere.

Web Address - Enter or update the institution's general (or main) web site address if your institution maint home page on the Internet. Do not preface the address with http://; the Internet protocol will be determined IPEDS COOL (College Opportunities Online Locator) web site. Be sure to indicate where the address is ca sensitive.

Telephone numbers - These are the telephone numbers for general information inquiries, the Financial Ai and the Admissions Office.

Employer ID number - Enter the Employer Identification Number (EIN), the 9-digit number that the Interna Revenue Service (IRS) assigned to the institution for tax purposes.

OPEid - Verify your Office of Postsecondary Education Identification number (OPEid), the 8-digit number t used by the U.S Department of Education for federal student financial aid eligibility purposes. This number found on your Program Participation Agreement (PPA). If your pre-printed number is not correct, please co the HELP desk at 1-877-225-2568. This item will not be shown for institutions that do not have an OPEid (not eligible for Title IV funding).

Name and title of chief administrator of institution - Provide the name, title and email address of the ch administrator of the entity covered by this report. (Example: President, Chancellor, Provost, etc.)

Part A - Educational Offerings

This question is asked to verify the inclusion of the institution on the NCES/IPEDS list of instit offering all types of postsecondary education. Postsecondary education is the provision of a fc instructional program whose curriculum is designed primarily for students beyond the compul age for high school. This includes programs whose purpose is academic, vocational, and cont professional education and excludes avocational and adult basic education programs.

Mission Statement - Please provide your institution's mission statement or a link (URL) to t address where your statement can be found. If your mission statement is lengthy but availab

electronically, provide the link in the space provided. If you type your statement it must be li
to 2,000 characters or less. The institution's mission statement will be made available on the
College Opportunities Online Locator (IPEDS COOL).

Part B - Organization

Institutional control or affiliation - Indicate the appropriate form of control or affiliation under which the in
operates. Affiliation with a religious group need not imply financial backing. If the institution has a religious
affiliation, select the denomination from the list provided in the drop box. Public institutions must designate
primary control; identification of a secondary control is optional.

If the control of your institution is different from prior year or requires a change, please contact the Help De
877-225-2568.

Award levels - Check all applicable levels for all credit programs offered at this institution. Award levels ar
identified on the basis of recognition for their completion, duration, or a combination thereof.

- Note that award levels 1, 2, and 4 are differentiated on the basis of length of programs and refer
  completions below the level of the baccalaureate degree. Do not designate the categories on the
  the terminology used by the institution to describe these completions.
- All references to length of study should be interpreted to mean the equivalent of full-time acader
  years; that is, at least 1 but less than 2 years refers to the number of credits or the course load t
  would normally be completed by a full-time student attending within the stated time period.
- One academic year equals 30 semester credit hours or its equivalent, or 900 contact or clock hou
  instruction.
- Award levels 3, 5, 7, 9, and 10 indicate those degree levels for which the institution is authorizec
  make formal awards.
- If you check award level 12 - Other, please specify or describe this award in the caveats box afte
  make sure that it cannot be classified in one of levels 1-11.

Calendar System - Indicate the **predominant** calendar under which the institution operates. If programs a
offered on more than one calendar, select the system under which most programs are offered. If there is n
predominant calendar system at this institution, indicate the option that best characterizes your institution.

If your calendar system is different from prior year or requires a change, please contact the Help Desk at 1
225-2568.

Note: The way you answer the calendar system question determines how you will report tuit
information and how you will determine your cohort for reporting Graduation Rates data. The
Student Right-to-Know regulations state that if your institution offers a predominant number
programs based on **standard academic terms** (semesters, trimesters, quarters, 4-1-4, or c
academic), you must use a **fall cohort**. Institutions choosing one of the standard academic t
options will report tuition and fees information based on a **full academic year**. If most of yo
programs are not based on standard academic terms (that is, you operate on a **program-by
program or continuous enrollment basis**), then you are to use a **full-year cohort**. You v
report tuition and fees information by program and must **report for the entire length of th
program**.

