

U-CAN

Data Entry Guidelines for Template Elements

****NOTE: THESE ARE ONLY THE GUIDELINES: YOU MUST ENTER YOUR DATA ON THE ONLINE U-CAN SYSTEM**

Updated October 2008

FOR ADDITIONAL HELP WITH DATA ENTRY OR OTHER QUESTIONS, YOU CAN CONTACT THE U-CAN HELP LINE TOLL-FREE AT 1-866-281-8662 OR SEND AN EMAIL TO UCAN@NAICU.EDU.

Section:

About Our Institution

Narrative Piece:

Enter a brief description (75 words maximum) of your institution, emphasizing its distinctive qualities, mission, character, setting, etc. This introduction will appear prominently at the top of your U-CAN profile, so it's important, in this narrative, to create an informative overview of what is special about your institution.

Would you like to enter a narrative about your institution? Yes No

Suggested Guideline:

Brief description (75 words maximum) of your institution, emphasizing distinctive qualities, mission, character, etc. (To address focus group participants' desire for a quick sense of the institution – what "stands out" about it.) **NOTE: Some users of Microsoft Word have discovered unusual characters when they copy and paste their narratives into the system.** This can be prevented by saving your MS Word document as Rich Text (rtf) and copying and pasting from that format.

Would you like to provide a URL about what makes your institution special? Yes No

Please enter the "What Makes Us Special"

URL for your institution

Suggested Guideline:

Link to institutional Web page offering a more detailed description of the institution's special nature, expanding on the above (most likely, your mission or "about" page). An alternative would be to link to institution home page.

Please provide the footer information for your institution

Footer Street Address

Footer Phone Number

Footer URL

Suggested Guideline:

The above information will appear on your U-CAN template at the bottom of the first page.

Section:**About Our Students**

Would you like to enter Admissions Data: Yes No

Transfer Students: Data for this section is for Fall 2008

Number of degree-seeking...

1 Transfer student applicants:

2 Transfer student admitted applicants:

3 Transfer student enrolled applicants:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section D: “Transfer Admission” heading, “Fall Applicants” section, question “D2.”
 - Fields (1)-(3): Use the numbers for the “Total” row.

First-time Students: Data for this section is for Fall 2008

Number of degree-seeking...

1 First-time student applicants:

2 First-time student admitted applicants:

3 First-time student enrolled applicants:

- Data for fields available in:
 - IPEDS: “Institutional Characteristics” Fall collection survey; “Part C— Admission Requirements and Services—Selection Process,” question “3.”
 - Field (1): Use the number for “Total number of applicants.”
 - Field (2): Use the number for “Total number of admissions.”
 - Field (3): Use the number created by the sum of the totals for the rows “Number enrolled full-time” and “Number enrolled part-time.”
 - Common Data Set: Section C: “First-Time, First Year (Freshman Admission” heading, “Applications” section, question “C1. First-time, first-year (freshman) students.”
 - Field (1): Use the number created by the sum of the “Total first-time, first-year (freshman) men who applied” and the “Total first-time, first-year (freshman) women who applied.”

- Field (2): Use the number created by the sum of the “Total first-time, first-year (freshman) men who were admitted” and the “Total first-time, first-year (freshman) women who were admitted.”
- Field (3): Use the number created by the sum of the “Total full-time, first-time, first-year (freshman) men who enrolled” + the “Total part-time, first-time, first-year (freshman) men who enrolled” + the “Total full-time, first-time, first-year (freshman) women who enrolled” + the “Total part-time, first-time, first-year (freshman) women who enrolled.”

**Please select which test scores you would like to enter.
Data for this section is for Fall 2008.**

SAT

25% score for SAT Math:

75% score for SAT Math:

25% score for SAT Critical Reading:

75% score for SAT Critical Reading:

25% score for SAT Writing:

75% score for SAT Writing:

SAT Narrative Content Area
(15 words max.)

