

Common Data Set 2013-2014

GENERAL INFORMATION

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 Respondent Information (Not for Publication)**

Name	Janene Roys
Title	Academic Report Writer

**Common Data Set 2013-2014**

**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 type="checkbox"/> Associate   | <input type="checkbox"/> Post-master's certificate                          |
| <input type="checkbox"/> Transfer    | <input checked="" type="checkbox"/> Doctoral degree<br>research/scholarship |
| <input type="checkbox"/> Terminal    | <input type="checkbox"/>  |

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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, 2013. Include international students only in the category "Nonresident aliens."

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preceding Fall **2006**.

**B4.** Initial **2006** cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students: \_\_\_\_\_

preceding Fall **2007**.

**B4.** Initial **2007** cohort of first-time, full-time bachelor's (or equivalent) degree-seeking undergraduate students; total all students: \_\_\_\_\_2199\_\_\_\_\_

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duration (total): \_\_\_\_\_

duration (total): \_\_\_\_\_

**B16.** Completers of programs of less than two years

**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 2013. Include early decision, early action, and students who began studies during summer in this cohort. Applicants

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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.

	<b>Units Required</b>	<b>Units Recommended</b>
Total academic units		17
English		4
Mathematics		4
Science		3
Of these, units that must be lab		2
Foreign language		1
Social studies		3
History		-
Academic electives		2
Computer Science		-
Visual/Performing Arts		-
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:

- 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.**

	<b>Very Important</b>	<b>Important</b>	<b>Considered</b>	<b>Not Considered</b>
<b><i>Ad</i></b>				
Rigor of secondary school record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Class rank				

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**SAT and ACT Policies**

**C8. Entrance exams**

A. Does your institution make use of SAT, ACT, or SAT Subject Test 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 for **Fall 2015**.

	Require	Recommend	ADMISSION Require for Some	Consider If Submitted	Not Used
SAT or ACT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACT only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT and SAT Subject Tests or ACT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAT Subject Tests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. If your institution will make use of the ACT in admission decisions for first-time, first-year, degree-seeking applicants for Fall 2015 please indicate which ONE of the following applies (regardless of whether the writing score will be used in the admissions process):

- \_\_\_ ACT with Writing component required  
 \_\_\_ ACT with Writing component recommended.  
X ACT with or without Writing component accepted

C. Please indicate how your institution will use the SAT or ACT essay component; check all that apply.

	SAT essay	ACT essay
For admission	<input type="checkbox"/>	<input type="checkbox"/>
For placement	<input type="checkbox"/>	<input type="checkbox"/>
For advising	<input type="checkbox"/>	<input type="checkbox"/>
In place of an application essay	<input type="checkbox"/>	<input type="checkbox"/>
As a validity check on the application essay	<input type="checkbox"/>	<input type="checkbox"/>
No college policy as of now	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Not using essay component	<input type="checkbox"/>	<input type="checkbox"/>

D. In addition, does your institution use applicants' test scores for academic advising?

X yes \_\_\_ no

E. Latest date by which SAT or ACT scores must be received for fall-term admission \_\_\_8/1\_\_\_  
 Latest date by which SAT Subject Test scores must be received for fall-term admission N/A

F. 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): \_\_\_\_\_

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

- SAT   
 ACT   
 SAT Subject Tests   
 AP   
 CLEP   
 Institutional Exam   
 State Exam (specify): \_\_\_\_\_





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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 tenth of high school graduating class	11.7
Percent in top quarter of high school graduating class	37.7
Percent in top half of high school graduating class	72.7
Percent in bottom half of high school graduating class	27.3
Percent in bottom quarter of high school graduating class	4.7
Percent of total first-time, first-year (freshman) students who submitted high school class rank:	<u>83.8%</u>

**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 3.75 and higher	<u>22.2</u>
Percent who had GPA between 3.50 and 3.74	<u>16.5</u>
Percent who had GPA between 3.25 and 3.49	<u>15.4</u>
Percent who had GPA between 3.00 and 3.24	<u>17.3</u>
Percent who had GPA between 2.50 and 2.99	<u>23.0</u>
Percent who had GPA between 2.0 and 2.49	<u>5.4</u>
Percent who had GPA between 1.0 and 1.99	<u>0.3</u>
Percent who had GPA below 1.0	<u>0</u>
	100%

