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## A. General Information

### A0 Respondent Information (Not for Publication)

A0	Name:	Kathy Ottoson	
A0	Title:	Senior Data Analyst	
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A0	Mailing Address:	600 S. Clyde Morris Blvd.	
A0	City/State/Zip/Country:	Daytona Beach, FL 32114-3900 USA	
A0	Phone:	(386)226-6225	
A0	Fax:	(386)226-6055	
A0	E-mail Address:	<a href="mailto:instrch@erau.edu">instrch@erau.edu</a>	
A0	Are your responses to the CDS posted for reference on your institution's Web site?		Yes <input checked="" type="checkbox"/>
A0	If yes, please provide the URL of the corresponding Web page:	<a href="http://irweb.erau.edu/CDS/2003_04/CDS_2003_04_title.htm">http://irweb.erau.edu/CDS/2003_04/CDS_2003_04_title.htm</a>	

### A1 Address Information

A1	Name of College/University:	EMBRY RIDDLE AERONAUTICAL UNIVERSITY - Extended Campus
A1	Mailing Address:	600 S. Clyde Morris Blvd.
A1	City/State/Zip/Country:	Daytona Beach, FL 32114-3900 USA
A1	Street Address (if different):	
A1	City/State/Zip/Country:	
A1	Main Phone Number:	(386) 226-6910 or (800) 522-6787
A1	WWW Home Page Address:	<a href="http://www.embryriddle.edu">www.embryriddle.edu</a>
A1	Admissions Phone Number:	(386) 226-6221
A1	Admissions Toll-Free Phone Number:	(800) 522-6787
A1	Admissions Office Mailing Address:	600 S. Clyde Morris Blvd.
A1	City/State/Zip/Country:	Daytona Beach, FL 32114-3900 USA
A1	Admissions Fax Number:	(386) 226-6984
A1	Admissions E-mail Address:	<a href="mailto:ecinfo@erau.edu">ecinfo@erau.edu</a>
A1	Is there a separate URL application site on the Internet? If so, please specify:	

### A2 Source of institutional control (Check only one):

A2	Public	
A2	Private (nonprofit)	<input checked="" type="checkbox"/>
A2	Proprietary	

### A3 Classify your undergraduate institution:

A3	Coeducational college	<input checked="" type="checkbox"/>
A3	Men's college	
A3	Women's college	

### A4 Academic year calendar:

A4	Semester	
A4	Quarter	
A4	Trimester	
A4	4-1-4	
A4	Continuous	
A4	Differs by program (describe):	
A4	Other (describe):	<input checked="" type="checkbox"/>

### A5 Degrees offered by your institution:

A5	Certificate	
A5	Diploma	
A5	Associate	<input checked="" type="checkbox"/>
A5	Transfer Associate	
A5	Terminal Associate	
A5	Bachelor's	<input checked="" type="checkbox"/>
A5	Postbachelor's certificate	
A5	Master's	<input checked="" type="checkbox"/>
A5	Post-master's certificate	
A5	Doctoral	
A5	First professional	
A5	First professional certificate	

**B. ENROLLMENT AND PERSISTENCE**

**B1 Institutional Enrollment - Men and Women** Provide numbers of students for each of the following categories as of the institution's official fall reporting date or as of October 15, 2003.

B1		FULL-TIME		PART-TIME	
		Men	Women	Men	Women
B1	<b>Undergraduates</b>				
B1	Degree-seeking, first-time freshmen	3	0	200	10
B1	Other first-year, degree-seeking	9	2	537	67
B1	All other degree-seeking	128	23	4,635	594
B1	<i>Total degree-seeking</i>	<b>140</b>	<b>25</b>	<b>5,372</b>	<b>671</b>
B1	All other undergraduates enrolled in credit courses	10	1	1,281	171
B1	<i>Total undergraduates</i>	<b>150</b>	<b>26</b>	<b>6,653</b>	<b>842</b>
B1	<b>First-Professional</b>				
B1	First-time, first-professional students				
B1	All other first-professionals				
B1	<i>Total first-professional</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
B1	<b>Graduate</b>				
B1	Degree-seeking, first-time	2	0	198	34
B1	All other degree-seeking	56	20	1894	358
B1	All other graduates enrolled in credit courses	3	0	155	25
B1	<i>Total graduate</i>	<b>61</b>	<b>20</b>	<b>2247</b>	<b>417</b>
B1	Total all undergraduates				<u>7,671</u>
B1	Total all graduate and professional students				<u>2,745</u>
B1	<b>GRAND TOTAL ALL STUDENTS</b>				<u><b>10,416</b></u>

**B2 Enrollment by Racial/Ethnic Category.** Provide numbers of undergraduate students for each of the following categories as of the institution's official fall reporting date or as of October 15, 2003. Include international students only in the category "Nonresident aliens." Complete the "Total Undergraduates" column only if you cannot provide data for the first two columns.

