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## A. GENERAL INFORMATION

### A1. Address Information

Name of College or University **EMBRY-RIDDLE AERONAUTICAL UNIVERSITY, E.C.**  
Mailing Address, City/State/Zip **600 S. Clyde Morris Blvd., Daytona Beach, FL 32114-3900**  
Street Address (if different), City/State/Zip  
Main phone **(904) 226-6190 or (800) 522-6787**  
WWW Home Page Address **www.ec.erau.edu**  
Admissions Phone Number **(904) 225-6100**  
**Admissions toll-free number (800) 862-2416**  
Admissions Office Mailing Address, City/State/Zip  
Admissions Fax number: **(904) 226-7070**  
Admissions E-mail Address: **ecinfo@ec.db.erau.edu**  
Is there a separate URL application site on the Internet? If so, please specify:

### A2. Source of institutional control (check one only)

- Public  
 Private (nonprofit)  
Proprietary

### A3. Classify your undergraduate institution:

- Coeducational college  
Men's college  
Women's college

### A4. Academic year calendar

- Semester  4-1-4  
Quarter  Continuous (describe):  
Trimester  Differs by program (describe):  
 Other

### A5. Degrees offered by your institution

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

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### B. ENROLLMENT AND PERSISTENCE

**B1. Institutional Enrollment—Men and Women** Provide numbers of students reported on IPEDS Fall Enrollment Survey 1998 as of the institution's official fall reporting date or as of October 15, 1998. Refer to IPEDS EF-1 Part A or IPEDS EF-2 Part A (undergraduates only) survey.

	FULL-TIME			PART-TIME		
	Men (IPEDS col. 15)	Women (IPEDS col. 16)	IPEDS line	Men (IPEDS col. 15)	Women (IPEDS col. 16)	IPEDS line
<b>Undergraduates</b>						
Degree-seeking, first-time freshmen	1	0	line 1	58	5	line 15
Other first-year, degree-seeking	14	0	Line 2	1265	125	line 16
All other degree-seeking	45	3	lines 3-6	1892	179	lines 17-20
<i>Total degree-seeking</i>	<b>60</b>	<b>3</b>		<b>3215</b>	<b>309</b>	
All other undergraduates enrolled in credit courses	11	1	line 7	1148	157	line 21
<i>Total undergraduates</i>	<b>71</b>	<b>4</b>	line 8	<b>4363</b>	<b>466</b>	line 22
<b>First-professional</b>						
First-time, first-professional students			line 9			line 23
All other first-professionals			line 10			line 24
<i>Total first-professional</i>						
<b>Graduate</b>						
Degree-seeking, first-time	4	0	line 11	185	35	line 25
All other degree-seeking	34	5	line 12	1479	214	line 26
All other graduates enrolled in credit courses	2	7	line 13	364	43	line 27
<i>Total graduate</i>	<b>40</b>	<b>12</b>		<b>2028</b>	<b>292</b>	

Total all undergraduates (IPEDS sum of lines 8 and 22, cols. 15 and 16): 4904

Total all graduate and professional students (IPEDS sum of lines 14 and 28, cols. 15 and 16): 2372

GRAND TOTAL ALL STUDENTS (IPEDS line 29, sum of cols. 15 and 16): 7276

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**B2. Enrollment by Racial/Ethnic Category.** Provide numbers of **degree-seeking** undergraduate students reported on IPEDS Fall Enrollment Survey 1998 as of the institution's official fall reporting date or as of October 15, 1998. **Refer to IPEDS EF-1 Part A or IPEDS EF-2 Part A surveys based on column and line numbers in grid for totals.**

	Degree-seeking first-time first year	Degree-seeking undergraduates
	IPEDS sum of lines 1 and 15	IPEDS sum of lines 1-6 and lines 15-20
Nonresident aliens IPEDS cols. 1-2	3	79
Black, non-Hispanic IPEDS cols. 3-4	6	249
American Indian or Alaskan Native IPEDS cols. 5-6	1	37
Asian or Pacific Islander IPEDS cols. 7-8	2	100
Hispanic IPEDS cols. 9-10	9	245
White, non-Hispanic IPEDS cols. 11-12	35	2636
Race/ethnicity unknown IPEDS cols. 13-14	8	241
<b>Total</b> IPEDS cols. 15-16	<b>64</b>	<b>3587</b>