- Data for fields available in:
 - IPEDS: “Institutional Characteristics” Fall collection survey, “Part C— Admission Requirements and Services—Selection Process,” question “4.”
 - Fields (1) – (6): Use the numbers for 25th and 75th percentile for “SAT Math,” “SAT Critical Reading” and “SAT Writing.”
 - Common Data Set: Section C: “First-Time, First Year (Freshman) Admission” heading, “Freshman Profile” section, question “C9. Percent and number of first-time, first-year (freshman) students enrolled in fall 2008 who submitted national standardized (SAT/ACT) test scores.”
 - Fields (1) – (6): Use the numbers for 25th and 75th percentile for “SAT Math,” “SAT Critical Reading” and “SAT Writing.”
 - **NARRATIVE CAVEAT: FIELD (7):** Suggested guideline:
An optional caveat (15 words maximum) regarding your institution's SAT admissions scores.

**Please select which test scores you would like to enter.
Data for this section is for Fall 2008.**

ACT

25% score for ACT English:

75% score for ACT English:

25% score for ACT Math:

75% score for ACT Math:

25% score for ACT Reading:

75% score for ACT Reading:

25% score for ACT Science:

75% score for ACT Science:

ACT Narrative Content Area
(15 words max.)

- Data for fields available in:
 - IPEDS: “Institutional Characteristics” Fall collection survey, “Part C—Admission Requirements and Services—Selection Process,” question “4.”
 - Fields (1) – (4): Use the numbers for 25th and 75th percentile for “ACT English,” and “ACT Math.”
 - Common Data Set: Section C: “First-Time, First Year (Freshman) Admission” heading, “Freshman Profile” section, question “C9. Percent and number of first-time, first-year (freshman) students enrolled in fall who submitted national standardized (SAT/ACT) test scores.”
 - Fields (1) – (4): Use the numbers for 25th and 75th percentile for “ACT English” and “ACT Math.”
 - **Special Note for Fields (5) – (8):** Neither IPEDS nor CDS currently requests information on ACT Reading or Science, but we are requesting it for U-CAN as the 2008 exam included these tests.
 - **NARRATIVE CAVEAT: FIELD (9):** Suggested guideline:
An optional caveat (15 words maximum) regarding your institution's ACT admissions scores.

Would you like to enter the Average High School GPA of Freshmen: Yes No

Data for this section is for all degree-seeking, first-time, first-year (freshman) students

who submitted GPAs in Fall 2008

Please enter the Average High School GPA:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section C: “First-Time, First Year (Freshman) Admission” heading, “Freshman Profile” section, question “C12. Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA.”

Would you like to enter information about your Freshman Class Yes No

Geographical Profile:

Data for this section is for Fall 2007

Please enter the total first-time degree/certificate seeking undergraduate students

1 From [your state]

2 From all other states and US territories combined:

3 From foreign countries:

4 Whose state or residence was unknown or unreported:

5 Please enter the total first-time degree/certificate-seeking undergraduate students

- Data for fields available in:
 - IPEDS: “Enrollment” Spring collection survey.
 - Fields (1) – (4): “Part C—Residence of first-time undergraduate students.” Use the numbers from the “Total first-time undergraduate (degree/certificate-seeking only) (1)” column.
 - Field (5): “Part A—Fall Enrollment by race/ethnicity and gender”, subsections: “Full-time undergraduate students” and “Part-time undergraduate students”. Add total full-time undergraduate students (men plus women) to total part-time undergraduate students (men plus women) from the “degree/certificate-seeking first-time (1)” students columns.
 - Common Data Set: N/A

Would you like to enter Enrollment Information: Yes No

Data for this section is for Fall 2007

Please enter the number of...

1 Full-time degree-seeking undergraduates:	<input type="text" value="0"/>
2 Full-time graduate students:	<input type="text" value="0"/>
3 Full-time first professional students:	<input type="text" value="0"/>
4 Part-time degree-seeking undergraduates:	<input type="text" value="0"/>
5 Part-time graduate students:	<input type="text" value="0"/>
6 Part-time first professional students:	<input type="text" value="0"/>