B2		Degree-Seeking First-Time First Year	Degree-Seeking Undergraduates (include first-time first-year)	Total Undergraduates (both degree- and non-degree-seeking)
B2	Nonresident aliens	0	67	71
B2	Black, non-Hispanic	15	503	575
B2	American Indian or Alaskan Native	0	64	73
B2	Asian or Pacific Islander	8	189	209
B2	Hispanic	11	439	495
B2	White, non-Hispanic	137	4,025	4,459
B2	Race/ethnicity unknown	42	921	1,789
B2	<b>TOTAL</b>	<b>213</b>	<b>6,208</b>	<b>7,671</b>

**Persistence**

**B3 Number of degrees awarded from July 1, 2002 to June 30, 2003**

B3	Certificate/diploma	
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B3	Associate degrees	327
B3	Bachelor's degrees	1714
B3	Postbachelor's certificates	
B3	Master's degrees	855
B3	Post-Master's certificates	
B3	Doctoral degrees	
B3	First professional degrees	
B3	First professional certificates	

**Graduation Rates**                      **\*\*Not Available**

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 2003 Web-based survey.

**For Bachelor's or Equivalent Programs**

Please provide data for the fall 1997 cohort if available. If fall 1997 cohort data are not available, provide data for the fall 1996 cohort.

**Fall 1997 Cohort**

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1997. Include in the cohort those who entered your institution during the summer term preceding fall 1997.

B4	Initial 1997 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	
B5	Of the initial 1997 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:	
B6	Final 1997 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	0
B7	Of the initial 1997 cohort, how many completed the program in four years or less (by August 31, 2001):	
B8	Of the initial 1997 cohort, how many completed the program in more than four years but in five years or less (after August 31, 2001 and by August 31, 2002):	
B9	Of the initial 1997 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2002 and by August 31, 2003):	
B10	Total graduating within six years (sum of questions B7, B8, and B9):	0
B11	Six-year graduation rate for 1997 cohort (question B10 divided by question B6):	0%

**Fall 1996 Cohort**

Report for the cohort of full-time first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 1996. Include in the cohort those who entered your institution during the summer term preceding fall 1996.

B4	Initial 1996 cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students:	
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<b>B5</b>	Of the initial 1996 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:	
<b>B6</b>	Final 1996 cohort, after adjusting for allowable exclusions: (subtract question B5 from question B4)	0
<b>B7</b>	Of the initial 1996 cohort, how many completed the program in four years or less (by August 31, 2000):	
<b>B8</b>	Of the initial 1996 cohort, how many completed the program in more than four years but in five years or less (after August 31, 2000 and by August 31, 2001):	
<b>B9</b>	Of the initial 1996 cohort, how many completed the program in more than five years but in six years or less (after August 31, 2001 and by August 31, 2002):	
<b>B10</b>	Total graduating within six years (sum of questions B7, B8, and B9):	0
<b>B11</b>	Six-year graduation rate for 1996 cohort (question B10 divided by question B6):	#DIV/0!

**For Two-Year Institutions**

Please provide data for the 2000 cohort if available. If 2000 cohort data are not available, provide data for the 1999 cohort.

**2000 Cohort**

<b>B12</b>	Initial 2000 cohort, total of first-time, full-time degree/certificate-seeking students:	
<b>B13</b>	Of the initial 2000 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:	
<b>B14</b>	Final 2000 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	0
<b>B15</b>	Completers of programs of less than two years duration (total):	
<b>B16</b>	Completers of programs of less than two years within 150 percent of normal time:	
<b>B17</b>	Completers of programs of at least two but less than four years (total):	
<b>B18</b>	Completers of programs of at least two but less than four-years within 150 percent of normal time:	
<b>B19</b>	Total transfers-out (within three years) to other institutions:	
<b>B20</b>	Total transfers to two-year institutions:	
<b>B21</b>	Total transfers to four-year institutions:	

**1999 Cohort**

<b>B12</b>	Initial 1999 cohort, total of first-time, full-time degree/certificate-seeking students:	
<b>B13</b>	Of the initial 1999 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:	
<b>B14</b>	Final 1999 cohort, after adjusting for allowable exclusions (Subtract question B13 from question B12):	0
<b>B15</b>	Completers of programs of less than two years duration (total):	
<b>B16</b>	Completers of programs of less than two years within 150 percent of normal time:	
<b>B17</b>	Completers of programs of at least two but less than four years (total):	
<b>B18</b>	Completers of programs of at least two but less than four-years within 150 percent of normal time:	
<b>B19</b>	Total transfers-out (within three years) to other institutions:	

<b>B20</b>	Total transfers to two-year institutions:	
<b>B21</b>	Total transfers to four-year institutions:	

**Retention Rates**

**\*\*Not Available**

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in fall 2002 (or the preceding summer term). The initial cohort may be adjusted for students who departed for the following reasons: death, permanent disability, service in the armed forces, foreign aid service of the federal government or official church missions. No other adjustments to the initial cohort should be made.