### Persistence

**B3. Number of degrees awarded by your institution from July 1, 1997, to June 30, 1998.**

Certificate/diploma	_____
Associate degrees	<u>179</u>
Bachelor's degrees	<u>983</u>
Postbachelor's certificates	_____
Master's degrees	<u>883</u>
Post-master's certificates	_____
Doctoral degrees	_____
First professional degrees	_____
First professional certificates	_____

### Graduation Rates

The information in this section comes from the IPEDS Graduation Rate Survey (GRS). For complete instructions and definitions of data elements, see the IPEDS GRS instructions and glossary.

#### For Bachelor's or Equivalent Programs

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1992. Include in the cohort those who entered your institution during the summer term preceding fall 1992.

**B4.** Initial 1992 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students: \_\_\_\_\_  
(IPEDS GRS, Section II, Part A, line 10, sum of columns 15 and 16)

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- B5.** Of the initial 1992 cohort, how many did not persist and did not graduate for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions: \_\_\_\_\_  
(IPEDS GRS, Section II, Part C, line 45, sum of columns 15 and 16)
- B6.** Final 1992 cohort, after adjusting for allowable exclusions: \_\_\_\_\_  
(Subtract question B5 from question B4)
- B7.** Of the initial 1992 cohort, how many completed the program in four years or less (by August 31, 1996): \_\_\_\_\_  
(IPEDS GRS, Section II, Part A, line 19, sum of columns 15 and 16)
- B8.** Of the initial 1992 cohort, how many completed the program in more than four years but in five years or less (after August 31, 1996 and by August 31, 1997): \_\_\_\_\_  
(IPEDS GRS, Section II, Part A, line 20, sum of columns 15 and 16)
- B9.** Of the initial 1992 cohort, how many completed the program in more than five years but in six years or less (after August 31, 1997 and by August 31, 1998): \_\_\_\_\_  
(IPEDS GRS, Section II, Part A, line 21, sum of columns 15 and 16)
- B10.** Total graduating within six years (sum of questions B7, B8, and B9): \_\_\_\_\_  
(IPEDS GRS, Section II, Part A, line 18, sum of columns 15 and 16)
- B11.** Six-year graduation rate for 1992 cohort (question B10 divided by question B6): \_\_\_\_\_

### For Two-Year Institutions:

The information in this section comes from the IPEDS Graduation Rate Survey (IPEDS GRS-2). For complete instructions and definitions of data elements, see the IPEDS GRS-2 instructions and glossary.

- B12.** Initial 1995 cohort, total of first-time, full-time degree/certificate-seeking students: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 10, sum of columns 15 and 16)
- B13.** Of the initial 1995 cohort, how many did not persist and did not graduate for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government, or official church missions); total allowable exclusions: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 45, sum of columns 15 and 16)
- B14.** Final 1995 cohort, after adjusting for allowable exclusions \_\_\_\_\_  
(Subtract question B13 from question B12)
- B15.** Completers of programs of less than two years duration (total): \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 11, sum of columns 15 and 16)
- B16.** Completers of programs of less than two years within 150 percent of normal time: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 11A, sum of columns 15 and 16)
- B17.** Completers of programs of at least two but less than four years (total): \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 12, sum of columns 15 and 16)
- B18.** Completers of programs of at least two but less than four-years within 150 percent of normal time: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 12A, sum of columns 15 and 16)
- B19.** Total transfers-out (within three years) to other institutions: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 30, sum of columns 15 and 16)
- B20.** Total transfers to two-year institutions: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 32, sum of columns 15 and 16)

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- B21.** Total transfers to four-year institutions: \_\_\_\_\_  
(IPEDS GRS-2, Section III, line 33, sum of columns 15 and 16)

### Retention Rates

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1997 (or the preceding summer term). The initial cohort may be adjusted for students who departed for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government or official church missions. No other adjustments to the initial cohort should be made.

