

**A0 Respondent Information (Not for Publication)**

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**A5 Degrees offered by your institution:**

A5	Certificate	x
A5	Diploma	
A5	Associate	x
A5	Transfer Associate	
A5	Terminal Associate	
A5	Bachelor's	x
A5	Postbachelor's certificate	x
A5	Master's	x
A5	Post-master's certificate	x
A5	Doctoral degree research/scholarship	
A5	Doctoral degree -- professional practice	
A5	Doctoral degree -- other	



The items in this section correspond to data elements collected by the IPEDS Web-based Data Collection System's Graduation Rate Survey (GRS). For complete instructions and definitions of data elements, see the IPEDS GRS instructions and glossary on the 2013 Web-based survey.

#### For Bachelor's or Equivalent Programs

Please provide data for the Fall 2007 cohort if available. If Fall 2007 cohort data are not available, provide data for the Fall 2006 cohort.

##### **Fall 2007 Cohort**

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in Fall 2007. Include in the cohort those who entered your institution during the summer term preceding Fall 2007.

<b>B4</b>	Initial 2007 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	n/a
<b>B5</b>	Of the initial 2007 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	n/a
<b>B6</b>	Final 2007 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	
<b>B7</b>	Of the initial 2007 cohort, how many completed the program in four years or less (by August 31, 2011):	n/a
<b>B8</b>	Of the initial 2007 cohort, how many completed the program in more than four years but in five years or less (after August 31, 2011 and by August 31, 2012):	n/a
<b>B9</b>	Of the initial 2007 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2012 and by August 31, 2013):	n/a
<b>B10</b>	Total graduating within six years (sum of questions B7, B8, and B9):	0
<b>B11</b>	Six-year graduation rate for 2007 cohort (question B10 divided by question B6):	

##### **Fall 2006 Cohort**

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in Fall 2006. Include in the cohort those who entered your institution during the summer term preceding Fall 2006.

<b>B4</b>	Initial 2006 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	n/a
<b>B5</b>	Of the initial 2006 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:	n/a
<b>B6</b>	Final 2006 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	
<b>B7</b>	Of the initial 2006 cohort, how many completed the program in four years or less (by August 31, 2010):	n/a
<b>B8</b>	Of the initial 2006 cohort, how many completed the program in more than four years but in five years or less (after August 31, 2010 and by August 31, 2011):	n/a
<b>B9</b>	Of the initial 2006 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2011 and by August 31, 2012):	n/a
<b>B10</b>	Total graduating within six years (sum of questions B7, B8, and B9):	0

**B11**

#DIV/0!

**For Two-Year Institutions**

***2010 Cohort***

**B12**

n/a

**B13** Of the initial 2010 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:

n/a

**B14** Final 2010 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):

**B15** Completers of programs of less than two years duration (total):

n/a

**B16** Completers of programs of less than two years within 150 percent of normal time:

n/a

**B17**

n/a

**B18**

n/a

**B19**

n/a

**B20**

n/a

**B21** Total transfers to four-year institutions:

n/a

***2009 Cohort***

**B12**

n/a

**B13** Of the initial 2009 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions:

n/a

**B14** Final 2009 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):

**B15** Completers of programs of less than two years duration (total):

n/a

**B16** Completers of programs of less than two years within 150 percent of normal time:

n/a

**B17**

n/a

**B18**

n/a

**B19**

n/a

**B20**

n/a

**B21** Total transfers to four-year institutions:

n/a

**Retention Rates**

**B22**

n/a

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

### Applications

- C1 First-time, first-year, (freshmen) students: Provide the number of degree-seeking, first-time, first-year students who applied, were admitted, and enrolled (full- or part-time) in Fall 2013. Include early decision, early action, and students who began studies during summer in this cohort. Applicants should include only those students who fulfilled the requirements for consideration for admission (i.e., who completed actionable applications) and who have been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution). Admitted applicants should include wait-listed students who were**

C1	Total first-time, first-year (freshman) men who applied	173
C1	Total first-time, first-year (freshman) women who applied	220

C1	Total first-time, first-year (freshman) men who were admitted	55
C1	Total first-time, first-year (freshman) women who were admitted	81

C1	Total full-time, first-time, first-year (freshman) men who enrolled	38
C1	Total part-time, first-time, first-year (freshman) men who enrolled	1

C1	Total full-time, first-time, first-year (freshman) women who enrolled	44
C1	Total part-time, first-time, first-year (freshman) women who enrolled	3

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

	Yes	No
C2		x
C2	Do you have a policy of placing students on a waiting list?	
C2	If yes, please answer the questions below for Fall 2013 admissions:	
C2	Number of qualified applicants offered a place on waiting list	
C2	Number accepting a place on the waiting list	
C2	Number of wait-listed students admitted	
C2	Is your waiting list ranked?	
C2	If yes, do you release that information to students?	
C2	Do you release that information to school counselors?	