Example: Your institution offers primarily occupational/vocational programs of various lengt
student enrolls in a program and pays tuition for the entire program. In addition, students ar
allowed to enter at three different times during the year. How should you report? In this case
should indicate "program by program" even though it seems that your institution operates or
trimester basis. If your institution reports by program, prospective students can see what the

should expect to pay to obtain a certificate in a particular program and how long the program to complete.

Enrollment of full- and part-time students - Indicate whether your institution enrolls any time or part-time students at the levels listed. Also indicate whether your institution enrolls fi time, degree/certificate-seeking undergraduate students on either a full- or part-time basis. determine which screens will be generated for reporting academic year tuition charges, and f reporting Enrollment data during the Winter and Spring collections. Additionally, checking Yes full-time, first-time, degree/certificate-seeking students determines that your institution will price information later on subsequent IC screens in Part D, and Student Financial Aid informa the Spring.

Estimated 2006 Fall Enrollment - Please provide an early estimate of your institution's fall enrollment for offered at your institution as indicated above for full- and part-time students. Estimates should be based on definitions used in the IPEDS Enrollment component submitted in the Winter or Spring collection. These da NOT appear in IPEDS COOL (College Opportunities Online Locator), but will be made available in the IPE Analysis System.

4-year institutions - Indicate if your institution had any full-time, first-time undergraduate students enrolled programs at the baccalaureate level or below in academic year 2000-01. If you indicate 'yes' you must repo graduation rates data in the Spring.

Less-than-4-year institutions - Indicate if your institution had any full-time, first-time degree/certificate-se students enrolled in academic year 2003-04. If you indicate 'yes' you must report graduation rates data in t Spring.

System, Governing Board or Corporate Structure - Please check (click) the appropriate box in this sect your institution is not part of a system or larger corporate entity, check the first box. A system is an organiza two or more postsecondary institutions with a common governing body. If your institution is part of a system corporate entity, please check the second box and provide the name of the system or corporate entity.

Part C - Admission Requirements and Services

Admission policy - This question determines whether or not your institution has an open admissions polic Select "This institution does not admit first-time undergraduate-level students" if yours is an upper division, graduate, or first-professional only institution.

Admission Requirements and Services - Admission Requirements

Admissions considerations - This question refers to the admission policy for entering first-time undergrad students. Indicate the types of considerations that are used as part of the selection process for entering firs degree/certificate-seeking students. For each, indicate if required, recommended, neither required nor recommended, or if you don't know.

Applicants/Enrolled Students - First select the period for which you will report. Report data for fall 2005 whichever is currently available. Indicate the number of first-time, degree/certificate-seeking students who the number offered admission, and the number who enrolled (both full and part time) by gender, or total, or your institution for the indicated reporting period. If the total includes students that did not provide gender, t detail do not have to sum to the total. Include early decision, early action, and students who began studies the summer prior to the fall reporting period. Applicants should include only those students who fulfilled all requirements for consideration for admission and who have been notified of one of the following actions: admission, non-admission, placement on a wait list, or application withdrawn (by applicant or institution). A applicants (admissions) should include wait-listed students who were subsequently offered admission.

Test scores - Select a reporting period. If test scores are required for admission for students in your enteri

cohort (first-time, degree/certificate-seeking undergraduate level students), please provide the number and percentage of students submitting SAT/ACT scores and the 25th and 75th percentile scores for each test. **information for ALL enrolled, degree/certificate-seeking, first-time, (freshman) students who submit scores.** Do not include partial test scores (e.g., mathematics scores but not verbal for a category of studen combine other standardized test results (such as TOEFL) in this item. If students submitted TOEFL scores addition to SAT/ACT scores include those students. Please **do not** convert test scores; scores must be rep separately. Provide data for the most recent entering class for which data are available; include new studer admitted the summer prior to the fall for which you are reporting.