<b>B22</b>	For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in fall 2002 (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in fall 2003?	
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## 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 2003. 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 subsequently offered admission.

C1	Total first-time, first-year (freshman) men who applied	<b>**Not Available</b>
C1	Total first-time, first-year (freshman) women who applied	

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

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

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

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

	Yes	No
C2	Do you have a policy of placing students on a waiting list?	X

C2 If yes, please answer the questions below for fall 2003 admissions:

C2	Number of qualified applicants placed on waiting list	
C2	Number accepting a place on the waiting list	
C2	Number of wait-listed students admitted	

### 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	
C4	Recommend	
C4	Neither require nor recommend	X

**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.

C5		<b>Units Required</b>	<b>Units Recommended</b>	<b>**Not Applicable</b>
C5	Total academic units			
C5	English			
C5	Mathematics			
C5	Science			

C5	Of these, units that must be lab		
C5	Foreign language		
C5	Social studies		
C5	History		
C5	Academic electives		
C5	Other (specify)		

**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:

C6	Open admission policy as described above for all students	
C6	Open admission policy as described above for most students, but--	
C6	selective admission for out-of-state students	
C6	selective admission to some programs	
C6	other (explain)	

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

C7		Very Important	Important	Considered	Not Considered
C7	<b>Academic</b>				
C7	Secondary school record				X
C7	Class rank				X
C7	Recommendation(s)				X
C7	Standardized test scores				X
C7	Essay				X
C7	<b>Nonacademic</b>				
C7	Interview				X
C7	Extracurricular activities				X
C7	Talent/ability				X
C7	Character/personal qualities				X
C7	Alumni/ae relation				X
C7	Geographical residence				X
C7	State residency				X
C7	Religious affiliation/commitment				X
C7	Minority status				X
C7	Volunteer work				X
C7	Work experience				X

**SAT and ACT Policies**

C8 **Entrance exams**

C8		Yes	No
C8A	Does your institution make use of SAT I, SAT II, or ACT scores in admission decisions for first-time, first-year, degree-seeking applicants?		X

C8A If yes, place check marks in the appropriate boxes below to reflect your institution's policies for use in admission.

C8A		ADMISSION				
C8A		Require	Recommend	Require for Some	Consider if Submitted	Not Used
C8A	SAT I					
C8A	ACT					



C8A	SAT I or ACT (no preference)				
C8A	SAT I or ACT--SAT I preferred				
C8A	SAT I or ACT--ACT preferred				
C8A	SAT I and SAT II				
C8A	SAT I and SAT II or ACT				
C8A	SAT II				

C8A In addition, does your institution use applicants' test scores for placement or counseling?

C8A		Yes	No
C8A	Placement		X
C8A	Counseling		X

C8B Does your institution use the SAT I or II or the ACT for **placement only**? If so, please mark the appropriate boxes below:

C8B		PLACEMENT		
C8B		Require	Recommend	Require for Some
C8B	SAT I			
C8B	SAT II			
C8B	ACT			
C8B	SAT I or ACT			

C8C	Latest date by which SAT I or ACT scores must be received for fall-term admission	
C8C	Latest date by which SAT II scores must be received for fall-term admission	

C8D 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):

C8D

**Freshman Profile** \*\*Not Available

Provide percentages for **ALL enrolled, degree-seeking, full-time and part-time, first-time, first-year (freshman) students** enrolled in fall 2003, 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 2003 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 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.

C9	Percent submitting SAT scores		Number submitting SAT scores	
C9	Percent submitting ACT scores		Number submitting ACT scores	

C9		25th Percentile	75th Percentile
C9	SAT I Verbal		
C9	SAT I Math		
C9	ACT Composite		
C9	ACT English		
C9	ACT Math		

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

C9		SAT I Verbal	SAT I Math
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C9	700-800			
C9	600-699			
C9	500-599			
C9	400-499			
C9	300-399			
C9	200-299			
	Totals should = 100%	0.00%	0.00%	
C9		ACT Composite	ACT English	ACT Math
C9	30-36			
C9	24-29			
C9	18-23			
C9	12-17			
C9	6-11			
C9	Below 6			
	Totals should = 100%	0.00%	0.00%	0.00%

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			
C10	Percent in top quarter of high school graduating class			
C10	Percent in top half of high school graduating class			Top half +
C10	Percent in bottom half of high school graduating class			bottom half = 100%
C10	Percent in bottom quarter of high school graduating class			
C10	Percent of total first-time, first-year (freshmen) 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.