### Admission Requirements

- C3 High school completion requirement**

C3	High school diploma is required and GED is accepted	x
C3	High school diploma is required and GED is not accepted	
C3	High school diploma or equivalent is not required	

- C4 Does your institution require or recommend a general college-preparatory program for degree-seeking students?**

C4	Require	x
C4	Recommend	
C4	Neither require nor recommend	

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

	Units Required	Units Recommended
C5	18	
C5	4	
C5	4	
C5	3	
C5	2	
C5	2	
C5	3	
C5	0	
C5	2	
C5	0	
C5	0	



**C8C** Please indicate how your institution will use the SAT or ACT writing component; check all that apply:

	SAT essay	ACT essay
<b>C8C</b> For admission	x	x
<b>C8C</b> For placement		
<b>C8C</b> For advising		
<b>C8C</b> In place of an application essay		
<b>C8C</b> As a validity check on the application essay		
<b>C8C</b> No college policy as of now		
<b>C8C</b> Not using essay component		

**C8D** In addition, does your institution use applicants' test scores for academic advising?

<b>C8D</b>	Yes
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<b>C8E</b> Latest date by which SAT or ACT scores must be received for fall-	May 1, 2014
<b>C8E</b> Latest date by which SAT Subject Test scores must be received for fall-term admission	May 1, 2014

**C8F** If necessary, use this space to clarify your test policies (e.g., if tests are recommended for some students,

**C8G** Please indicate which tests your institution uses for placement (e.g., state tests):

<b>C8G</b> SAT			
<b>C8G</b> ACT			
<b>C8G</b> SAT Subject Tests			
<b>C8G</b> AP			
<b>C8G</b> CLEP			
<b>C8G</b> Institutional Exam			
<b>C8G</b> State Exam (specify):			

**Freshman Profile**

Provide percentages for ALL enrolled, degree-seeking, full-time and part-time, first-time, first-year (freshman) students enrolled in Fall 2013, including students who began studies during summer, international students/nonresident aliens, and students admitted under special arrangements.

**C9** Percent and number of first-time, first-year (freshman) students enrolled in Fall 2013 who submitted national standardized (SAT/ACT) test scores. Include information for ALL enrolled, degree-seeking, first-time, first-year (freshman) students who submitted test scores. Do not include partial test scores (e.g., mathematics scores but not critical reading for a category of students) or combine other standardized test results (such as TOEFL) in this item. Do not convert SAT scores to ACT scores and vice versa. The 25th percentile is the score that 25 percent scored at or below; the 75th percentile score is the one that 25 percent scored at or above.

<b>C9</b>	Percent submitting SAT scores	79%	Number submitting SAT scores	58
<b>C9</b>	Percent submitting ACT scores	59%	Number submitting ACT scores	51

	25th Percentile	75th Percentile
<b>C9</b> SAT Critical Reading	502	580
<b>C9</b> SAT Math	490	570
<b>C9</b> SAT Writing	490	570
<b>C9</b> SAT Essay	7	8
<b>C9</b> ACT Composite	22	25
<b>C9</b> ACT Math	21	25
<b>C9</b> ACT English	21	25
<b>C9</b> ACT Writing	20	24

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

	SAT Critical Reading	SAT Math	SAT Writing
<b>C9</b> 700-800	1.50%	2.00%	3.00%



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C9	600-699	16.00%	10.00%	10.00%
C9	500-599	65.00%	59.00%	57.00%
C9	400-499	16.00%	29.00%	27.00%
C9	300-399	1.50%	0.00%	3.00%
C9	200-299	0.00%	0.00%	0.00%
Totals should = 100%		100.00%	100.00%	100.00%

C9		ACT Composite	ACT English	ACT Math
C9	30-36	6.00%	6.00%	4.00%
C9	24-29	45.00%	37.00%	47.00%
C9	18-23	47.00%	51.00%	47.00%
C9	12-17	2.00%	6.00%	2.00%
C9	6-11	0.00%	0.00%	0.00%
C9	Below 6	0.00%	0.00%	0.00%
Totals should = 100%		100.00%	100.00%	100.00%

C10 Percent of all degree-seeking, first-time, first-year (freshman) students who had high school class rank within each of the following ranges (report information for those students from whom you collected high school rank information).

C10	Percent in top tenth of high school graduating class	12%
C10	Percent in top quarter of high school graduating class	52%
C10	Percent in top half of high school graduating class	83% Top half +
C10	Percent in bottom half of high school graduating class	17% bottom half = 100%
C10	Percent in bottom quarter of high school graduating class	23.34%
C10	Percent of total first-time, first-year (freshmen) students who submitted high school class rank:	49%

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

C11	Percent who had GPA of 3.75 and higher	33.00%
C11	Percent who had GPA between 3.50 and 3.74	29.00%
C11	Percent who had GPA between 3.25 and 3.49	20.00%
C11	Percent who had GPA between 3.00 and 3.24	13.00%
C11	Percent who had GPA between 2.50 and 2.99	5.00%
C11	Percent who had GPA between 2.0 and 2.49	0.00%
C11	Percent who had GPA between 1.0 and 1.99	0.00%
C11	Percent who had GPA below 1.0	0.00%
Totals should = 100%		100.00%

C12 Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA: 3.59

C12 Percent of total first-time, first-year (freshman) students who submitted high school GPA: 100.00%

**Admission Policies**

**C13 Application Fee**

C13		Yes	No
C13	Does your institution have an application fee?	X	
C13	Amount of application fee:	\$30.00	
C13		Yes	No
C13	Can it be waived for applicants with financial need?	X	

C13 If you have an application fee and an on-line application option, Same fee: X

C13 Free:  
C13 Reduced:

C13		Yes	No
C13	Can on-line application fee be waived for applicants with financial need?	X	