- Data for fields available in:
 - IPEDS: “Enrollment” Spring collection survey. “Part A—Fall Enrollment by race/ethnicity and gender”, subsections: “Full-time undergraduate students”, “Part-time undergraduate students”, “Graduate students”, and “First-professional students”.
 - Field (1): Provide number from the “Full-time undergraduate students” table from the “total (4)” column under degree/certificate-seeking students for the “Total men plus women” rows.
 - Field (2): Number from the “Total men” plus the “Total women” rows from the Graduate students “Total full-time (1)” column.
 - Field (3): Number from the “Total men” plus the “Total women” rows from the First-professional students “Total full-time (1)” column.
 - Field (4): Provide number from the “Part-time undergraduate students” table from the “total (4)” column under degree/certificate-seeking students for the “Total men plus women” rows.
 - Field (5): Number from the “Total men” plus the “Total women” rows from the Graduate students “Total part-time (2)” column.
 - Field (6): Number from the “Total men” plus the “Total women” rows from the First-professional students “Total part-time (2)” column.
 - Common Data Set: Section B: “Enrollment and Persistence” heading, question “B1. Institutional Enrollment—Men and Women.”
 - Field (1): Number from the Undergraduates “Total degree-seeking” row (add the full-time “men” plus “women” columns).
 - Field (2): Number from the Graduate “Total graduate” row (add the full-time “men” plus “women” columns).
 - Field (3): Number from the First-professional “Total first-professional” row (add the full-time “men” plus “women” columns).
 - Field (4): Number from the Undergraduates “Total degree-seeking” row (add the part-time “men” plus “women” columns).
 - Field (5): Number from the Graduate “Total graduate” row (add the part-time “men” plus “women” columns).

- Field (6): Number from the First-professional “Total first-professional” row (add the part-time “men” plus “women” columns).

Would you like to enter Gender

Yes No

Information:

Data for this section is for Fall 2007

Please enter the number of full-time degree-seeking PLUS part-time degree-seeking

1 Undergraduate women:

2 Undergraduate men:

- Data for fields available in:
 - IPEDS: “Enrollment” Spring collection survey. “Part A—Fall Enrollment by race/ethnicity and gender”, subsections: “Full-time undergraduate students” and “Part-time undergraduate students”..
 - Field (1): Add the numbers from the “total (4)” column under degree/certificate-seeking students/full-time undergraduate students with the “total (4)” column under part-time undergraduate students for the “total women” rows.
 - Field (2): Add the numbers from the “total (4)” column under degree/certificate-seeking students/full-time undergraduate students with the “total (4)” column under part-time undergraduate students for the “total men” rows.
 - Common Data Set: Section B: “Enrollment and Persistence” heading, question “B1. Institutional Enrollment—Men and Women.”
 - Field (1): Number from the Undergraduates “Total degree-seeking” row (add the “full-time” plus “part-time” women columns).
 - Field (2): Number from the Undergraduates “Total degree-seeking” row (add the “full-time” plus “part-time” men columns).

Would you like to enter Diversity

Yes No

Information:

Data for this section is for Fall 2007

Please enter the total number of degree/certificate-seeking...

1 "Race/Ethnicity Unknown" undergraduates:

2 "Nonresident Aliens" undergraduates:

3 "White, Non-Hispanic" undergraduates:

4 "Hispanic" undergraduates:

5 "Asian or Pacific Islander" undergraduates:

6 "American Indian or Alaska Native" undergraduates:

7 "Black, Non-Hispanic" undergraduates:

- Data for fields available in:
 - IPEDS: "Enrollment" Spring collection survey. "Part A—Fall Enrollment by race/ethnicity and gender."
 - Fields (1) – (7): Provide numbers for each of the race/ethnicity fields from the "total (4)" column under degree/certificate-seeking students by adding the full-time undergraduate students (men plus women) to the part-time undergraduate students (men plus women) for each race/ethnicity.
 - Common Data Set: Section B: "Enrollment and Persistence" heading, question "B2. Enrollment by Racial/Ethnic Category."
 - Fields (1) – (7): Provide numbers for each of the race/ethnicity fields from the "Degree-seeking Undergraduates (include first-time first-year)" column.

Would you like to enter Freshmen Returning for Sophomore Year Information: Yes No

Freshmen Returning For Sophomore Year:

Please enter the percentage of full-time, first-time bachelor's (or equivalent) degree-seeking undergraduates entering your institution in Fall 2006 (or the preceding summer term) who enrolled in your institution in Fall 2007:

- Data for fields available in:
 - IPEDS: "Enrollment" Spring collection survey. "Part E—Retention Rates."
 - Field (1): Provide the rate/number for the "Full-time Students from Fall 2006 Still Enrolled in Fall 2007".
 - Common Data Set: Section B: "Enrollment and Persistence" heading, "Retention Rates" section.
 - Field (1): Provide the number for question B22.