C11	Percent who had GPA of 3.0 and higher		
C11	Percent who had GPA between 2.0 and 2.99		
C11	Percent who had GPA between 1.0 and 1.99		
C11	Percent who had GPA below 1.0		
	Totals should = 100%	0.00%	
C12	Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA:		
C12	Percent of total first-time, first-year (freshman) students who submitted high school GPA:		

**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	

**C14 Application closing date**

C14		Yes	No
C14	Does your institution have an application closing date?		X
C14	Application closing date (fall):		
C14	Priority date:		

C15		Yes	No
-----	--	-----	----

<b>C15</b>	<b>Are first-time freshmen accepted for terms other than the fall?</b>	X	
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**C16 Notification to applicants of admission decision sent (fill in one only)**

<b>C16</b>	On a rolling basis beginning (date):	
<b>C16</b>	By (date):	
<b>C16</b>	Other:	

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

<b>C17</b>	Must reply by (date):	
<b>C17</b>	No set date:	
<b>C17</b>	Must reply by May 1 or within _____ weeks if notified thereafter	
<b>C17</b>	Other: Within 75 days prior to start of term	

**C18 Deferred admission**

<b>C18</b>		Yes	No
<b>C18</b>	Does your institution allow students to postpone enrollment after admission?	X	
<b>C18</b>	If yes, maximum period of postponement:	1 yr.	

**C19 Early admission of high school students**

<b>C19</b>		Yes	No
<b>C19</b>	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?		X

**C20 Common Application**

<b>C20</b>		Yes	No
<b>C20</b>	Will you accept the Common Application distributed by the National Association of Secondary School Principals if submitted?		X
<b>C20</b>	If "yes," are supplemental forms required?		X
<b>C20</b>	Is your college a member of the Common Application Group?		X

**Early Decision and Early Action Plans**

**C21 Early Decision**

<b>C21</b>		Yes	No
<b>C21</b>	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?		X

**C21 If "yes," please complete the following:**

<b>C21</b>	First or only early decision plan closing date	
<b>C21</b>	First or only early decision plan notification date	
<b>C21</b>	Other early decision plan closing date	
<b>C21</b>	Other early decision plan notification date	

**C21 For the Fall 2003 entering class:**

<b>C21</b>	Number of early decision applications received by your institution	
<b>C21</b>	Number of applicants admitted under early decision plan	

<b>C21</b>	Please provide significant details about your early decision plan:	
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**C22 Early action**

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C22		Yes	No
C22	Do you have a nonbinding early action plan whereby students are notified of an admission decision well in advance of the regular notification date B27but do not have to commit to attending your college?		X
C22	If "yes," please complete the following:		
C22	Early action closing date		
C22	Early action notification date		

**D. TRANSFER ADMISSION**

**Fall Applicants**

D1		Yes	No
D1	Does your institution enroll transfer students? (If no, please skip to Section E)	X	
D1	If yes, may transfer students earn advanced standing credit by transferring credits earned from course work completed at other colleges/universities?	X	

D2 Provide the number of students who applied, were admitted, and enrolled as degree-seeking transfer students in fall 2003.

D2		Applicants	Admitted Applicants	Enrolled Applicants	<b>**Not Available</b>
D2	Men				
D2	Women				
D2	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Application for Admission**

D3 Indicate terms for which transfers may enroll:

D3	Fall	<input checked="" type="checkbox"/>
D3	Winter	<input checked="" type="checkbox"/>
D3	Spring	<input checked="" type="checkbox"/>
D3	Summer	<input checked="" type="checkbox"/>

D4		Yes	No
D4	Must a transfer applicant have a minimum number of credits completed or else must apply as an entering freshman?		X
D4	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:

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	If a minimum high school grade point average is required of transfer applicants, specify (on a 4.0 scale):	N/A
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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 and a combined 2.00 of all institutions attended

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
D9	Fall				X
D9	Winter				X
D9	Spring				X
D9	Summer				X

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

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:

	Number	Unit Type
D13 Maximum number of credits or courses that may be transferred from a two-year institution:		

	Number	Unit Type
D14 Maximum number of credits or courses that may be transferred from a four-year institution:		

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

D16 Minimum number of credits that transfers must complete at your institution to earn a bachelor's degree:

D17 Describe other transfer credit policies:

**E. ACADEMIC OFFERINGS AND POLICIES**

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

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

E3	Arts/fine arts	
E3	Computer literacy	X
E3	English (including composition)	X
E3	Foreign languages	
E3	History	
E3	Humanities	
E3	Mathematics	X
E3	Philosophy	
E3	Sciences (biological or physical)	X
E3	Social science	
E3	Other (describe):	

**Library Collections**

Report the number of holdings at the end of the 2002-03 fiscal year for each of the categories below. Refer to the Academic Libraries Survey, Section D "Library Collections," lines 22-26, column 2 for corresponding equivalents.