- B22.** For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in fall 1997 (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in fall 1998? \_\_\_\_\_

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

### Applications

- C1. First-time, first-year (freshman) students:** Provide the number of degree-seeking students who applied, were admitted, and enrolled (full- or part-time) in fall 1998. Include early decision, early action, and students who began studies during summer in this cohort. Applicants include all students who fulfilled the requirements for consideration for admission (including payment or waiving of the application fee, if any) 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 subsequently offered admission.

Total men applied \_\_\_\_\_ **\*Not Available**  
Total women applied \_\_\_\_\_

Total men admitted \_\_\_\_\_  
Total women admitted \_\_\_\_\_

Total full-time, first-time, first-year (freshman) men enrolled \_\_\_\_\_  
Total part-time, first-time, first-year (freshman) men enrolled \_\_\_\_\_

Total full-time, first-time, first-year (freshman) women enrolled \_\_\_\_\_  
Total part-time, first-time, first-year (freshman) women enrolled \_\_\_\_\_

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

Do you have a policy of placing students on a waiting list? Yes: \_\_\_ No: \_\_\_ **\*Not applicable**  
If yes, please answer the questions below for fall 1998 admissions:

Number of qualified applicants placed on waiting list \_\_\_\_\_  
Number accepting a place on the waiting list \_\_\_\_\_  
Number of wait-listed students admitted \_\_\_\_\_

### Admission Requirements

- C3. High school completion requirement**

Check the appropriate box to identify your high school completion requirement for degree-seeking entering students:

- High school diploma is required and GED is accepted  
 High school diploma is required and GED is not accepted  
 High school diploma or equivalent is not required

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

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- Required
- Recommended
- Neither required nor recommended

**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.

**\*Not applicable**

	Units required	Units recommended
Total academic units		
English		
Mathematics		
Science		
Of these, units that must be lab		
Foreign language		
Social studies		
History		
Academic electives		
Other ( <i>specify</i> )		

### Basis for Selection

**C6.** Do you have an open 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? If so, check which applies: **NO**

Open admission policy as described above for all students\_\_\_\_

Open admission policy as described above for most students, but

selective admission for out-of-state students\_\_\_\_

selective admission to some programs\_\_\_\_

other (explain) \_\_\_\_\_

**C7. Relative importance of each of the following academic and nonacademic factors in your first-time, first- year, degree-seeking (freshman) admission decisions.**

	Very important	Important	Considered	Not Considered
<i>Academic</i>				
Secondary school record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Class rank	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Recommendation(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standardized test scores	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Essay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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	Very important	Important	Considered	Not Considered
<i>Nonacademic</i>				
Interview	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Extracurricular activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Talent/ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Character/personal qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Alumni/ae relation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Geographical residence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State residency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religious affiliation/commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minority status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Volunteer work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Work experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### SAT and ACT Policies

#### C8. Entrance exams

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

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

	Require	Recommend	ADMISSION Require for some	Considered if submitted	Not used
SAT I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT I or ACT (no preference)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT I or ACT--SAT I preferred	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT I or ACT--ACT preferred	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT I and SAT II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT I and SAT II or ACT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**In addition**, does your institution use applicants' test scores for placement or counseling?

Placement	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Counseling	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

B: Does your institution use the SAT I or II or the ACT for **placement only**? If so, please mark the appropriate boxes below:

	Require	RECOMMEND	Require for some
SAT I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT I or ACT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. Latest date by which SAT I or ACT scores must be received for fall-term admission\_\_\_\_\_

Latest date by which SAT II scores must be received for fall-term admission\_\_\_\_\_

D. If necessary, use this space to clarify your test policies (e.g., if tests are recommended for some students, or if tests are not required of some students):\_\_\_\_\_



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### Freshman Profile

Provide percentages for **ALL enrolled degree-seeking full-time and part-time, first-time, first-year (freshman) students** enrolled in fall 1998, 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 1998 who submitted national standardized (SAT/ACT) test scores.** Include information for **ALL enrolled, first-time, first-year (freshman) degree-seeking students who submitted test scores.** Do not include partial test scores (e.g., mathematics scores but not verbal for a category of students) or combine other standardized test results (such as TOEFL) in this item. SAT scores should be recentered scores. 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.