Section: About Our Graduates

Would you like to enter Percentage of Students Who Graduate Information: Yes No

Please enter the total number of all students from the initial 2001 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students

1 MINUS allowable exclusions:

2 Who completed the program in four years or less (by August 31, 2005):

3 Who completed the program in more than four years but in five years or less (after August 31, 2005 and by August 31, 2006):

4 Who completed the program in more than five years but in six years or less (after August 31, 2006 and by August 31, 2007)

5 Who completed the program within six years:

6 Percentage of Students Narrative Content Area (25 words max.):

- Data for fields available in:
 - IPEDS: “Graduation Rates” Spring collection survey, “Section II.”
 - Field (1): From “Section II-Graduation Rate-Transfers/exclusions, screen 3 of 4” provide the number resulting from the “Total men” + “Total women” rows in the “Bachelor’s or equivalent degree-seeking subcohort (10)” column minus the “Total exclusions (45)” column.
 - Field (2): From “Section II-Graduation Rate—Bachelor’s completers by length of time to degree, screen 2 of 4” provide the number resulting from adding the values in the “Total men” and “Total women” rows in the “Completed the program in 4 yrs or less (19)” column.
 - Field (3): From “Section II-Graduation Rate—Bachelor’s completers by length of time to degree, screen 2 of 4” provide the number resulting from adding the values in the “Total men” and “Total women” rows in the “Completed the program in 5 yrs (20)” column.
 - Field (4): From “Section II-Graduation Rate—Bachelor’s completers by length of time to degree, screen 2 of 4” provide the number

resulting from adding the values in the “Total men” and “Total women” rows in the “Completed the program in 6 yrs (21)” column.

- Field (5): From “Section II-Graduation Rate—Bachelor’s completers by length of time to degree, screen 2 of 4” provide the number resulting from adding the values in the “Total men” and “Total women” rows in the “Completed bachelor’s degree or equivalent within 150% (18)” column.
- Common Data Set: Section B: “Enrollment and Persistence” heading, “Graduation Rates” section, “Bachelor’s or Equivalent Programs” subsection, for “Fall 2001 Cohort.”
 - Field (1): Provide the number for question B6.
 - Field (2): Provide the number for question B7.
 - Field (3): Provide the number for question B8.
 - Field (4): Provide the number for question B9.
 - Field (5): Provide the number for question B10.
- **NARRATIVE CAVEAT: FIELD (6):** Suggested Guideline: An optional caveat (25 words maximum) regarding the institution's graduation rates.

Please select which Life After College Links you would like to provide:

- Internships

Institution Internship URL:

http://

- Career & Placement Services

Institution Career & Placement URL:

http://

- Graduate School Preparation

Institution Graduate School Preparation URL:

http://

- About Our Graduates

Institution About Our Graduates URL:

http://

Hotlink Suggested Guidelines:

- **Internships:**
Link to institutional Web page with information on internship opportunities available to students, or to related information about internships. Another possibility is to link to a page that then contains links to departmental information on internship programs.
- **Career & Placement Services:**

Link to institutional Web page with information on career and placement services available to students – most likely, your career center. Another possibility is to link to a page that then links to departmental or school/college information on career and placement services.

○ **Graduate School Preparation:**

Link to institutional Web page with information on graduate school preparation available to your students. This could include graduate school preparation programs or services, test preparation services (i.e. LSAT, GRE, GMAT), etc. While U-CAN is undergraduate-focused, you also might want to link to graduate programs offered at your institution.

○ **About our Graduates:**

Link to institutional Web page with information on those who have received undergraduate degrees at your institution. This alumni information might include job placement reports, graduate schools attended, results of alumni surveys, as well as activities/accomplishments of individual graduates or graduates as a group.