E4	Books, serial backfiles, and other paper materials (including government documents) [line 22]:	143,515
E5	Current serial subscriptions [line 26]:	761
E6	Microforms [line 24]:	295,779
E7	Audiovisual materials [line 25]:	7,534
E8	E-books [line 23]:	-

**F. STUDENT LIFE**

**\*\*Not Applicable**

**F1** Percentages of first-time, first-year (freshman) students and all degree-seeking undergraduates enrolled in fall 2003 who fit the following categories:

F1		First-time, first-year (freshman) students	Undergraduates
F1	Percent who are from out of state (exclude international/nonresident aliens)		
F1	Percent of men who join fraternities		
F1	Percent of women who join sororities		
F1	Percent who live in college-owned, -operated, or -affiliated housing		
F1	Percent who live off campus or commute		
F1	Percent of students age 25 and older		
F1	Average age of full-time students		
F1	Average age of all students (full- and part-time)		

**F2 Activities offered** Identify those programs available at your institution.

F2	Choral groups	
F2	Concert band	
F2	Dance	
F2	Drama/theater	
F2	Jazz band	
F2	Literary magazine	
F2	Marching band	
F2	Music ensembles	
F2	Musical theater	
F2	Opera	
F2	Pep band	
F2	Radio station	
F2	Student government	
F2	Student newspaper	
F2	Student-run film society	
F2	Symphony orchestra	
F2	Television station	
F2	Yearbook	

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

F3		On Campus	At Cooperating Institution	Name of Cooperating Institution
F3	Army ROTC is offered:			
F3	Naval ROTC is offered:			
F3	Air Force ROTC is offered:			

**F4 Housing:** Check all types of college-owned, -operated, or -affiliated housing available for undergraduates at your institution.

F4	Coed dorms	
F4	Men's dorms	
F4	Women's dorms	



F4	Apartments for married students	
F4	Apartments for single students	
F4	Special housing for disabled students	
F4	Special housing for international students	
F4	Fraternity/sorority housing	
F4	Cooperative housing	
F4	Other housing options (specify):	

## G. ANNUAL EXPENSES

**Provide 2004-2005 academic year costs of attendance for the following categories that are applicable to your institution.**

Check here if your institution's 2004-2005 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 2004-2005 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 2004-2005 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
G1	PRIVATE INSTITUTIONS		
G1	Tuition:	\$169 - \$215 per cr.	\$169 - \$215 per cr.
G1	PUBLIC INSTITUTIONS		
	Tuition:		
	In-district		
G1	PUBLIC INSTITUTIONS		
	In-state (out-of-district):		
G1	PUBLIC INSTITUTIONS		
	Out-of-state:		
G1	NONRESIDENT ALIENS		
	Tuition:	\$169 - \$215 per cr.	\$169 - \$215 per cr.
G1	REQUIRED FEES:		
G1	ROOM AND BOARD:		
	(on-campus)		<b>N/App.</b>
G1	ROOM ONLY:		
	(on-campus)		
G1	BOARD ONLY:		
	(on-campus meal plan)		
G1	Comprehensive tuition and room and board fee (if your college cannot provide separate tuition and room and board fees):		
G1	Other:		
G2		Minimum	Maximum

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<b>G2</b>	Number of credits per term a student can take for the stated full-time tuition		
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<b>G3</b>		Yes	No
<b>G3</b>	Do tuition and fees vary by year of study (e.g., sophomore, junior, senior)?		

<b>G4</b>	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**

<b>G5</b>		Residents	Commuters (living at home)	Commuters (not living at home)
<b>G5</b>	Books and supplies			
<b>G5</b>	Room only			
<b>G5</b>	Board only			
<b>G5</b>	Transportation			
<b>G5</b>	Other expenses			

**G6** Undergraduate per-credit-hour charges

<b>G6</b>	PRIVATE INSTITUTIONS:	\$169 - \$215 per cr.
<b>G6</b>	PUBLIC INSTITUTIONS In-district:	
<b>G6</b>	PUBLIC INSTITUTIONS In-state (out-of-district):	
<b>G6</b>	PUBLIC INSTITUTIONS Out-of-state:	
<b>G6</b>	NONRESIDENT ALIENS:	\$169 - \$215 per cr.