Percent submitting SAT scores \_\_\_\_\_ Number submitting SAT scores \_\_\_\_\_  
 Percent submitting ACT scores \_\_\_\_\_ Number submitting ACT scores \_\_\_\_\_

	25th percentile	75th percentile
SAT I Verbal		
SAT I Math		
ACT Composite		
ACT English		
ACT Math		

\*Not applicable

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

	SAT I Verbal	SAT I Math
700-800		
600-699		
500-599		
400-499		
300-399		
200-299		

	ACT Composite	ACT English	ACT Math
30-36			
24-29			
18-23			
12-17			
6-11			
below 6			

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

Percent in top 10th of high school graduating class \_\_\_\_\_  
Percent in top quarter of high school graduating class \_\_\_\_\_  
Percent in top half of high school graduating class \_\_\_\_\_ **\*Not applicable**  
Percent in bottom half of high school graduating class \_\_\_\_\_  
Percent in bottom quarter of high school graduating class \_\_\_\_\_

Percent of total first-time, first-year (freshman) students who submitted high school class rank: \_\_\_\_\_

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

Percent who had GPA of 3.0 and higher \_\_\_\_\_  
Percent who had GPA between 2.0 and 2.9 \_\_\_\_\_  
Percent who had GPA between 1.0 and 1.99 \_\_\_\_\_  
Percent who had GPA below 1.0 \_\_\_\_\_

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

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

### Admission Policies

**C13. Application fee**

Does your institution have an application fee? **Yes**  
Amount of application fee **\$30**  
Can it be waived for applicants with financial need? **Yes**

**C14. Application closing date**

Does your institution have an application closing date? **No**  
Application closing date (fall) \_\_\_\_\_  
Priority date \_\_\_\_\_

**C15. Are first-time, first-year students accepted for terms other than the fall? **Yes****

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

On a rolling basis beginning (date) **continuous**  
By (date) \_\_\_\_\_  
Other \_\_\_\_\_

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

Must reply by (date) \_\_\_\_\_  
No set date \_\_\_\_\_  
Must reply by May 1 or within \_\_\_\_\_ weeks if notified thereafter  
Other **Within 75 days prior to start of the term for International Students**

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**C18. Deferred admission:** Does your institution allow students to postpone enrollment after admission?

**Yes**

If yes, maximum period of postponement: **1 year**

**C19. Early admission of high school students:** Does your institution allow high school students to enroll as full-time, first-time, first-year (freshman) students one year or more before high school graduation? **No**

**C20. Common application:** Will you accept the Common Application distributed by the National Association of Secondary School Principals if submitted? **No**

If "yes," are supplemental forms required?

Is your college a member of the Common Application Group? **No**

### Early Decision and Early Action Plans

**C21. Early decision:** Does your institution offer an early decision plan (an admission plan that permits students to apply and be notified of an admission decision well in advance of the regular notification date and that asks students to commit to attending if accepted) for first-time, first-year (freshman) applicants for fall enrollment? **No**

If "yes," please complete the following:

First or only early decision plan closing date \_\_\_\_\_

First or only early decision plan notification date \_\_\_\_\_

Other early decision plan closing date \_\_\_\_\_

Other early decision plan notification date \_\_\_\_\_

Number of early decision applications received by your institution in Fall 1998 \_\_\_\_\_

Number of applicants admitted under early decision plan in Fall 1998 \_\_\_\_\_

Please provide significant details about your early decision plan: \_\_\_\_\_

\_\_\_\_\_

**C22. Early action:** Do you have a nonbinding early action plan whereby students are notified of an admission decision well in advance of the regular notification date but do not have to commit to attending your college?

**No**

If "yes," please complete the following:

Early action closing date \_\_\_\_\_

Early action notification date \_\_\_\_\_

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### D. TRANSFER ADMISSION

#### Fall Applicants

D1. Does your institution enroll transfer students?  Yes  No

(If no, please skip to Section E)

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

D2. Provide the number of students who applied, were admitted, and enrolled as degree-seeking transfer students in fall 1998.

	Applicants	Admitted applicants	Enrolled applicants
Men	<b>1296</b>	<b>1238</b>	<b>849</b>
Women	<b>159</b>	<b>144</b>	<b>100</b>
Total	<b>1455</b>	<b>1382</b>	<b>949</b>

#### Application for Admission

D3. Indicate terms for which transfers may enroll:

Fall  Winter  Spring  Summer

D4. Must a transfer applicant have a minimum number of credits completed or else must apply as an entering freshman?