**Fall Applicants**

D1		Yes	No
D1		x	
D1		x	

**D2**

D2		Applicants	Admitted Applicants	Enrolled Applicants
D2	Men	300	199	155
D2	Women	455	313	213
D2	<b>Total</b>	<b>755</b>	<b>512</b>	<b>368</b>

**D3**

- D3 Fall
- D3 Winter
- D3 Spring
- D3 Summer

D4		Yes	No
D4		x	
D4			12

**D5**

D5		Required of All	Recommended of All	Recommended of Some	Required of Some	Not Required
D5	High school transcript				x	
D5	College transcript(s)	x				
D5	Essay or personal statement					x
D5	Interview					x
D5	Standardized test scores				x	
D5	Statement of good standing from prior institution(s)				x	

D6 2.50

D7 2.00

**D8**

**D9**

D9		Priority Date	Closing Date	Notification Date	Reply Date	Rolling Admission
D9	Fall					x
D9	Winter					



D10	Does an open admission policy, if reported, apply to transfer students?		x
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D11 Describe additional requirements for transfer admission, if applicable:

**Transfer Credit Policies**

D12	Report the lowest grade earned for any course that may be transferred for credit:	1.0 (scale of 4.0)
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D13		Number	Unit Type
D13	Maximum number of credits or courses that may be transferred from a two-year institution:	No Max	

D14		Number	Unit Type
D14	Maximum number of credits or courses that may be transferred from a four-year institution:	No Max	

D15	Minimum number of credits that transfers must complete at your institution to earn an associate degree:	30.00
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D16	Minimum number of credits that transfers must complete at your institution to earn a bachelor's degree:	30.00
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D17 Describe other transfer credit policies: 30 hours in residency at USF required to graduate.

**E1**

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

**E2** This question has been removed from the Common Data Set.

**E3** Areas in which all or most students are required to complete some course work prior to graduation:

<b>E3</b>	Arts/fine arts	x
<b>E3</b>	Computer literacy	
<b>E3</b>	English (including composition)	x
<b>E3</b>	Foreign languages	x
<b>E3</b>	History	x
<b>E3</b>	Humanities	
<b>E3</b>	Mathematics	x
<b>E3</b>	Philosophy	
<b>E3</b>		

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F1

F1 [redacted] First-time, first-year (freshman) students Undergraduates

F1

2% 1%

F1

n/a n/a

F1

n/a n/a

F1

n/a n/a

F1

100% 100%

F1

0% 57%

F1

18 27

F1

18 30

F2

F2 Campus Ministries x

F2 Choral groups

F2 Concert band

F2 Dance

F2 Drama/theater

F2 International Student Organization

F2 Jazz band

F2 Literary magazine

F2 Marching band

F2 Model UN

F2 Music ensembles

F2 Musical theater

F2 Opera

F2 Pep band

F2 Radio station

F2 Student government x

F2 Student newspaper

F2 Student-run film society x

F2 Symphony orchestra

F2 Television station

F2 Yearbook

F3

F3 [redacted] At Cooperating Institution

F3 Army ROTC is offeredE-w..e1.2698 TD(F22D(F2)Tj/TT2 1 Tr.1429 .0317 TD(Arr.1429 3/TT2 1 Tf2.1429 .0317 TD(Army ROTC is offerNav 1 w..e1.2698 TD(F22D

Concert band

F3

Television stationOTf r hous254 op 0 -s (specify):rganiz66.7778TT4 1 T TeT4 who l2ve in college-owned, -05 -1.ed, or1-rganization

**G. ANNUAL EXPENSES**

**G0** Please provide the URL of your institution's net price calculator:

**Provide 2014-2015 academic year costs of attendance for the following categories that are applicable to your institution.**

Check here if your institution's 2014-2015 academic year costs of attendance are not available at this time and provide an approximate date (i.e., month/day) when your institution's final 2014-2015 academic year costs of attendance will be available:

\_\_\_\_\_

**G1 Undergraduate full-time tuition, required fees, room and board** List the typical tuition, required fees, and room and board for a full-time undergraduate student for the FULL 2014-2015 academic year (30 semester or 45 quarter hours for institutions that derive annual tuition by multiplying credit hour cost by number of credits). A full academic year refers to the period of time generally extending from September to June; usually equated to two semesters, two trimesters, three quarters, or the period covered by a four-one-four plan. Room and board is defined as double occupancy and 19 meals per week or the maximum meal plan. Required fees include only charges that all full-time students must pay that are not included in tuition (e.g., registration, health, or activity fees.) Do not include optional fees (e.g., parking, laboratory use).

	First-Year	Undergraduates
<b>G1</b> PRIVATE INSTITUTIONS Tuition:		
<b>G1</b> PUBLIC INSTITUTIONS Tuition:		
In-district	\$5,587	\$5,587
<b>G1</b> PUBLIC INSTITUTIONS In-state (out-of-district):	\$5,587	\$5,587
<b>G1</b> PUBLIC INSTITUTIONS Out-of-state:	\$16,659	\$16,659
<b>G1</b> NONRESIDENT ALIENS Tuition:	\$16,659	\$16,659
<b>G1</b> REQUIRED FEES:	\$10	\$10
<b>G1</b> ROOM AND BOARD: (on-campus)		
<b>G1</b> ROOM ONLY: (on-campus)		
<b>G1</b> BOARD ONLY: (on-campus meal plan)		
<b>G1</b> Comprehensive tuition and room and board fee (if your college cannot provide separate tuition and room and board fees):		

**G1** Other:

	Minimum	Maximum
<b>G2</b> Number of credits per term a student can take for the stated full-time tuition	15	15

	Yes	No
<b>G3</b> Do tuition and fees vary by year of study (e.g., sophomore, junior, senior)?		x

	Yes	No
<b>G4</b> Do tuition and fees vary by undergraduate instructional program?		x

<b>G4</b>	%	
<b>G4</b> If yes, what percentage of full-time undergraduates pay more than the tuition and fees reported in G1?		