**H. FINANCIAL AID**

**Aid Awarded to Enrolled Undergraduates**

Enter total dollar amounts **awarded** to enrolled 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. (Note: If the data being reported are final figures for the 2002-2003 academic year (see the next item below), use the 2002-2003 academic year's CDS Question B1 cohort.) 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 entry for “non-need-based scholarship or grant aid” on the last page of the definitions section.)

H1		2003-2004 estimated	2002-2003 final
H1	Indicate the academic year for which data are reported for items H1, H2, H2A, and H6 below:	X	

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

H3	Federal methodology (FM)	X
H3	Institutional methodology (IM)	
H3	Both FM and IM	

H1		Need-based \$ (Include non-need-based aid used to meet need.)	Non-need-based \$ (Exclude non-need-based aid used to meet need.)
H1	<b>Scholarships/Grants</b>		
H1	Federal	\$1,949,213	\$0
H1	State (i.e., all states, not only the state in which your institution is located)	\$724,930	\$115,156
H1	Institutional (endowment, alumni, or other institutional awards) and external funds awarded by the college excluding athletic aid and tuition waivers (which are reported below)	\$8,223	
H1	Scholarships/grants from external sources (e.g., Kiwanis, National Merit) not awarded by the college	\$16,700	\$6,976
H1	<b>Total Scholarships/Grants</b>	<b>\$2,699,066</b>	<b>\$122,132</b>
H1	<b>Self-Help</b>		
H1	Student loans from all sources (excluding parent loans)	\$4,642,936	\$1,459,779
H1	Federal Work-Study	\$0	
H1	State and other (e.g., institutional) work-study/employment (Note: Excludes Federal Work-Study captured above.)	\$0	
H1	<b>Total Self-Help</b>	<b>\$4,642,936</b>	<b>\$1,459,779</b>
H1	<b>Other</b>		
H1	Parent Loans	\$62,002	\$126,214
H1	Tuition Waivers Reporting is optional. Report tuition waivers in this row if you choose to report them. Do not report tuition waivers elsewhere.	\$72,845	\$4,026
H1	Athletic Awards	\$0	\$0

**H2 Number of Enrolled Students Awarded Aid:** List the number of degree-seeking full-time and less-than-full-time undergraduates who applied for and were awarded financial aid from any source. **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 awarded 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.

H2		First-time Full-time Freshmen	Full-time Undergraduate (Incl. Fresh.)	Less Than Full-time Undergraduate
H2	a) Number of degree-seeking undergraduate students (CDS Item B1 if reporting on Fall 2003 cohort)	3	165	6043
H2	b) Number of students in line <b>a</b> who applied for need-based financial aid	0	38	1022
H2	c) Number of students in line <b>b</b> who were determined to have financial need	0	34	763
H2	d) Number of students in line <b>c</b> who were awarded any financial aid	0	16	694
H2	e) Number of students in line <b>d</b> who were awarded any need-based scholarship or grant aid	0	0	386
H2	f) Number of students in line <b>d</b> who were awarded any need-based self-help aid	0	0	630
H2	g) Number of students in line <b>d</b> who were awarded any non-need-based scholarship or grant aid	0	0	51
H2	h) Number of students in line <b>d</b> whose need was fully met (exclude PLUS loans, unsubsidized loans, and private alternative loans)	0	0	0
H2	i) On average, the percentage of need that was met of students who were awarded any need-based aid. Exclude any aid that was awarded in excess of need as well as any resources that were awarded to replace EFC (PLUS loans, unsubsidized loans, and private alternative loans)	0.0%	0.0%	0.0%
H2	j) The average financial aid package of those in line <b>d</b> . Exclude any resources that were awarded to replace EFC (PLUS loans, unsubsidized loans, and private alternative loans)	\$ -	\$ 5,206	\$ 6,948
H2	k) Average need-based scholarship and grant award of those in line <b>e</b>	\$ -	\$ 3,156	\$ 2,330
H2	l) Average need-based self-help award (excluding PLUS loans, unsubsidized loans, and private alternative loans) of those in line <b>f</b>	\$ -	\$ 2,201	\$ 3,509
H2	m) Average need-based loan (excluding PLUS loans, unsubsidized loans, and private alternative loans) of those in line <b>f</b> who were awarded a need-based loan	\$ -	\$ 2,201	\$ 3,509

**H2A Number of Enrolled Students Awarded Non-need-based Scholarships and Grants:** List the number of degree-seeking full-time and less-than-full-time undergraduates who had no financial need and who were awarded institutional--not external--non-need-based scholarship or grant aid. Numbers should reflect the cohort awarded 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.