Yes  No

If yes, what is the minimum number of credits and the unit of measure? \_\_\_\_\_

D5. Indicate all items required of transfer students to apply for admission:

	Required of all	Recommended of all	Recommended of some	Required of some	Not required
High school transcript					<b>X</b>
College transcript(s)	<b>X</b>				
Essay or personal statement			<b>X</b>		
Interview					<b>X</b>
Standardized test scores					<b>X</b>
Statement of good standing from prior institution(s)	<b>X</b>				

D6. If a minimum high school grade point average is required of transfer applicants, specify

(on a 4.0 scale): **n/app**

D7. If a minimum college grade point average is required of transfer applicants, specify

(on a 4.0 scale): **2.00**

D8. List any other application requirements specific to transfer applicants:

**Last institution attended CGPA must be a 2.00 & a combined 2.00 of all institutions attended.**

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**D9.** List application priority, closing, notification, and candidate reply dates for transfer students. If applications are reviewed on a continuous or rolling basis, place a check mark in the “Rolling admission” column.

	Priority date	Closing date	Notification date	Reply date	Rolling admission
Fall					<b>X</b>
Winter					<b>X</b>
Spring					<b>X</b>
Summer					<b>X</b>

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

**D11.** Describe additional requirements for transfer admission, if applicable:  
**If either the last institution or overall combined CGPA is below 2.00, a petition outlining the circumstances that resulted from the poor performance is required in order to be considered for admission.**

### Transfer Credit Policies

**D12.** Report the lowest grade earned for any course that may be transferred for credit: **D (undergraduate; B (graduate))**

**D13.** Maximum number of credits or courses that may be transferred from a two-year institution:

Number **Up to the residency credit of 15 hrs for AS & 30 hrs. for BS**

**D14.** Maximum number of credits or courses that may be transferred from a four-year institution: :

Number **Same as above.**

**D15.** Minimum number of credits that transfers must complete at your institution to earn an associate degree: **15**

**D16.** Minimum number of credits that transfers must complete at your institution to earn a bachelor’s degree: **30**

**D17.** Describe other transfer credit policies:

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### E. ACADEMIC OFFERINGS AND POLICIES

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

- |  |  |
|--|--|
| <input type="checkbox"/> Accelerated program                         | <input type="checkbox"/> Honors program                  |
| <input checked="" type="checkbox"/> Cooperative (work-study) program | <input checked="" type="checkbox"/> Independent study    |
| <input type="checkbox"/> Cross-registration                          | <input type="checkbox"/> Internships                     |
| <input checked="" type="checkbox"/> Distance learning                | <input type="checkbox"/> Liberal arts/career combination |
| <input type="checkbox"/> Double major                                | <input type="checkbox"/> Student-designed major          |
| <input type="checkbox"/> Dual enrollment                             | <input type="checkbox"/> Study abroad                    |
| <input type="checkbox"/> English as a Second Language                | <input type="checkbox"/> Teacher certification program   |
| <input type="checkbox"/> Exchange student program (domestic)         | <input type="checkbox"/> Weekend college                 |
| <input checked="" type="checkbox"/> External degree program          |  |
| <input type="checkbox"/> Other (specify):                            |  |

**E2. Core curriculum:** Must students complete a core curriculum prior to graduation?     Yes     No

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

- |   |   |
|---|---|
| <input type="checkbox"/> Arts/fine arts                             | <input type="checkbox"/> Humanities                                   |
| <input checked="" type="checkbox"/> Computer literacy               | <input checked="" type="checkbox"/> Mathematics                       |
| <input checked="" type="checkbox"/> English (including composition) | <input type="checkbox"/> Philosophy                                   |
| <input type="checkbox"/> Foreign languages                          | <input checked="" type="checkbox"/> Sciences (biological or physical) |
| <input type="checkbox"/> History                                    | <input type="checkbox"/> Social science                               |
| <input type="checkbox"/> Other (describe):                          |   |

#### Library Collections

Report the number of holdings at the end of fiscal year 1998. Refer to IPEDS Library Survey, Part, D for corresponding equivalents.