Admission Requirements and Services - Services

Special credit upon entry - Please indicate if your institution accepts credit earned prior to admission thro of the sources listed.

Special learning opportunities - Indicate which of the listed special learning opportunities are offered by institution. Teacher certification refers to pre-K through 12; if your institution provides certification for some (e.g., elementary only and not secondary) be sure to indicate that only certain levels are offered.

Admission Requirements and Services - Student Services

Years of study required for entry - This item will identify institutions that limit entrance to students who ha completed certain academic requirements. For example, upper division only schools may require 2 years (credits) of study prior to admittance, and schools that offer only graduate programs may require bachelor's degrees or 4 years of study for entrance.

Student Services - Indicate which of the listed services are offered by your institution.

Library - Indicate whether this institution has its own library, contributes financially to a shared library, or ha facility.

Part D - Student Charges

The following data items are to be completed prior to entering charges:

Application fee - If your institution charges an application fee for admission, indicate the amount at the stu levels provided.

On-campus or Institutionally controlled housing - Indicate if ALL full-time, first-time degree/certificate-s students are required to live on-campus or in institutionally-controlled housing.

Tuition based on residence - Indicate if your institution charges a different price for students from in-distri state, or out-of-state.

Housing - Indicate if your institution provides on-campus housing and, if so, the housing capacity.

Meal plans - Indicate the option that best describes the meal plan at your institution. If you answer Yes to question, provide the number of meals per week in the maximum meal plan offered. You must also report t board charges or combined room and board charges on later screens.

For Program Reporters Only

Student Charges - Number of Programs

Number of programs - Provide the total number of occupational/vocational programs offered by your insti

Student Charges - Price of Attendance - Largest Program

Largest Program - If you provided information on your largest program last year, these data have been pr printed. You can modify previously reported data or just provide information for the 2006-07 year. If your la program has changed, you may check the box provided and indicate a different program; however, you wil required to enter data for all three years as indicated on the page.

To change the largest program, select the program category from the first drop list and the corresponding program code and title from the second drop list. If for any reason you wish to restore the pre-preprinted information, just click the reset button at bottom of the page.
Be sure to provide amounts for room and board and other expenses as requested. These are the amounts your financial aid office for determining eligibility for student financial assistance. Note: you must provide da these fields, otherwise you cannot lock your submission.

Student Charges Tuition and Fees - Next 5 Programs

Largest programs - Provide the Classification of Instructional Program (CIP) code, tuition and required fee the total program, the cost of books and supplies for the total program, the length of the program in contac credit hours and the number of months it takes to complete the entire program.

- Refer to the <u>2000 Classification of Instructional Programs (CIP) guide</u>, and match your program t closely as possible with a program listed in this publication. Select the program category from the drop list and the corresponding program code and title from the second drop list.
- Indicate if program length for the entire program is measured in contact or credit hour.
- Enter the total tuition and required fees charged for the entire length of the program.
- Enter the cost of books and supplies for the total program.
- Report the full length of the program measured in contact or credit hours.
- Please note that English as a second language and GED courses are not to be included in IPEDS.
- If your institution charges a different amount for in-state and out-of-state students, provide the a charged to in-state students here.

For Academic Year Reporters Only

Student Charges - Undergraduate Students

It is recognized that tuition and required fees and room and board charges may not be the same for all **full-undergraduate students** at an institution. Therefore, please be guided by the following:

- Report the amount of tuition and required fees for **the full academic year** most frequently char in-district, in-state and out-of-state students. Be sure to provide amounts in all columns (in-distr state and out-of-state) even if they are the same. If your institution charges tuition on a per-cred basis, please estimate average tuition based on the average full-time credit hour load for an entir academic year.
- When reporting required fees, be sure to include all fixed sum charges that are REQUIRED of suc large proportion of all students that the student who does not pay the charges is an exception.
- Do not include any charges that are clearly optional.
- If the institution has a single lump sum charge for tuition, required fees, and room and board, er amount as a comprehensive fee.