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H2A		First-time Full-time Freshmen	Full-time Undergrad (Incl. Fresh.)	Less Than Full-time Undergrad
H2A	n) Number of students in line <b>a</b> who had no financial need and who were awarded institutional non-need-based scholarship or grant aid (exclude those who were awarded athletic awards and tuition benefits)	0	0	41
H2A	o) Average dollar amount of institutional non-need-based scholarship and grant aid awarded to students in line <b>n</b>	\$ 0	\$ 0	\$ 2,791
H2A	p) Number of students in line <b>a</b> who were awarded an institutional non-need-based athletic scholarship or grant	0	0	0
H2A	q) Average dollar amount of institutional non-need-based athletic scholarships and grants awarded to students in line <b>p</b>	\$ 0	\$ 0	\$ 0

H3 Incorporated into H1 above.

H4	Provide the percentage of the 2003 undergraduate class who graduated between July 1, 2002 and June 30, 2003 and borrowed at any time through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; exclude parent loans). Include only students who borrowed while enrolled at your institution.	33%
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H5	Report the average per-borrower cumulative undergraduate indebtedness of those in line H4. Do not include money borrowed at other institutions:	\$7,715
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**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	
H6	Institutional scholarship or grant aid is not available	X

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:	
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H6	Average dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:	
----	--	--

H6	Total dollar amount of institutional financial aid awarded to undergraduate degree-seeking nonresident aliens:	
----	--	--

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

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

H7	FAFSA	X
H7	Institution's own financial aid form	

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H7	CSS/Financial Aid PROFILE	
H7	State aid form	
H7	Noncustodial (Divorced/Separated) Parent's Statement	
H7	Business/Farm Supplement	
H7	Other (specify):	

H8 Check off all financial aid forms nonresident alien first-year financial aid applicants must submit:

H8	Institution's own financial aid form	
H8	CSS/Financial Aid PROFILE	
H8	Foreign Student's Financial Aid Application	
H8	Foreign Student's Certification of Finances	
H8	Other (specify):	

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

H9	Priority date for filing required financial aid forms:	4/15
H9	Deadline for filing required financial aid forms:	
H9	No deadline for filing required forms (applications processed on a rolling basis):	X

H10 Indicate notification dates for first-year (freshman) students (answer a or b):

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

H11 Indicate reply dates:

H11	Students must reply by (date):	
H11	or within _____ weeks of notification.	2

**Types of Aid Available**

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

H12 Loans

H12 FEDERAL DIRECT STUDENT LOAN PROGRAM (DIRECT LOAN)

H12	Direct Subsidized Stafford Loans	X
H12	Direct Unsubsidized Stafford Loans	X
H12	Direct PLUS Loans	X

H12 FEDERAL FAMILY EDUCATION LOAN PROGRAM (FFEL)

H12	FFEL Subsidized Stafford Loans	
H12	FFEL Unsubsidized Stafford Loans	
H12	FFEL PLUS Loans	

H12	Federal Perkins Loans	
H12	Federal Nursing Loans	
H12	State Loans	
H12	College/university loans from institutional funds	
H12	Other (specify):	

H13 Scholarships and Grants

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H13 NEED-BASED:

H13	Federal Pell	X
H13	SEOG	
H13	State scholarships/grants	X
H13	Private scholarships	X
H13	College/university scholarship or grant aid from institutional funds	X
H13	United Negro College Fund	
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	Academics		
H14	Alumni affiliation	X	X
H14	Art		
H14	Athletics		
H14	Job skills		
H14	ROTC		
H14	Leadership		X
H14	Minority status		
H14	Music/drama		
H14	Religious affiliation		
H14	State/district residency		



## I. INSTRUCTIONAL FACULTY AND CLASS SIZE

**I1 Please report the number of instructional faculty members in each category for Fall 2003.**

The following definition of instructional faculty is used by the American Association of University Professors (AAUP) in its annual Faculty Compensation Survey. 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.

Institutions are asked to EXCLUDE:

- (a) instructional faculty in preclinical and clinical medicine
- (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,
- (c) undergraduate or graduate students who assist in the instruction of courses, but have titles such as teaching assistant, teaching fellow, and the like
- (d) faculty on leave without pay, and
- (e) replacement faculty for faculty on sabbatical leave.

*Full-time:* faculty employed on a full-time basis

*Part-time:* faculty teaching less than two semesters, three quarters, two trimesters, or two four-month sessions. Also includes adjuncts and part-time instructors.

*Minority faculty:* includes faculty who designate themselves as black, non-Hispanic; American Indian or Alaskan native; Asian or Pacific Islander; or Hispanic.

*Doctorate:* includes such degrees as Doctor of Education, Doctor of Juridical Science, Doctor of Public Health, and Doctor of Philosophy degree in any field such as agronomy, food technology, education, engineering, public administration, ophthalmology, or radiology.