**E4.** Books, serial backfiles, and government documents (titles) that are accessible through the library's catalog – include bound periodicals and newspapers and exclude microforms: 88,955 (line 25, column 2)

**E5.** Current serials (titles): - include periodicals, newspapers, and government documents: 1,981 (line 29, column 2)

**E6.** Microforms (titles): 271,085 (line 31, column 2)

**E7.** Video and audio (titles): 3,790 (sum of lines 36 and 38, column 2)

### F. STUDENT LIFE

**F1. Percentages of first-time, first-year (freshman) students and all degree-seeking undergraduates enrolled in fall 1998 who fit the following categories:**

	First-time, first-year	Undergraduates
(freshman) students		
Percent who are from out of state (exclude internat'l/nonresident aliens)	<b>*Not applicable</b>	
Percent of men who join fraternities		
Percent of women who join sororities		
Percent who live in college-owned, -operated, or -affiliated housing		
Percent who live off campus or commute		
Percent of students age 25 and older		<u>83%</u>
Average age of full-time students		<u>32</u>
Average age of all students (full- and part-time)		<u>34</u>

## Common Data Set: September 1998

**F2. Activities offered** Identify those programs available at your institution. **\*Not applicable**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Choral groups     | <input type="checkbox"/> Marching band   | <input type="checkbox"/> Student government       |
| <input type="checkbox"/> Concert band      | <input type="checkbox"/> Music ensembles | <input type="checkbox"/> Student newspaper        |
| <input type="checkbox"/> Dance             | <input type="checkbox"/> Musical theater | <input type="checkbox"/> Student-run film society |
| <input type="checkbox"/> Drama/theater     | <input type="checkbox"/> Opera           | <input type="checkbox"/> Symphony orchestra       |
| <input type="checkbox"/> Jazz band         | <input type="checkbox"/> Pep band        | <input type="checkbox"/> Television station       |
| <input type="checkbox"/> Literary magazine | <input type="checkbox"/> Radio station   | <input type="checkbox"/> Yearbook                 |

**F3. ROTC** (program offered in cooperation with Reserve Officers' Training Corps)

Army ROTC is offered:

- On campus  
 At cooperating institution (name):

Naval ROTC is offered

- On campus  
 At cooperating institution (name):

Air Force ROTC is offered

- On campus  
 At cooperating institution (name):

**F4. Housing:** Check all types of college-owned, -operated, or -affiliated housing available for undergraduates at your institution. **\*Not applicable**

- |   |   |
|---|---|
| <input type="checkbox"/> Coed dorms                       | <input type="checkbox"/> Special housing for disabled students      |
| <input type="checkbox"/> Men's dorms                      | <input type="checkbox"/> Special housing for international students |
| <input type="checkbox"/> Women's dorms                    | <input type="checkbox"/> Fraternity/sorority housing                |
| <input type="checkbox"/> Apartments for married students  | <input type="checkbox"/> Cooperative housing                        |
| <input type="checkbox"/> Apartments for single students   |   |
| <input type="checkbox"/> Other housing options (specify): |   |

## Common Data Set: September 1998

### G. ANNUAL EXPENSES

Provide 1999-2000 academic year costs for the following categories that are applicable to your institution.

#### 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 1999-2000 academic year. A full academic year refers to the period of time generally extending from September to June; usually equated to two semesters or 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
PRIVATE INSTITUTIONS:		<b>\$134-172 per cr. hr.</b>
PUBLIC INSTITUTIONS		
In-district:		
In-state (out-of-district):		
Out-of-state:		
NONRESIDENT ALIENS:		
REQUIRED FEES:		<b>N/app.</b>
ROOM AND BOARD: (on-campus)		<b>N/app,</b>
ROOM ONLY: (on-campus)		
BOARD ONLY: (on-campus meal plan)		

Comprehensive tuition/room/board fee (if your college cannot provide separate tuition/room/board/fees):  
\_\_\_\_\_

Other \_\_\_\_\_

G2. Number of credits per term a student can take for the stated full-time tuition      \_\_\_minimum      \_\_\_maximum

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

G4. If tuition and fees vary by undergraduate instructional program, describe briefly: \_\_\_\_\_