**C12. Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA:**  
3.29

Percent of total first-time, first-year (freshman) students who submitted high school GPA: 99.4%

**Admission Policies**

**C13. Application fee**

Does your institution have an application fee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Amount of application fee: <u>\$50.00</u>		
Can it be waived for applicants with financial need?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**If you have an application fee and an on-line application option, please indicate policy for students who apply on-line:**  
Same fee: X

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

**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 2013.

	<b>Applicants</b>	<b>Admitted Applicants</b>	<b>Enrolled Applicants</b>
Men	667	413	248
Women	1,183	723	410
Total	1,850	1,136	658

**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? **13**

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

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

**D6.** If a minimum high school grade point average is required of transfer applicants, specify (on a 4.0 scale): **No**

**D7.** If a minimum college grade point average is required of transfer applicants, specify (on a 4.0 scale): **A 2.4 with 13 or more transferrable hours.**

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

**An applicant with 12 or fewer transferrable semester hours counted results in admission based on high school credentials including cumulative GPA, Class Rank, ACT and/or SAT Scores.**

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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	8-1				x
Winter					
Spring	12-1				x
Summer	6-30				x

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

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

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**Transfer Credit Policies**

**D12.** Report the lowest grade eao4(a) p radet

**E. ACADEMIC OFFERINGS AND POLICIES**

**E1. Special study options:**

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

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Campus Ministries                  | <input checked="" type="checkbox"/> Literary magazine | <input checked="" type="checkbox"/> Radio station            |
| <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 type="checkbox"/> Model UN                     | <input checked="" type="checkbox"/> Student newspaper        |
| <input checked="" type="checkbox"/> Dance                              | <input checked="" type="checkbox"/> Music ensembles   | <input checked="" type="checkbox"/> Student-run film society |
| <input checked="" type="checkbox"/> Drama/theater                      | <input checked="" type="checkbox"/> Musical theater   | <input checked="" type="checkbox"/> Symphony orchestra       |
| <input checked="" type="checkbox"/> International Student Organization | <input checked="" type="checkbox"/> Opera             | <input checked="" type="checkbox"/> Television station       |
| <input checked="" type="checkbox"/> Jazz band                          | <input checked="" type="checkbox"/> Pep band          | <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.

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Coed dorms                      | <input checked="" type="checkbox"/> Special housing for disabled students |
| <input 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 checked="" type="checkbox"/> Apartments for married students | <input type="checkbox"/> Cooperative housing                              |
| <input checked="" type="checkbox"/> Apartments for single students  | <input type="checkbox"/> Theme housing                                    |
|   | <input checked="" type="checkbox"/> Wellness housing                      |
- Other housing options (specify): \_\_\_\_\_

**G. ANNUAL EXPENSES**

**G0. Please provide the URL of your institution's net price calculator: <https://apps.unco.edu/npcalc/>**

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

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

**G1. Undergraduate full-time tuition, required fees, room and board**

List the typical tuition, required fees, and room and board for a full-time undergraduate student for the FULL 2014-2015 academic year (30 semester 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**



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**G5. Provide the estimated expenses for a typical full-time undergraduate student:**

	<b>Residents</b>	<b>Commuters (living at home)</b>	<b>Commuters (not living at home)</b>
Books and supplies:	\$1,350.00	\$1,350.00	\$1,350.00
Room only:			
Board only:			
Room and board total (if your college cannot provide separate room and board figures for commuters not living at home):			
Transportation:	\$698.00	\$1,296.00	\$1,296.00
Other expenses:	\$1,314.00	\$2,054.00	\$2,054.00

**G6. Undergraduate per-credit-hour charges (tuition only):**

PRIVATE INSTITUTIONS:	
PUBLIC INSTITUTIONS	\$227.00
In-district:	
In-state (out-of-district):	\$227.00
Out-of-state:	\$695.50
NONRESIDENT ALIENS:	\$695.50

## H. FINANCIAL AID

**Please refer to the following financial aid definitions when completing Section H.**

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

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

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

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

**Financial need:**

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### Aid Awarded to Enrolled Undergraduates

- H1.** 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 2012-2013 academic year (see the next item below), use the 2012-2013 academic year's CDS Question B1 cohort.) Include aid awarded to aid awarded

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**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.