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G5

G5		Residents	Commuters (living at home)	Commuters (not living at home)
G5	Books and supplies		\$1,000	\$1,000
G5	Room only			\$5,750
G5	Board only		\$3,500	\$3,500
G5	Room and board total (if your college cannot provide separate room and board figures for commuters not living at home):			
G5	Transportation			
G5	Other expenses		\$4,100	\$4,100

G6

G6



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<b>H2</b>	c) Number of students in line <b>b</b> who were determined to have financial need	0	636	596
<b>H2</b>	d) Number of students in line <b>c</b> who were awarded any financial aid	0	605	517
<b>H2</b>	e) Number of students in line <b>d</b> who were awarded any need-based scholarship or grant aid	0	419	333
<b>H2</b>	f) Number of students in line <b>d</b> who were awarded any need-based self-help aid	0	400	332
<b>H2</b>	g) Number of students in line <b>d</b> who were awarded any non-need-based scholarship or grant aid	0	202	90
<b>H2</b>	h	333		



Exclude: \* those who transferred in.  
 \* money borrowed at other institutions.

H4	Provide the percentage of the class (defined above) who borrowed at any time through any loan programs (institutional, state, Federal Perkins, Federal Stafford Subsidized and Unsubsidized, private loans that were certified by your institution, etc.; exclude parent loans). Include both Federal Direct Student Loans and Federal Family Education Loans.	
H4a	Provide the percentage of the class (defined above) who borrowed at any time through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. NOTE: exclude all institutional, state, private alternative loans and parent loans.	
H5	Report the average per-undergraduate-borrower cumulative principal borrowed of those in line H4.	
H5a	Report the average per-undergraduate-borrower cumulative principal borrowed, of those in H4a, through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. These are listed in line H4a. NOTE: exclude all institutional, state, private alternative loans and exclude parent loans.	

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

H6	Indicate your institution's policy regarding institutional scholarship and grant aid for undergraduate degree-seeking nonresident aliens:	
H6	Institutional need-based scholarship or grant aid is available	
H6	Institutional non-need-based scholarship or grant aid is available	x
H6	Institutional scholarship or grant aid is not available	
H6	If institutional financial aid is available for undergraduate degree-seeking nonresident aliens, provide the number of undergraduate degree-seeking nonresident aliens who were awarded need-based or non-need-based aid:	
H6	Average dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:	\$0
H6	Total dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:	\$0

H7	Check off all financial aid forms nonresident alien first-year financial aid applicants must submit:	
H7	Institution's own financial aid form	
H7	CSS/Financial Aid PROFILE	
H7	International Student's Financial Aid Application	
H7	International Student's Certification of Finances	x
H7	Other (specify):	

**Process for First-Year/Freshman Students**

H8	Check off all financial aid forms domestic first-year (freshman) financial aid applicants must submit:	
H8	FAFSA	x
H8	Institution's own financial aid form	
H8	CSS/Financial Aid PROFILE	
H8	State aid form	
H8	Noncustodial PROFILE	
H8	Business/Farm Supplement	
H8	Other (specify):	
H9	Indicate filing dates for first-year (freshman) students:	
H9	Priority date for filing required financial aid forms:	3/1
H9	Deadline for filing required financial aid forms:	

H9 Yes

H10  
 H10 a)  Yes  No  
 H10 b) Students notified on a rolling basis: x  
 H10 If yes, starting date: 3/15

H11  
 H11  
 H11

**Types of Aid Available**

Please check off all types of aid available to undergraduates at your institution:

H12  
 H12  
 H12 x  
 H12 x  
 H12 x  
  
 H12 x  
 H12  
 H12  
 H12 x  
 H12

H13  
 H13  
 H13 Federal Pell x  
 H13 SEOG x  
 H13 State scholarships/grants x  
 H13 Private scholarships x  
 H13 College/university scholarship or grant aid from institutional funds x  
 H13 United Negro College F 3Sufunds  
 H13 Federal Nursing Scholarship  
 H13 Other (specify):

H14 Check off criteria used in awarding institutional aid. Check all that apply.  
 H14  Non-Need Based  Need-Based  
 H14 x x  
 H14 x x  
 H14 x x  
 H14 x x  
 H14 x x  
 H14 x   
 H14 x x  
 H14 x x  
 H14 x x  
 H14 x x  
 H14 x x

H15

**I. INSTRUCTIONAL FACULTY AND CLASS SIZE**

Please report the number of instructional faculty members in each category for Fall 2013. Include faculty who are on your institution's payroll on the census date your institution uses for

**I1 IPEDS/AAUP.**

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

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

Full-time instructional faculty:

I1		Full-Time	Part-Time	Total
I1	a) Total number of instructional faculty	67	2	69
I1	b) Total number who are members of minority groups	12	0	
I1	c) Total number who are women	37	2	
I1	d) Total number who are men	30		
I1	e) Total number who are nonresident aliens (international)	1	0	0
I1	f) Total number with doctorate, or other terminal degree	55	2	57
I1	g) Total number whose highest degree is a master's but not a terminal master's	12	0	12
I1	h) Total number whose highest degree is a bachelor's	0	0	0
I1	i) Total number whose highest degree is unknown or other (Note: Items f, g, h, and i must sum up to item a.)	0	0	0
I1	j) Total number in stand-alone graduate/ professional programs in which faculty teach virtually only graduate-level students	0	0	0

**I2 Student to Faculty Ratio**

Report the Fall 2013 ratio of full-time equivalent students (full-time plus 1/3 part time) to full-time equivalent instructional faculty (full time plus 1/3 part time). In the ratio calculations, exclude both faculty and students in stand-alone graduate or professional programs such as medicine, law, veterinary, dentistry, social work, business, or public health in which faculty teach virtually only graduate-level students. Do not count undergraduate or graduate student teaching assistants as faculty.

I2	Fall 2013 Student to Faculty ratio	13 to 1	(based on	1209 students
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and 90 faculty).

**I3 Undergraduate Class Size**

**Class Sections:**

<b>I3</b>		<b>Number of Class Sections with Undergraduates Enrolled</b>							
<b>I3</b>		<b>Undergraduate Class Size (provide numbers)</b>							<b>Total</b>
<b>I3</b>		<b>2-9</b>	<b>10-19</b>	<b>20-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-99</b>	<b>100+</b>	<b>Total</b>
<b>I3</b>		25	60	36	12	3	5	0	141
<b>I3</b>	<b>CLASS SUB-SECTIONS</b>	<b>2-9</b>	<b>10-19</b>	<b>20-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-99</b>	<b>100+</b>	<b>Total</b>
<b>I3</b>		0	2	2	0	0	0	0	4

**J. DEGREES CONFERRED**

**J1 Degrees conferred between July 1, 2012 and June 30, 2013**

J1 For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor's degrees awarded. To determine the percentage, use majors, not headcount (e.g., students with one degree but a double major will be represented twice). Calculate the percentage from your institution's IPEDS Completions by using the sum of 1st and 2nd majors for each CIP code as the numerator and the sum of the Grand Total by 1st Majors and the Grand Total by 2nd major as the denominator. If you prefer, you can compute the percentages using 1st majors only.

J1	Category	Diploma/Certificates	Associate	Bachelor's	CIP 2010 Categories to Include
J1	Agriculture			0%	1
J1	Natural resources and conservation			0%	3
J1	Architecture			0%	4
J1	Area, ethnic, and gender studies			0%	5
J1	Communication/journalism			0%	9
J1	Communication technologies			0%	10
J1	Computer and information sciences			4%	11
J1	Personal and culinary services			0%	12
J1	Education			12%	13
J1	Engineering			0%	14
J1	Engineering technologies			0%	15
J1	Foreign languages, literatures, and linguistics			0%	16
J1	Family and consumer sciences			0%	19
J1	Law/legal studies			0%	22
J1	English			5%	23
J1	Liberal arts/general studies			5%	24
J1	Library science			0%	25
J1	Biological/life sciences			0%	26
J1	Mathematics and statistics			0%	27
J1	Military science and military technologies			0%	28 & 29
J1	Interdisciplinary studies			0%	30
J1	Parks and recreation			0%	31
J1	Philosophy and religious studies			0%	38
J1	Theology and religious vocations			0%	39
J1	Physical sciences			0%	40
J1	Science technologies			0%	41
J1	Psychology			0%	42
J1	Homeland Security, law enforcement, firefighting, and protective services			0%	43
J1	Public administration and social services			0%	44
J1	Social sciences			18%	45
J1	Construction trades			0%	46
J1	Mechanic and repair technologies			0%	47
J1	Precision production			0%	48
J1	Transportation and materials moving			0%	49
J1	Visual and performing arts			0%	50
J1	Health professions and related programs			15%	51
J1	Business/marketing			38%	52
J1	History			3%	54
J1	Other				
J1	<b>TOTAL (should = 100%)</b>	<b>0.00%</b>	<b>0.00%</b>	<b>100.00%</b>	