G5. Provide the estimated expenses for a typical full-time undergraduate student:      **\*Not applicable**

	Residents	Commuters (living at home)	Commuters (not living at home)
Books and supplies:			
Room only:			
Board only:			
Transportation:			
Other expenses:			



## Common Data Set: September 1998

### G6. Undergraduate per-credit-hour charges:

PRIVATE INSTITUTIONS:	<b>\$134 - 172</b>
PUBLIC INSTITUTIONS	
In-district:	
In-state (out-of-district):	
Out-of-state:	
NONRESIDENT ALIENS:	

## Common Data Set: September 1998

### H. FINANCIAL AID

#### Aid Awarded to Enrolled Undergraduates

**H1.** Enter total dollar amounts **awarded** to full-time and less than full-time degree-seeking undergraduates (**using the same cohort reported in CDS Question B1, “total degree-seeking” undergraduates**) in the following categories. Include aid awarded to international students (i.e., those not qualifying for federal aid). **Aid that is non-need-based but that was used to meet need should be reported in the need-based aid columns.** (For a suggested order of precedence in assigning categories of aid to cover need, see the definitions section.)

Indicate academic year for which data are reported: 98-99 actual  98-99 estimated  97-98 actual

	Need-based	Non-need-based
	\$	\$
<b>Scholarships/Grants</b>		
Federal	622,642	0
State	39,420	0
Institutional (endowment, alumni, or other institutional awards) and external funds awarded by the college <b>excluding</b> athletic aid and tuition waivers (which are reported below)	49,851	0
Scholarships/grants from external sources (e.g., Kiwanis, NMSQT) not awarded by the college	7,511	0
<b>Total Scholarships/Grants</b>	<b>719,424</b>	<b>0</b>
<b>Self-Help</b>		
Student loans <b>from all sources</b>	3,094,011	0
Federal Work-Study	0	
State and other work-study/employment	0	0
<b>Total Self-Help</b>	<b>3,094,011</b>	<b>0</b>
<b>Parent Loans</b>	<b>40,259</b>	<b>0</b>
<b>Tuition waivers</b>	<b>38,352</b>	<b>0</b>
<b>Athletic awards</b>	<b>0</b>	<b>0</b>

## Common Data Set: September 1998

### Number of Enrolled Students Receiving Aid

**H2.** List the number of degree-seeking full-time and less-than-full-time undergraduates who applied for and received financial aid. **Aid that is non-need-based but that was used to meet need should be counted as need-based aid.** Numbers should reflect the cohort receiving the dollars reported in H1.

**Note:** In the chart below, students may be counted in more than one row, and full-time freshmen should also be counted as full-time undergraduates.

Need-based awards	First-time Full-time Freshmen	Full-time Undergrad (inc. fresh)	Less than full-time undergrad
a) Number of degree-seeking undergraduate students (CDS Item B1 if reporting on Fall 1998 cohort)	1	75	4829
b) Number of students in line a who were financial aid applicants (include applicants for all types of aid)	0	6	561
c) Number of students in line b who were determined to have financial need	0	6	495
d) Number of students in line c who received any financial aid	0	6	337
e) Number of students in line d who received any need-based gift aid	0	6	291
f) Number of students in line d who received any need-based self-help aid	0	6	324
g) Number of students in line d who received any non-need-based gift aid	0	0	0
h) Number of students in line d whose need was fully met ( <b>exclude PLUS loans and private alternative loans</b> ).	0	0	247
i) On average, the percentage of need that was met of students who received any need-based aid. Exclude any resources that were awarded to replace EFC ( <b>PLUS loans and private alternative loans</b> ).	0	89%	81%
j) The average financial aid package of those in line d. Exclude any resources that were awarded to replace EFC ( <b>PLUS loans and private alternative loans</b> .)	0	6698	8095
k) Average need-based gift award of those in line d	0	1827	1901
l) Average need-based self-help award ( <b>excluding PLUS loans and private alternative loans</b> ) of those in line d	0	4091	5275
m) Average <b>need-based</b> loan ( <b>excluding PLUS loans and private alternative loans</b> ) of those in line d	0	4091	5275

