

# Common Data Set 2002-2003

## A. GENERAL INFORMATION

### A1. Address Information

Southern Utah University  
351 West Center  
Cedar City, Utah 84720

Main Phone Number: (435) 586-7700

WWW Home Page Address: <http://www.suu.edu>

Admissions Phone Number: (435) 586-7740

Admissions Toll-free Number: none available

Admissions Office Mailing Address:

Southern Utah University  
Admissions Office  
351 West Center  
Cedar City, Utah 84720

Admissions Fax Number: (435) 865-8223

Admissions E-mail Address: [adminfo@suu.edu](mailto:adminfo@suu.edu)

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**B. ENROLLMENT AND PERSISTENCE**

**B1. Institutional Enrollment—Men and Women**

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**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, 2002. 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.

	<b>Degree-seeking First-time First year</b>	<b>Degree-seeking Undergraduates</b>
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### C. FIRST-TIME, FIRST-YEAR (FRESHMAN) ADMISSION

#### Applications

**C1. First-time, first-year (freshman) students:** Provide the number of degree-seeking, first-time, first-year students who applied, were admitted, and enrolled (full- or part-time) in fall 2002. 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have been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution).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.

Total first-time, first-year (freshman) men who applied	<u>490</u>
Total first-time, first-year (freshman) women who applied	<u>908</u>
Total first-time, first-year (freshman) men who were admitted	<u>388</u>
Total first-time, first-year (freshman) women who were admitted	<u>750</u>
Total full-time, first-time, first-year (freshman) men who enrolled	<u>197</u>
Total part-time, first-time, first-year (freshman) men who enrolled	<u>26</u>
Total full-time, first-time, first-year (freshman) women who enrolled	<u>401</u>
Total part-time, first-time, first-year (freshman) women who enrolled	<u>42</u>

**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  
If yes, please answer the questions below for fall 2002 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?**

- Require  
 Recommend  
 Neither require nor recommend

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

	Units Required	Units Recommended
Total academic units		
English		4 yrs (Composition and Literature emphasis)
Mathematics		3 yrs (at least 2 of which are elementary algebra or beyond)
Science		2 yrs
Of these, units that must be lab		1 yr
Foreign language		
Social studies		2 yrs (1 of which is American History and Government)
History		
Academic electives		
Other		

### 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Essay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<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"/>

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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 2002, 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 2002 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.

Percent submitting SAT scores	<u>5.7</u>	Number submitting SAT scores	<u>44</u>
Percent submitting ACT scores	<u>94.3</u>	Number submitting ACT scores	<u>727</u>

	25th Percentile	75th Percentile
SAT I Verbal	450	550
SAT I Math	440	540
ACT Composite	18	24
ACT English	17	24
ACT Math	17	23

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

	SAT I Verbal	SAT I Math
700-800		
600-699	18.18	13.64
500-599	27.27	38.64
400-499	40.91	38.64
300-399	11.36	9.09
200-299	2.27	0

	ACT Composite	ACT English	ACT Math
30-36	2.06	4.96	1.79
24-29	24.35	22.15	18.57
18-23	55.57	45.80	47.04
12-17	18.02	23.25	32.60
6-11	0	3.85	0
Below 6	0	0	0

**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 tenth of high school graduating class	<u>17.6</u>
Percent in top quarter of high school graduating class	<u>41.8</u>
Percent in top half of high school graduating class	<u>76.4</u>
Percent in bottom half of high school graduating class	<u>23.6</u>
Percent in bottom quarter of high school graduating class	<u>3.6</u>

Percent of total first-time, first-year (freshman) students who submitted high school class rank: 72.1



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**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	<u>81.31%</u>
Percent who had GPA between 2.0 and 2.99	<u>18.69%</u>
Percent who had GPA between 1.0 and 1.99	<u>0</u>
Percent who had GPA below 1.0	<u>0</u>

**C12. Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA:**  
3.39

Percent of total first-time, first-year (freshman) students who submitted high school GPA: 82.5

### Admission Policies

**C13. Application fee**

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



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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)

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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.