<b>Common Data Set Definitions</b>
<b>All definitions related to the financial aid section appear at the end of the Definitions document.</b>
Items preceded by an asterisk (*) represent definitions agreed to among publishers which do not appear on the CDS document but may be present on individual publishers' surveys.
<b>* Academic advisement:</b> Plan under which each student is assigned to a faculty member or a trained adviser, who, through regular meetings, helps the student plan and implement immediate and long-term academic and vocational goals.
<b>Accelerated program:</b> Completion of a college program of study in fewer than the usual number of years, most often by attending summer sessions and carrying extra courses during the regular academic term .
<b>Admitted student:</b> Applicant who is offered admission to a degree-granting program at your institution.
<b>* Adult student services:</b> Admission assistance, support, orientation, and other services expressly for adults who have started college for the first time, or who are re-entering after a lapse of a few years.
<b>American Indian or Alaska Native:</b> A person having origins in any of the original peoples of North and South America (including Central America) and maintaining tribal affiliation or community attachment.
<b>Applicant (first-time, first year):</b> An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution).
<b>Application fee:</b> That amount of money that an institution charges for processing a student's application for acceptance. This amount is <i>not</i> creditable toward tuition and required fees, nor is it refundable if the student is not admitted to the institution.
<b>Asian:</b> A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
<b>Associate degree:</b> An award that normally requires at least two but less than four years of full-time equivalent college work.
<b>Bachelor's degree:</b> An award (baccalaureate or equivalent degree, as determined by the Secretary of the U.S. Department of Education) that normally requires at least four years but <i>not</i> more than five years of full-time equivalent college-level work. This includes ALL bachelor's degrees conferred in a five-year cooperative (work-study plan) program. (A cooperative plan provides for alternate class attendance and employment in business, industry, or government; thus, it allows students to combine actual work experience with their college studies.) Also, it includes bachelor's degrees in which the normal four years of work are completed in three years.
<b>Black or African American:</b> A person having origins in any of the black racial groups of Africa.
<b>Board (charges):</b> Assume average cost for 19 meals per week or the maximum meal plan.
<b>Books and supplies (costs):</b> 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.
<b>Calendar system:</b> The method by which an institution structures most of its courses for the academic year.
<b>Campus Ministry:</b> Religious student organizations (denominational or nondenominational) devoted to fostering religious life on college campuses. May also refer to Campus Crusade for Christ, an interdenominational Christian organization.
<b>* Career and placement services:</b> A range of services, including (often) the following: coordination of visits of employers to campus; aptitude and vocational testing; interest inventories, personal counseling; help in resume writing, interviewing, launching the job search; listings for those students desiring employment and those seeking permanent positions; establishment of a permanent reference folder; career resource materials.
<b>Carnegie units:</b> One year of study or the equivalent in a secondary school subject.
<b>Certificate:</b> See <b>Postsecondary award, certificate, or diploma.</b>
<b>Class rank:</b> The relative numerical position of a student in his or her graduating class, calculated by the high school on the basis of grade-point average, whether weighted or unweighted.
<b>College-preparatory program:</b> Courses in academic subjects (English, history and social studies, foreign languages, mathematics, science, and the arts) that stress preparation for college or university study.
<b>Common Application:</b> The standard application form distributed by the National Association of Secondary School Principals for a large number of private colleges who are members of the Common Application Group.
<b>* Community service program:</b> Referral center for students wishing to perform volunteer work in the community or participate in volunteer activities coordinated by academic departments.



**Early decision plan:** A plan that permits students to apply and be notified of an admission decision (and financial aid offer if applicable) well in advance of the regular notification date. Applicants agree to accept an offer of admission and, if admitted, to withdraw their applications from other colleges. There are three possible decisions for early decision applicants: admitted, denied, or not admitted but forwarded for consideration with the regular applicant pool, without prejudice.

**English as a Second Language (ESL):** A course of study designed specifically for students whose native language is not English.

**Exchange student program-domestic:** Any arrangement between a student and a college that permits study for a semester or more at another college **in the United States** without extending the amount of time required for a degree. **See also Study abroad.**

**External degree program:** A program of study in which students earn credits toward a degree through independent study, college courses, proficiency examinations, and personal experience. External degree programs require minimal or no classroom attendance.

**Extracurricular activities (as admission factor):** Special consideration in the admissions process given for participation in both school and nonschool-related activities of interest to the college, such as clubs, hobbies, student government, athletics, performing arts, etc.

**First-time student:** A student attending any institution for the first time at the level enrolled. Includes students enrolled in the fall term who attended a postsecondary institution for the first time at the same level in the prior summer term. Also includes students who entered with advanced standing (college credit earned before graduation from high school).

**First-time, first-year (freshman) student:** A student attending any institution for the first time at the undergraduate level. Includes students enrolled in the fall term who attended college for the first time in the prior summer term. Also includes students who entered with advanced standing (college credits earned before graduation from high school).

**First-year student:** A student who has completed less than the equivalent of 1 full year of undergraduate work; that is, less than 30 semester hours (in a 120-hour degree program) or less than 900 contact hours.

**Freshman:** A first-year undergraduate student.

\***Freshman/new student orientation:** Orientation addressing the academic, social, emotional, and intellectual issues involved in beginning college. May be a few hours or a few days in length; at some colleges, there is a fee.

**Full-time student (undergraduate):** A student enrolled for 12 or more semester credits, 12 or more quarter credits, or 24 or more contact hours a week each term.

**Geographical residence (as admission factor):** Special consideration in the admission process given to students from a particular region, state, or country of residence.

**Grade-point average (academic high school GPA):** The sum of grade points a student has earned in secondary school divided by the number of courses taken. The most common system of assigning numbers to grades counts four points for an A, three points for a B, two points for a C, one point for a D, and no points for an E or F. Unweighted GPA's assign the same weight to each course. Weighting gives students additional points for their grades in advanced or honors courses.

**Graduate student:** A student who holds a bachelor's or equivalent, and is taking courses at the post-baccalaureate level.

\* **Health services:** Free or low cost on-campus primary and preventive health care available to students.

**High school diploma or recognized equivalent:** A document certifying the successful completion of a prescribed secondary school program of studies, or the attainment of satisfactory scores on the Tests of General Educational Development (GED), or another state-specified examination.

**Hispanic or Latino:** A person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.

**Honors program:** Any special program for very able students offering the opportunity for educational enrichment, independent study, acceleration, or some combination of these.

**Independent study:** Academic work chosen or designed by the student with the approval of the department concerned, under an instructor's supervision, and usually undertaken outside of the regular classroom structure.