## Common Data Set: September 1998

Non-need-based awards	First-time Full-time Freshmen	Full-time Undergrad Inc. fresh.	Less than Full-time undergrad
n) Number of students in line <b>a</b> who had no financial need who received non-need-based aid ( <b>exclude those receiving athletic awards and tuition benefits</b> )	n/app	n/app	n/app
o) Average award <b>to students in line (n)</b>			
p) Number of students in line <b>a</b> who received a non-need-based athletic award	n/app	n/app	n/app
q) Average non-need-based athletic award to those <b>in line (p)</b>			

**H3:** Which needs-analysis methodology does your institution **use in awarding institutional aid?**

- Federal methodology (FM)  
 Institutional methodology (IM)  
 Both FM and IM

**H4.** Percent of 1998 graduating undergraduate class who have borrowed through any loan programs (federal, state, subsidized, unsubsidized, **private etc.; exclude parent loans**). Include only students who borrowed while enrolled at your institution.  
96%

**H5.** Average per-borrower cumulative undergraduate indebtedness of those in line H4; **do not include money borrowed at other institutions: \$17,125**

### Aid to Undergraduate International Students

**H6.** Indicate your institution's policy regarding financial aid for undergraduate international (nonresident alien) students:  
**\*Not applicable**

- College-administered need-based financial aid is available for undergraduate international students
- College-administered non-need-based financial aid is available for undergraduate international students
- College-administered financial aid is not available for undergraduate international students

If college-administered financial aid is available for undergraduate international students, provide the number of undergraduate international students who received need- or non-need-based aid: \_\_\_\_\_

Average dollar amount awarded to undergraduate international students: \$ \_\_\_\_\_

Total dollar amount of financial aid **from all sources** awarded to all undergraduate international students: \$ \_\_\_\_\_

## Common Data Set: September 1998

### Process for First-Year/Freshman Students

**H7.** Check off all financial aid forms domestic first-year (freshman) financial aid applicants must submit:

- X** FAFSA  
Institution's own financial aid form  
CSS/Financial Aid PROFILE  
State aid form  
Noncustodial (Divorced/Separated) Parent's Statement  
Business/Farm Supplement  
Other: \_\_\_\_\_  
\_\_\_\_\_

**H8.** Check off all financial aid forms international (nonresident alien) first-year financial aid applicants must submit:

**\*Not applicable**

- Institution's own financial aid form  
CSS/Financial Aid PROFILE  
Foreign Student's Financial Aid Application  
Foreign Student's Certification of Finances  
Other: \_\_\_\_\_  
\_\_\_\_\_

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

- Priority date for filing required financial aid forms: **April 15**  
Deadline for filing required financial aid forms: **June 30**  
No deadline for filing required forms (applications processed on a rolling basis): **Yes**

**H10.** Indicate notification dates for first-year (freshman) students:

- Students notified on or about (date): **April 1**  
Students notified on a rolling basis: **Yes** If yes, starting date: **April 1**

**H11.** Indicate reply dates:

- Students must reply by (date): \_\_\_\_\_ or within **4** weeks of notification.

## Common Data Set: September 1998

### Types of Aid Available

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

#### H12. Loans

##### FEDERAL DIRECT STUDENT LOAN PROGRAM (DIRECT LOAN)

- Direct Subsidized Stafford Loans
- Direct Unsubsidized Stafford Loans
- Direct PLUS Loans

##### FEDERAL FAMILY EDUCATION LOAN PROGRAM (FFEL)

- FFEL Subsidized Stafford Loans
- FFEL Unsubsidized Stafford Loans
- FFEL PLUS Loans

- Federal Perkins Loans
- Federal Nursing Loans
- State Loans
- College/university loans from institutional funds
- Other (specify):

#### H13. Scholarships and Grants

##### NEED-BASED:

- Federal Pell
- SEOG
- State scholarships/grants
- Private scholarships
- College/university gift aid from institutional funds
- United Negro College Fund
- Federal Nursing Scholarship
- Other (specify):

#### H14. Check off criteria used in awarding institutional aid. Check all that apply. \*Not applicable

Non-need	Need-based		Non-need	Need-based	
		Academics			Leadership
		Alumni affiliation			Minority status
		Art			Music/drama
		Athletics			Religious affiliation
		Job skills			State/district residency
		ROTC		-----	