	<b>Priority Date</b>	<b>Closing Date</b>	<b>Notification Date</b>	<b>Reply Date</b>	<b>Rolling Admission</b>
Fall					X
Winter					
Spring					X
Summer					X

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

**D11.** Describe additional requirements for transfer admission, if applicable:

None

### **Transfer Credit Policies**

**D12.** Report the lowest grade earned for any course that may be transferred for credit:   D

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### E. ACADEMIC OFFERINGS AND POLICIES

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

Accelerated program

Cooperative (work-study) program

Cross-registration

Honors program

Independent study

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

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

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

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### G. ANNUAL EXPENSES

**Provide 2003-2004 academic year costs for the following categories that are applicable to your institution.**

Check here if your institution's 2003-2004 academic year costs are not available at this time and provide an approximate date (i.e., month/day) when your institution's final 2003-2004 academic year costs 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 2003-2004 academic year (30 semester hours 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
PRIVATE INSTITUTIONS:		
PUBLIC INSTITUTIONS In-district:		
In-state (out-of-district):	1888	1888
Out-of-state:	6882	6882
NONRESIDENT ALIENS:		
REQUIRED FEES:	462	462
ROOM AND BOARD: (on-campus)	5224	5224
ROOM ONLY: (on-campus)	2314	2314
BOARD ONLY: (on-campus meal plan)	2910	2910

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

Other: \_\_\_\_\_

**G2. Number of credits per term a student can take for the stated full-time tuition**      10 minimum    20 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:**

	Residents	Commuters (living at home)	Commuters (not living at home)
Books and supplies:	1036	1036	1036
Room only:			2314
Board only:		2910	2910
Transportation:	1680	1680	1680
Other expenses:	1800	1800	1800

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

PRIVATE INSTITUTIONS:	
PUBLIC INSTITUTIONS In-district:	
In-state (out-of-district):	122
Out-of-state:	369
NONRESIDENT ALIENS:	369



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### 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. (Note: If the data being reported are final figures for the 2001-2002 academic year (see the next item below), use the 2001-2002 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 column.** (For a suggested order of precedence in assigning categories of aid to cover need, see the entry for “non-need-based gift aid” on the last page of the definitions section.)

Indicate the academic year for which data are reported for items **H1**, **H2**, **H2A**, and **H6** below:

2002-2003 estimated or  2001-2002 final

#### Need-based

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**H2. Number of Enrolled Students Receiving Aid:** 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.

**First-time**      **Full-time**  
**Full-time**  
**Freshmen**

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**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 the 2002 undergraduate class who graduated between July 1, 2001 and June 30, 2002 and borrowed through any loan programs (federal, state, subsidized, unsubsidized, private, etc.; exclude parent loans). Include only students who borrowed while enrolled at your institution. 60 %

**H5.** Average per-borrower cumulative undergraduate indebtedness of those in line H4. Do not include money borrowed at other institutions: \$ 11,081

**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 financial aid for undergraduate degree-seeking nonresident aliens:

- College-administered need-based financial aid is available  
 College-administered non-need-based financial aid is available  
 College-administered financial aid is not available

If college-administered financial aid is available for undergraduate degree-seeking nonresident aliens, provide the number of undergraduate degree-seeking nonresident aliens who received need-based or non-need-based aid: 41

Average dollar amount awarded to undergraduate degree-seeking nonresident aliens: \$ 4940

Total dollar amount of financial aid from all sources awarded to all undergraduate degree-seeking nonresident aliens: \$ 202,542

### Process for First-Year/Freshman Students

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

- 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 nonresident alien first-year financial aid applicants must submit:

- 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: \_\_\_\_\_

Deadline for filing required financial aid forms: \_\_\_\_\_

No deadline for filing required forms (applications processed on a rolling basis):

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

a.) Students notified on or about (date): \_\_\_\_\_

b.) Students notified on a rolling basis: yes If yes, starting date: February 2003

**H11.** Indicate reply dates:

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

### 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): \_\_\_\_\_

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### I. INSTRUCTIONAL FACULTY AND CLASS SIZE

#### I-1. Please report number of instructional faculty members in each category for Fall 2002.

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.

faculty employed on a full-time basis

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

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

: 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.