**In-state tuition:** The tuition charged by institutions to those students who meet the state's or institution's residency requirements.

**International student:** See **Nonresident alien.**

**International student group:** Student groups that facilitate cultural dialogue, support a diverse campus, assist international students in acclimation and creating a social network.

**Internship:** Any short-term, supervised work experience usually related to a student's major field, for which the student earns academic credit. The work can be full- or part-time, on- or off-campus, paid or unpaid.

\* **Learning center:** Center offering assistance through tutors, workshops, computer programs, or audiovisual equipment in reading, writing, math, and skills such as taking notes, managing time, taking tests.

\* **Le**

<p><b>Liberal arts/career combination:</b> Program in which a student earns undergraduate degrees in two separate fields, one in a liberal arts major and the other in a professional or specialized major, whether on campus or through cross registration.</p>
<p><b>Master's degree:</b> An award that requires the successful completion of a program of study of generally one or two full-time equivalent academic years of work beyond the bachelor's degree. Some of these degrees, such as those in Theology (M.Div., M.H.L./Rav) that were formerly classified as "first-professional", may require more than two full-time equivalent academic years of work.</p>
<p><b>Minority affiliation (as admission factor):</b> Special consideration in the admission process for members of designated racial/ethnic minority groups.</p>
<p>* <b>Minority student center:</b> Center with programs, activities, and/or services intended to enhance the college experience of students of color.</p>
<p><b>Model United Nations:</b> A simulation activity focusing on conflict resolution, globalization, and diplomacy. Assuming roles as foreign ambassadors and "delegates," students conduct research, engage in debate, draft resolutions, and may participate in a national Model UN conference.</p>
<p><b>Native Hawaiian or Other Pacific Islander:</b> A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p>
<p><b>Nonresident alien:</b> A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.</p>
<p>* <b>On-campus day care:</b> Licensed day care for students' children (usually age 3 and up); usually for a fee.</p>
<p><b>Open admission:</b> Admission policy under which virtually all secondary school graduates or students with GED equivalency diplomas are admitted without regard to academic record, test scores, or other qualifications.</p>
<p><b>Other expenses (costs):</b> Include average costs for clothing, laundry, entertainment, medical (if not a required fee), and furnishings.</p>
<p><b>Out-of-state tuition:</b> The tuition charged by institutions to those students who do not meet the institution's or state's residency requirements.</p>
<p><b>Part-time student (undergraduate):</b> A student enrolled for fewer than 12 credits per semester or quarter, or fewer than 24 contact hours a week each term.</p>
<p>* <b>Personal counseling:</b> One-on-one or group counseling with trained professionals for students who want to explore personal, educational, or vocational issues.</p>
<p><b>Post-baccalaureate certificate:</b> An award that requires completion of an organized program of study requiring 18 credit hours beyond the bachelor's; designed for persons who have completed a baccalaureate degree but do not meet the requirements of academic degrees carrying the title of master.</p>
<p><b>Post-master's certificate:</b> An award that requires completion of an organized program of study of 24 credit hours beyond the master's degree but does not meet the requirements of academic degrees at the doctoral level.</p>
<p><b>Postsecondary award, certificate, or diploma:</b> Includes the following three IPEDS definitions for postsecondary awards, certificates, and diplomas of varying durations and credit/contact hour requirements—</p>
<p><i>Less Than 1 Academic Year:</i> Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in less than 1 academic year (2 semesters or 3 quarters) or in less than 900 contact hours by a student enrolled full-time.</p>
<p><i>At Least 1 But Less Than 2 Academic Years:</i> Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 1 but less than 2 full-time equivalent academic years, or designed for completion in at least 30 but less than 60 credit hours, or in at least 900 but less than 1,800 contact hours.</p>
<p><i>At Least 2 But Less Than 4 Academic Years:</i> Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 2 but less than 4 full-time equivalent academic years, or designed for completion in at least 60 but less than 120 credit hours, or in at least 1,800 but less than 3,600 contact hours.</p>
<p><b>Private institution:</b> An educational institution controlled by a private individual(s) or by a nongovernmental agency, usually supported primarily by other than public funds, and operated by other than publicly elected or appointed officials.</p>
<p><b>Private for-profit institution:</b> A private institution in which the individual(s) or agency in control receives compensation, other than wages, rent, or other expenses for the assumption of risk.</p>
<p><b>Private nonprofit institution:</b> A private institution in which the individual(s) or agency in control receives no compensation, other than wages, rent, or other expenses for the assumption of risk. These include both independent nonprofit schools and those affiliated with a religious organization.</p>
<p><b>Proprietary institution:</b> See <b>Private for-profit institution.</b></p>
<p><b>Public institution:</b> An educational institution whose programs and activities are operated by publicly elected or appointed school officials, and which is supported primarily by public funds.</p>
<p><b>Quarter calendar system:</b> A calendar system in which the academic year consists of three sessions called quarters of about 12 weeks each. The range may be from 10 to 15 weeks. There may be an additional quarter in the summer.</p>

**Race/ethnicity:** Category used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. A person may be counted in only one group.

**Race/ethnicity unknown:** Category used to classify students or employees whose race/ethnicity is not known and whom institutions are unable to place in one of the specified racial/ethnic categories.

**Religious affiliation/commitment (as admission factor):** Special consideration given in the admission process for affiliation with a certain church or faith/religion, commitment to a religious vocation, or observance of certain religious tenets/lifestyle.