Would you like to enter Number of Degrees Awarded Last Year Information: Yes No

Please enter the number of degrees awarded by your institution from July 1, 2007 to June 30, 2008:

1 Bachelor's degrees:

2 Associate's degrees:

3 Master's degrees:

4 First professional:

5 Doctoral degrees:

- Data for fields available in:
 - IPEDS: “Completions” Fall collection survey.
 - Fields (1) – (5): Provide the total number of bachelor’s, associate, master’s, first professional, and doctoral degrees awarded by your institution from July 1, 2007 to June 30, 2008.
 - Common Data Set: Section B: “Enrollment and Persistence” heading, “Persistence” section, question B3.
 - Field (1): Provide the number of “Bachelor’s degrees.”
 - Field (2): Provide the number of “Associate degrees.”
 - Field (3): Provide the number of “Master’s degrees.”

- Field (4): Provide the number of “First professional degrees.”
- Field (5): Provide the number of “Doctoral degrees.”

Would you like to enter Bachelor's Degrees by Major Awarded Last Year Information:

Yes No

Data is for first majors who graduated between July 1, 2007 and June 30, 2008.

1 Name of the CIP in which the most bachelor's degrees were conferred:

2 Number of degrees for this field:

3 Name of the CIP in which the second most bachelor's degrees were conferred:

4 Number of degrees for this field:

5 Name of the CIP in which the third most bachelor's degrees were conferred:

6 Number of degrees for this field:

7 Name of the CIP in which the fourth most bachelor's degrees were conferred:

8 Number of degrees for this field:

9 Total number of bachelor's degrees:

10 Bachelor's Degree Narrative Content Area (25 words max.):

- Data for fields available in:
 - IPEDS: “Completions” Fall collection survey.
 - Fields (1) – (9): Use the 6 digit CIP to determine the relevant degrees for these fields as awarded by your institution from July 1, 2007 to June 30, 2008. Use 1st majors data only. You will only be reporting the name of the CIP (not the 6-digit code) on the U-CAN data entry form

- because it is the name that will appear in the pie graph on the published U-CAN document (consumers will not understand codes).
- **NARRATIVE CAVEAT: FIELD (10):** Suggested Guideline: An optional caveat (25 words maximum) regarding the bachelor's degrees awarded last year. (Note: the top four degrees awarded by CIP code will be listed; other degrees will appear in an "All Others" category.)

Please select which More Information About links about your institution you would like to provide:

- Academics

Institution Academics URL:

- Transfer of Credit Policy

Institution Transfer of Credit Policy URL:

- Accreditation

Institution Accreditation URL:

Hotlink Suggested Guidelines:

- **Academics:**
Link to institutional Web page with information on academic programs offered. You might choose to link to a page with more detailed information on fields of study, curriculum, etc. The link could also be used to provide information on the academic achievement and recognition of your students.
- **Transfer of Credit Policy:**
Link to institutional Web page providing your policy on transfer of credit. *(Note: The 2008 Higher Education Act requires all institutions to disclose their transfer-of-credit policies. This is also to include a listing of institutions for which articulation agreements are in place.)*
- **Accreditation:**
Link to institutional Web page listing the agency or agencies that accredit your institution (and programs, if appropriate). You also may want to include explanatory information about your institution's accreditation process.

Section:
What Students Pay

Please select how you would like to report your Price of Attendance Data.

We wish to itemize our price of attendance data

1 Estimated "other expenses" for a typical full-time undergraduate resident student for academic year 2008-09. "Other expenses" include the average costs for clothing, laundry, entertainment, medical (if not a required fee), and furnishings:

2 Estimated "transportation" expenses for a typical full-time undergraduate resident student for academic year 2008-09. For "Transportation" expenses assume two round trips to student's hometown per year for students in institutional housing:

3 Estimated "books and supplies" expenses for a typical full-time undergraduate resident student for academic year 2008-09. Use the 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:

4 Estimated "room and board" charges for a typical full-time undergraduate resident student for academic year 2008-09. Assume double occupancy in institutional housing and 19 meals per week (or the maximum meal plan):

5 Estimated "tuition and fees" charges for a typical full-time undergraduate resident student for academic year 2008-09. This figure should represent typical tuition for a full-time undergraduate student for the full academic year (generally September to June) plus required fees or those charges that all full-time students must pay that are not included in tuition (for example, registration, health, or activity fees). Optional fees such as parking and laboratory use should not be included:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section “G. Annual Expenses.”
 - Fields (1) – (3): Question G5. Provide the estimated expenses number found in the “Residents” column for each of these fields for a typical full-time resident undergraduate..
 - Field (4): Question G1: “Undergraduate full-time tuition, required fees, room and board”. Provide the number for the “Room and Board: (on-campus)” row for the “Undergraduates” column.
 - Field (5): Question G1: “Undergraduate full-time tuition, required fees, room and board”. Provide the number resulting from the sum of the “Private Institution Tuition” row plus the “Required Fees” row for the “Undergraduates” column.