	<b>First-time Full-time Freshmen</b>	<b>Full-time Undergrad (Incl. Fresh)</b>	<b>Less Than Full-time Undergrad</b>
a)			



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Other (specify): \_\_\_\_\_

**H14.** Check off criteria used in awarding institutional aid. Check all that apply.

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

**H15.** If your institution has recently

**I. INSTRUCTIONAL FACULTY AND CLASS SIZE**

**I-1. Please report the number of instructional faculty members in each category for Fall 2013. Include faculty who are on your institution's payroll on the census date your institution uses for IPEDS/AAUP.**

The following definition of full-time instructional faculty is used by the American Association of University Professors (AAUP) in its annual Faculty Compensation Survey (the part time definitions are not used by AAUP). Instructional Faculty is defined as those members of the instructional-research staff whose major regular assignment is instruction, including those with released time fo(a)14(r)-12(a)-9(s)7(.68 Tm [qs)7(.68 Tm [Tby)46(-12(A)6(A)-17(U)30(P)] TJ ET Q q 63(N)25(S3)9(e)14



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	<b>Full-time</b>	<b>Part-time</b>	<b>Total</b>
a.) Total number of instructional faculty	504	260	764
b.) Total number who are members of minority groups	74	24	98
c.) Total number who are women	250	181	431
d.) Total number who are men	254	79	333
e.) Total number who are nonresident aliens (international)	5	3	8
f.) Total number with doctorate, or other terminal degree			
g.) Total number whose highest degree is a master's but not a terminal master's			
h.) Total number whose highest degree is a bachelor's			
i.) Total number whose highest degree is unknown or other (Note: Items <b>f</b> , <b>g</b> , <b>h</b> , and <b>i</b> must sum up to item <b>a</b> .)	504	260	764

j.) Total number in stand-alone graduate/professional programs in which faculty teach virtually only graduate-level students

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### I-3. 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 2013 term.

***C/S*** 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.

***C/S*** 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 2013. 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”

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Visual and performing arts			6	50
Health professions and related programs			14	51
Business/marketing			9	52
History			3	54

**TOTAL**

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**Common Data Set Definitions**

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**College-**

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a period of study such that the total time to the degree, including both pre-professional and professional preparation, equals at least six full-time equivalent academic years. Some of these degrees were formerly classified as “first-professional” and may include: Chiropractic (D.C. or D.C.M.); Dentistry (D.D.S. or D.M.D.); Law (L.L.B. or J.D.); Medicine (M.D.); Optometry (O.D.); Osteopathic Medicine (D.O); Pharmacy (Pharm.D.); Podiatry (D.P.M., Pod.D., D.P.); or, Veterinary Medicine (D.V.M.), and others, as designated by the awarding institution.

**Doctor’s degree-other:** A doctor’s degree that does not meet the definition of a doctor’s degree - research/scholarship or a doctor’s degree - professional practice.

**Double major:** Program in which students may complete two undergraduate programs of study simultaneously.

**Dual enrollment:** A program through which high school students may enroll in college courses while still enrolled in high school. Students are not required to apply for admission to the college in order to participate.

**Early action plan:** An admission plan that allows students to apply and be notified of an admission decision well in advance of the regular notification dates. If admitted, the candidate is not committed to enroll; the student may reply to the offer under the college’s regular reply policy.

**Early admission:** A policy under which students who have not completed high school are admitted and enroll full time in college, usually after completion of their junior year.

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

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

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

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

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

**First-time student:** A student who attended a postsecondary institution for the first time at the same level in the prior summer term. Also includes students who entered with advanced standing (college credit earned q BT /F2 79egrg

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

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



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**Part-time student (undergraduate):** A student enrolled for fe

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

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

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

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

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

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

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

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

**Teacher certification program:** Program designed to prepare students to meet the requirements for certification as teachers in elementary, middle/junior high, and secondary schools.

**Transfer applicant:** 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 previously attended another college or university and earned college-level credit.

**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 benefits for their selected program and provides certifications to the Veteran's Administration. May also provide personal counseling on the transition from the military to a civilian life.

**\*Visually impaired:** Any person whose sight loss is not correctable and is sufficiently severe as to adversely affect educational performance.

**Volunteer work (as admission factor):** q 0.998(l)-8(e)14(ge)] TJ ET Q q4(ge)] TJ ETuBT /F1 10 22(r)-24(e)1red -8(o)22(n.)1