Undergraduate students include:

- Those who have not obtained a bachelor's degree;

- All students in bachelor's degree programs which require at least 4 years but fewer than 6 years college work; and
- All students in occupational or general study programs requiring 1, 2, or 3 years of college work which are designed to prepare students for immediate employment, or to provide general educat rather than as the first 1, 2, or 3 years of a bachelor's degree program.

Per credit hour charges - Enter the dollar amount your institution most frequently charges to **part-time undergraduate students** per credit hour of instruction. Be sure to provide data for in-district, in-state, and state students.

Student Charges - Graduate Students

Graduate students - Those students who have attained at least one standard bachelor's degree or first-professional degree and are or could be candidates for Master's or Doctor's degrees. DO NOT include can for the degrees of D.P.M., D.D.S., D.M.D., M.D., O.D., D.V.M., L.L.B., J.D., B.D., or other first-professional degrees; these are to be reported on the first-professional page.

- Report the amount of tuition and required fees for the full academic year most frequently charge **full-time graduate students**. Be sure to provide amounts in all columns (in-district, in-state an of-state) even if they are the same. If your institution charges tuition on a per-credit-hour basis, estimate average tuition based on the average full-time credit hour load for an academic year.
- When reporting required fees, be sure to include all fixed sum charges that are REQUIRED of suc large proportion of all students that the student who does not pay the charges is an exception.
- Do not include any charges that are clearly optional.

Per credit hour charges - Enter the dollar amount your institution most frequently charges to **part-time gr students** per credit hour of instruction. Be sure to provide data for in-district, in-state, and out-of-state stud

Student Charges - First-professional Tuition and Fees

Tuition and required fees for first-professional programs - Enter in the spaces provided the dollar amo tuition and required fees for an academic year charged to full-time students in each of the first-professional programs offered at this institution. The prior year data is provided for the programs that were reported for institution in a prior year; if your institution no longer offers the program, do not report a current year tuition for that program.

Student Charges - Room and Board Charges

Report the typical room charge for the **full academic year** 2006-07 to a full-time student sharing a room wi other student. Report the board charge based on the maximum meal plan available for 2006-07 to a full-tim student. Report a combined room and board charge only if room and board charges **CANNOT BE SEPAR**

Student Charges - Price of Attendance

Institutions with standard academic terms (semesters, trimesters, quarters, or 4-1-4 or other academic plan should provide price information for in-district, in-state, and out-of-state students for the FULL ACADEMIC the columns indicated. At this time, you may update or correct any 2004-05 or 2005-06 data that were prev provided. If your institution did not report student price information, be sure to provide **three years** of data.

Prices entered on this screen will be compared to similar prices entered for the prior year. If you change a previously reported amount and the new amount exceeds what was previously reported by 25%, an explan will be required to lock the data. Amounts that reflect an increase of more than 10% for consecutive school will also require an explanation in order to lock the data.

Tuition and fees, books and supplies, room and board, and other expenses are those amounts used by you

financial aid office for determining eligibility for student financial assistance. You **must** supply this informati
the boxes provided. Report comprehensive fee if tuition/room/board charges cannot be separated. **You wil
able to lock without these data.**

Part E - Additional Information

Athletic Affiliation - Indicate if your institution is a member of a national athletic associatio

NCAA or NAIA - For institutions belonging to NCAA or NAIA, select the conference by sport,
the drop list provided (if applicable).

Additional Information

Athletically related aid - Indicate if your institution offer athletically-related aid to students
academic year 2005-06. If you answer **Yes** to this question, you will be expected to report da
Section V of the Graduation Rate Survey in the Spring collection. These numbers should acco
all full-time, degree/certificate-seeking undergraduate students receiving athletically-related
aid, regardless of their cohort year.

Additional Information - New Institutions

Enrollment in postsecondary programs - Indicate the typical percentage (%) of students
enrolled in postsecondary programs at your institution.