**I-3. Undergraduate Class Size**

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### J. DEGREES CONFERRED

**Degrees conferred between July 1, 2001 and June 30, 2002**

**Reference: IPEDS Completions, Part A**

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

<b>Category</b>	<b>Diploma/ Certificates</b>	<b>Associate</b>	<b>Bachelor's</b>	<b>CIP 1990 Categories to Include</b>
Agriculture	2 or 11.8%	2 or 3.2	6 or .6%	1 and 2
Architecture				4
Area and ethnic studies				5
Biological/life sciences			46 or 5.0%	26
Business/marketing	3 or 17.6%	10 or 15.9%	136 or 14.7%	8 and 52
Communications/communication technologies			73 or 7.9%	9 and 10
Computer and information sciences		3 or 4.8%	53 or 5.7%	11
Education			268 or 29.0%	13
Engineering/engineering technologies			12 or 1.3%	14 and 15
English			28 or 3.0%	23
Foreign languages and literature			24 or 2.6%	16
Health professions and related sciences				51
Home economics and vocational home economics		14 or 22.2%	28 or 3.0%	19 and 20
Interdisciplinary studies			15 or 1.6%	30
Law/legal studies		1 or 1.6%		22
Liberal arts/general studies				24
Library science				25
Mathematics			7 or .8%	27
Military science and technologies				28 and 29
Natural resources/environmental science				3
Parks and recreation				31
Personal and miscellaneous services				12
Philosophy, religion, theology				38 and 39
Physical sciences			15 or 1.6%	40 and 41

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### Common Data Set Definitions 2002

- ◆ **All definitions related to the financial aid section appear at the end of the Definitions document.**
- ◆ Items preceded by an asterisk (\*) represent definitions agreed to among publishers which do not appear on the CDS document but may be present on individual publishers' surveys.

**\*Academic advisement:** Plan under which each student is assigned to a faculty member or a trained adviser, who, through regular meetings, helps the student plan and implement immediate and long-term academic and vocational goals.

**Accelerated program:** Completion of a college program of study in fewer than the usual number of years, most often by attending summer sessions and carrying extra courses during the regular academic term.

**Admitted student:** Applicant who is offered admission to a degree-granting program at your institution.

**\*Adult student services:** Admission assistance, support, orientation, and other services expressly for adults who have started college for the first time, or who are re-entering after a lapse of a few years.

**American Indian or Alaska native:** A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

**Applicant (first-time, first year):** An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution).

**Application fee:** That amount of money that an institution charges for processing a student's application for acceptance. This amount is not creditable toward tuition and required fees, nor is it refundable if the student is not admitted to the institution.

**Asian or Pacific Islander:** A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam.

**Associate degree:** An award that normally requires at least two but less than four years of full-time equivalent college work.

**Bachelor's degree:** An award (baccalaureate or equivalent degree, as determined by the Secr



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**Certificate:** See **Postsecondary award, certificate, or diploma.**

**Class rank:** The relative numerical position of a student in his or her graduating class, calculated by the high school on the basis of grade-point average, whether weighted or unweighted.

**College-preparatory program:** Courses in academic subjects (English, history and social studies, foreign languages,



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

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

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

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



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**Quarter calendar system:** A calendar system in which the academic year consists of three sessions called quarters of about 12 weeks each. The range may be from 10 to 15 weeks. There may be an additional quarter in the summer.

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

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

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

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

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

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

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

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

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**Transfer student:** A student entering the institution for the first time but known to have previously attended a postsecondary institution at the same level (e.g., undergraduate). The student may transfer with or without credit.

**Transportation (costs):** Assume two round trips to student's hometown per year for students in institutional housing or daily travel to and from your institution for commuter students.

**Trimester calendar system:** An academic year consisting of 3 terms of about 15 weeks each.

**Tuition:** Amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.

**\*Tutoring:** May range from one-on-one tutoring in specific subjects to tutoring in an area such as math, reading, or writing. Most tutors are college students; at some colleges, they are specially trained and certified.

**Unit:** a standard of measurement representing hours of academic instruction (e.g., semester credit, quarter credit, contact hour).

**Undergraduate:** A student enrolled in a four- or five-year bachelor's degree program, an associate degree program, or a vocational or technical program below the baccalaureate.

**\*Veteran's counseling:** Helps veterans and their dependents obtain bene

## Common Data Set 2002-2003

### Financial Aid Definitions

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

**Indebtedness:** Aggregate dollar amount borrowed through any loan programs (federal, state, subsidized, unsubsidized,