*First-professional:* includes the fields of dentistry (DDS or DMD), medicine (MD), optometry (OD), osteopathic medicine (DO), pharmacy (DPharm or BPharm), podiatric medicine (DPM), veterinary medicine (DVM), chiropractic (DC or DCM), law (JD) and theological professions (MDiv, MHL).

*Terminal degree:* the highest degree in a field: example, M. Arch (architecture) and MFA (master of fine arts).

I1		Full-Time	Part-Time	Total
I1	a) Total number of instructional faculty	109	3390	3499
I1	b) Total number who are members of minority groups	7	309	316
I1	c) Total number who are women	13	571	584
I1	d) Total number who are men	96	2819	2915
I1	e) Total number who are nonresident aliens (international)	0	0	0
I1	f) Total number with doctorate, first professional, or other terminal degree	48	648	696
I1	g) Total number whose highest degree is a master's but not a terminal master's	60	2510	2570
I1	h) Total number whose highest degree is a bachelor's	1	165	166
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	67	67

**I2 Student to Faculty Ratio**

Report the Fall 2003 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 2003 Student to Faculty ratio	N/A	to 1.
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**13 Undergraduate Class Size**

In the table below, please use the following definitions to report information about the size of classes and class sections offered in the Fall 2003 term.

**Class Sections:** A class section is an organized course offered for credit, identified by discipline and number, meeting at a stated time or times in a classroom or similar setting, and not a subsection such as a laboratory or discussion session. Undergraduate class sections are defined as any sections in which at least one degree-seeking undergraduate student is enrolled for credit. Exclude distance learning classes and noncredit classes and individual instruction such as dissertation or thesis research, music instruction, or one-to-one readings. Exclude students in independent study, co-operative programs, internships, foreign language taped tutor sessions, practicums, and all students in one-on-one classes. Each class section should be counted only once and should not be duplicated because of course catalog cross-listings.

**Class Subsections:** A class subsection includes any subsection of a course, such as laboratory, recitation, and discussion subsections that are supplementary in nature and are scheduled to meet separately from the lecture portion of the course. Undergraduate subsections are defined as any subsections of courses in which degree-seeking undergraduate students enrolled for credit. As above, exclude noncredit classes and individual instruction such as dissertation or thesis research, music instruction, or one-to-one readings. Each class subsection should be counted only once and should not be duplicated because of cross-listings.

Using the above definitions, please report for each of the following class-size intervals the number of class sections and class subsections offered in Fall 2003. For example, a lecture class with 800 students who met at another time in 40 separate labs with 20 students should be counted once in the "100+" column in the class section column and 40 times under the "20-29" column of the class subsections table.

**\*\*Not Available**

**13 Number of Class Sections with Undergraduates Enrolled**

**13 Undergraduate Class Size (provide numbers)**

13	<b>CLASS 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>
13									0

13	<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>
13									0

## J. DEGREES CONFERRED

**J1 Degrees conferred between July 1, 2002 and June 30, 2003 (Reference: IPEDS Completions, Part A)**

J1 For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor degrees awarded.

J1	Category	Diploma/Certificates	Associate	Bachelor's	CIP 1990 Categories to Include	CIP 2000 Categories to Include
J1	Agriculture				1 and 2	1
J1	Architecture				4	4
J1	Area and ethnic studies				5	5
J1	Biological/life sciences				26	26
J1	Business/marketing		10.00%	13.00%	8 and 52	52
J1	Communications/communication technologies				9 and 10	9 and 10
J1	Computer and information sciences				11	11
J1	Education				13	13
J1	Engineering/engineering technologies				14 and 15	14 and 15
J1	English				23	23
J1	Foreign languages and literature				16	16
J1	Health professions and related sciences				51	51
J1	Home economics and vocational home economics				19 and 20	19
J1	Interdisciplinary studies				30	30
J1	Law/legal studies				22	22
J1	Liberal arts/general studies				24	24
J1	Library science				25	25
J1	Mathematics				27	27
J1	Military science and technologies				28 and 29	29
J1	Natural resources/environmental science				3	3
J1	Parks and recreation				31	31
J1	Personal and miscellaneous services				12	12
J1	Philosophy, religion, theology				38 and 39	38 and 39
J1	Physical sciences				40 and 41	40 and 41
J1	Protective services/public administration				43 and 44	43 and 44
J1	Psychology				42	42
J1	Social sciences and history				45	45 and 54
J1	Trade and industry		90.00%	87.00%	46, 47, 48, and 49	46, 47, 48, and 49
J1	Visual and performing arts				50	50
J1	Other					
J1	<b>TOTAL (should = 100%)</b>	<b>0.00%</b>	<b>100.00%</b>	<b>100.00%</b>		