\* **Religious counseling:** One-on-one or group counseling with trained professionals for students who want to explore religious problems or issues.

\* **Remedial services:** Instructional courses designed for students deficient in the general competencies necessary for a regular postsecondary curriculum and educational setting.

**Required fees:** Fixed sum charged to students for items not covered by tuition and required of such a large proportion of all students that the student who does NOT pay is the exception. Do not include application fees or optional fees such as lab fees or parking fees.

**Resident alien or other eligible non-citizen:** A person who is not a citizen or national of the United States and who has been admitted as a legal immigrant for the purpose of obtaining permanent resident alien status (and who holds either an alien registration card [Form I-551 or I-151], a Temporary Resident Card [Form I-688], or an Arrival-Departure Record [Form I-94] with a notation that conveys legal immigrant status, such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian).

**Room and board (charges)—on campus:** Assume double occupancy in institutional housing and 19 meals per week (or maximum meal plan).

**Secondary school record (as admission factor):** Information maintained by the secondary school that may include such things as the student's high school transcript, class rank, GPA, and teacher and counselor recommendations.

**Semester calendar system:** A calendar system that consists of two semesters during the academic year with about 16 weeks for each semester of instruction. There may be an additional summer session.

**Student-designed major:** A program of study based on individual interests, designed with the assistance of an adviser.

**Study abroad:** Any arrangement by which a student completes part of the college program studying in another country. Can be at a campus abroad or through a cooperative agreement with some other U.S. college or an institution of another country.

\* **Summer session:** A summer session is shorter than a regular semester and not considered part of the academic year. It is not the third term of an institution operating on a trimester system or the fourth term of an institution operating on a quarter calendar system. The institution may have 2 or more sessions occurring in the summer months. Some schools, such as vocational and beauty schools, have year-round classes with no separate summer session.

**Talent/ability (as admission factor):** Special consideration given to students with demonstrated talent/abilities in areas of interest to the institution (e.g., sports, the arts, languages, etc.).

**Teacher certification program:** Program designed to prepare students to meet the requirements for certification as teachers in elementary, middle/

**Volunteer work (as admission factor):** Special consideration given to students for activity done on a volunteer basis (e.g., tutoring, hospital care, working with the elderly or disabled) as a service to the community or the public in general.

**Wait list:** List of students who meet the admission requirements but will only be offered a place in the class if space becomes available.

**Weekend college:** A program that allows students to take a complete course of study and attend classes only on weekends.

**White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

\* **Women's center:** Center with programs, academic activities, and/or services intended to promote an understanding of the evolving roles of women.

**Work experience (as admission factor):** Special consideration given to students who have been employed prior to application, whether for relevance to major, demonstration of employment-related skills, or as explanation of student's academic and extracurricular record.

### Financial Aid Definitions

**Awarded aid:** The dollar amounts offered to financial aid applicants.

**External scholarships and grants:** Scholarships and grants received from outside (private) sources that students bring with them (e.g., Kiwanis, National Merit scholarships). The institution may process paperwork to receive the dollars, but it has no role in determining the recipient or the dollar amount awarded.

**Financial aid applicant:** Any applicant who submits **any one of** the institutionally required financial aid applications/forms, such as the FAFSA.

**Indebtedness:** Aggregate dollar amount borrowed through any loan program (federal, state, subsidized, unsubsidized, private, etc.; excluding parent loans) while the student was enrolled at an institution. Student loans co-signed by a parent are assumed to be the responsibility of the student and **should** be included.

**Institutional scholarships and grants:** Endowed scholarships, annual gifts and tuition funded grants for which the institution determines the recipient.

**Financial need:** As determined by your institution using the federal methodology and/or your institution's own standards.

**Need-based aid:** College-funded or college-administered award from institutional, state, federal, or other sources for which a student must have financial need to qualify. This includes both institutional and noninstitutional student aid (grants, jobs, and loans).

**Need-based scholarship or grant aid:** Scholarships and grants from institutional, state, federal, or other sources for which a student must have financial need to qualify.

**Need-based self-help aid:** Loans and jobs from institutional, state, federal, or other sources for which a student must demonstrate financial need to qualify.

**Non-need-based scholarship or grant aid:** Scholarships and grants, gifts, or merit-based aid from institutional, state, federal, or other sources (including unrestricted funds or gifts and endowment income) awarded solely on the basis of academic achievement, merit, or any other non-need-based reason. When reporting questions H1 and H2, non-need-based aid that is used to meet need should be counted as need-based aid.

**Note: Suggested order of precedence for counting non-need money as need-based:**

Non-need institutional grants

Non-need tuition waivers

Non-need athletic awards

Non-need federal grants

Non-need state grants

Non-need outside grants

Non-need student loans

Non-need parent loans

Non-need work

**Non-need-based self-help aid:** Loans and jobs from institutional, state, or other sources for which a student need not demonstrate financial need to qualify.

**Work study and employment:** Federal and state work study a 7ynstituthton: Federarcelekagd by your iTj-13.9349 09 0 TD(: Federal and s rk study a 7ynsti 6licants.)

**SUMMARY OF SIGNIFICANT CHANGES TO THE CDS FOR 2013-2014**

There are no structural or definitional changes to **CDS for 2013-2014:**  
other than the incremental advancement by one for year-dependent items.