Please select how you would like to report your Price of Attendance Data.

We wish to provide a narrative, describing our comprehensive fees

(Max. 50 words)

Narrative Suggested Guideline: Optional text (50 words maximum) if your institution cannot complete the breakdown as shown in the "Price of Attendance in 2008-09" graph, and prefers, instead of the graph, to report a single comprehensive fee. In this case, please provide the comprehensive fee number and any explanation desired (up to 50 words).

Also note that in this case, autotext will appear below the "Tuition and Fees History" graph noting, "This is a comprehensive fee. See 'Price of Attendance' text for more information."

Would you like to enter Percent of Freshmen Receiving Aid by Type Data:

Yes No

Please provide the percentage of Fall 2006 cohort of full-time, first-time degree/certificate-seeking undergraduates...

Who receive federal grants. These monies include Pell Grants, Academic

Competitiveness Grants and Supplemental Educational Opportunity Grants made by the U.S. Department of Education as well as need-based and merit-based educational assistance funds and training vouchers from other federal agencies:

Who receive state/local grants. These monies include grants provided by the state to the institution through the LEAP program as well as state merit scholarships and tuition and fee waivers. Local grants are any local government grants, scholarship, or gift-aid awarded directly to the student:

0

Who receive institutional grants. These monies include scholarships and fellowships funded by the institution and/or individual departments. Also included are tuition and fee waivers and athletic scholarships from the institution. DO NOT include College Work Study:

0

Who receive student loans. These monies include subsidized and unsubsidized loans made directly to the student, including Perkins Loans. Also included are institutionally- and privately-sponsored loans for which the student is the designated borrower and funds go through the institution. PLUS and other loans for which the parent is the designated borrower are excluded:

0

- Data for fields available in:
 - IPEDS: “Student Financial Aid” Spring collection survey. “Student financial aid to your Fall 2006 cohort” chart.
 - Fields (1) – (4): Provide the percentages from the “Percentage of cohort receiving aid” column.
 - Common Data Set: N/A.

**Would you like to enter 2007-08
Average Net Tuition for Aided
Undergraduates:**

Yes No

Please provide the number that results from subtracting the average grant amount provided to full-time aided undergraduate students in the 2007-08 academic year from the tuition and fees for this institution in the 2007-08 academic year. Use 2007-08 final data. The average grant amount should include monies from all sources including: need-based and non-need based federal, state, and institutional scholarships and grants, scholarships and grants from external sources (e.g., Kiwanis, National Merit) and need-based and non-need-based tuition wavers and athletic awards. Do not include self-help monies (parents loan, student loans from all sources, federal work-study or state and institutional work-study/employment):

Please enter a URL to provide more information about your net tuition, price of attendance or financial aid information:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: See the “Financial Aid” Section H, questions H1 and H2 for various components of this calculation. Use 2007-08 final data.

**Would you like to enter Average
Undergraduate Loans Owed at
Graduation Data:**

Yes No

1 Please report the average per-borrower cumulative indebtedness of the 2007 undergraduate class (does not include students who transferred in or any money borrowed while at other institutions) who started at your institution as first-time

students and received a bachelor's degree between July 1, 2006 and June 30, 2007. Includes loans through all loan programs: institutional, state, Federal Perkins, Federal Stafford Subsidized and Unsubsidized, Federal Direct Student Loans and Federal Family Education Loans, and private loans certified by your institution; parent loans are excluded but co-signed loans are included:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section “H. Financial Aid.”
 - Field (1): Question H5.

Would you like to enter Tuition and Fees/Comprehensive Fee History Data: Yes No

Please provide the estimated "tuition and fees" charges or comprehensive fee for a typical full-time undergraduate resident student. This figure should represent typical tuition for a full-time undergraduate student for the full academic year (generally September to June) plus required fees or those charges that all full-time students must pay that are not included in tuition (for example, registration, health, or activity fees). Optional fees such as parking and laboratory use should not be included (Note for comprehensive fee institutions: the title of this section on the public profile remains “Tuition and Fees History,” however there will be autotext under the graph that reads, “This is a comprehensive fee. See “Price of Attendance” for more information.”):

For academic year 2003-04

For academic year 2004-05

For academic year 2005-06

For academic year 2006-07

For academic year 2007-08

For academic year 2008-09

- Data for all fields available in:
 - IPEDS: Previous years’ input data from: “Institutional Characteristics” Fall collection survey, Part D, “Undergraduate Student Charges” section, “Charges to full-time undergraduate students for the full academic year”.
 - Provide the number resulting from the sum of the “average tuition” row plus the “required fees” row.

- Common Data Set: Previous years' input data from: Section "G. Annual Expenses", question: "Undergraduate full-time tuition, required fees, room and board".
 - Provide the number resulting from the sum of the "Private Institution Tuition" row plus the "Required Fees" row for the "Undergraduates" column.

Section: About Our Faculty

Would you like to provide Student Faculty Ratio Data? Yes No

1 Please provide the Fall 2007 student-to-faculty ratio (Faculty will remain "1." This ratio is 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:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section "I: Instructional Faculty and Class Size" heading, question I-2: "Student to Faculty Ratio".
 - Field (1): Provide the student number given in the first blank in question I-2.

Would you like to provide Full-time Faculty with the Highest Degree Data? Yes No

1 Please enter the amount of full-time instructional faculty in the fall of 2007 who held a doctorate, first professional, or other terminal degree. Instructional faculty is defined as those members of the instructional-research staff whose major regular assignment is instruction, including those with release time for research:

2 Please enter the total number of full-time instructional faculty in the fall of

2007. 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:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section “I: Instructional Faculty and Class Size” heading, question I-1.
 - Field (1): Provide the number given in row (f), “Total number with doctorate, first-professional or other terminal degree”, under the “Full-time” column, in the I-1 table.
 - Field (2): Provide the number given in row (a), “Total number of instructional faculty”, under the “Full-time” column, in the I-1 table.

Would you like to provide Undergraduate Class Size Data?

Yes No

1 Please enter the number of undergraduate class sections in the Fall 2007 term with 2-9 students:

2 Please enter the number of undergraduate class sections in the Fall 2007 term with 10-19 students:

3 Please enter the number of undergraduate class sections in the Fall 2007 term with 20-29 students:

4 Please enter the number of undergraduate class sections in the Fall 2007 term with 30-39 students:

5 Please enter the number of undergraduate class sections in the Fall 2007 term with 40-49 students:

6 Please enter the number of undergraduate class sections in the Fall 2007 term with 50-99 students:

7 Please enter the number of

undergraduate class sections in the Fall 2007 term with 100+ students:

8 Please enter the total number of undergraduate class sections in the Fall 2007 term:

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section “I: Instructional Faculty and Class Size”, heading, question I-3: “Undergraduate Class Size”.
 - Fields (1) – (8): Provide the numbers given in the “Class Sections” table for question I-3.

Would you like to provide a URL about Yes No your institution's faculty?

Please enter a URL about your institution's faculty:

Hotlink Suggested Guideline:

Link to institutional Web page with additional information about your faculty or individual faculty members, such as number of full- and part-time faculty, and publications, awards, or other recognition of your faculty members.

**Section:
About Campus Life**

Would you like to provide a narrative Yes No about your institution's campus?

Please provide a narrative about what it's like on your campus (50 words max):

Narrative Suggested Guideline:

Brief description (50 words maximum) giving an overview of campus life. This can cover any elements that convey the "flavor" of life on your campus – physical aspects, unique traditions or activities, etc. (*Note: there are links to many aspects of campus life through the "Student Life" buttons below, so avoid being redundant in this description.*)

Would you like to provide data about freshmen living on your campus? Yes No

1 Please provide the percentage of first-time, first-year (freshman) students enrolled in Fall 2008 who live in college-owned, operated, or affiliated housing: %

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section “F. Student Life.” Question F1.
 - Field (1): Provide the number for the “First-time, first-year (freshman) students” column for the “Percent who live in college-owned, -operated, or –affiliated housing” row.

Would you like to provide data about undergraduates living on your campus? Yes No

1 Please provide the percentage of degree-seeking undergraduates enrolled in fall 2008 who live in college-owned, -operated, or -affiliated housing: %

- Data for fields available in:
 - IPEDS: N/A
 - Common Data Set: Section “F. Student Life.” Question F1.
 - Field (1): Provide the number for the “Undergraduates” column for the “Percent who live in college-owned, -operated, or –affiliated housing” row.

Would you like to provide a URL about the community surrounding your institution? Yes No

Please provide the URL about the surrounding community:

Hotlink Suggested Guideline:

Link to institutional Web page about the local community/region. Aspects that might be featured include setting (urban, suburban, or rural), proximity to entertainment, outdoor activities, cultural facilities, access via various modes of transportation, etc. Consider providing, as part of this page, links to community resources beyond campus (the local newspaper, Chamber of Commerce, visitors bureau, etc.)

Would you like to provide Student Life URL's for your institution? Yes No

Lectures & Outside Learning Opportunities:

Intercollegiate Sports:

Student Organizations:

Study Abroad:

Intramural & Club Sports:

Specialized Housing Options:

Community Service Opportunities:

Cultural & Arts Opportunities:

Religious & Spiritual Life:

Students with Disabilities:

Student Employment:

Hotlink Suggested Guidelines:

○ **Lectures and Outside Learning Opportunities:**

Link to institutional web page with information on lecture series, guest speakers, or any other outside learning opportunities available at your institution or in the surrounding area.

○ **Intercollegiate Sports:**

Link to institutional web page with information on intercollegiate sports at your institution.

○ **Student Organizations:**

Link to institutional web page with information on the range of student organizations on your campus.

○ **Study Abroad:**

Link to institutional web page with information on study abroad opportunities available at your institution.

○ **Intramural & Club Sports:**

Link to institutional web page with information on intramural and club sports at your institution.

○ **Specialized Housing Options:**

Link to institutional web page with information on specialized housing options at your institution.

○ **Community Service Opportunities:**

Link to institutional web page with information on community service opportunities at your institution and/or in the surrounding community, campus-wide service days, Campus Compact activities, etc.

○ **Cultural & Arts Opportunities:**

Link to institutional web page with information on cultural and arts opportunities at your institution and/or in the surrounding community.

○ **Religious & Spiritual Life:**

Link to institutional web page with information on religious and spiritual life at your institution and/or in the surrounding community, including nearby churches, synagogues, and mosques.

○ **Students with Disabilities:**

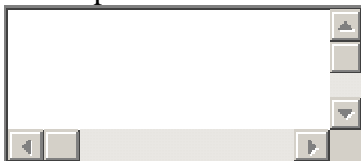
Link to institutional web page with information pertinent to students with disabilities at your institution, and special accommodations available to meet the needs of those with specific disabilities.

○ **Student Employment:**

Link to institutional web page with information on student employment at your institution. This might include information such as work-study requirements and procedures; employment services; and information on the number/ percentage of students who hold jobs.

Would you like to provide a Campus Safety Narrative? Yes No

Please provide a narrative about your campus safety measures (50 words max.):



Narrative Suggested Guideline:

Brief description (50 words maximum) summarizing campus safety efforts. You might include, for example, specific efforts to increase security (e.g., escort services, closed circuit TVs, emergency phones), a description of the campus security force, and residential life security measures.

Would you like to provide a URL about Yes No your campus safety measures?

Please provide a URL about your campus safety measures:

Hotlink Suggested Guideline:

Link to institutional Web page with more detailed information on campus security, such as your campus security policy, emergency procedures, and security personnel contact information.

Would you like to provide a URL for Yes No your campus safety report?

Please provide your campus safety report URL:

Hotlink Suggested Guideline:

Link to institutional Web page with your Annual Campus Safety Report required under the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (section 485(f) of the Higher Education Act).