

2017-2018 Arapahoe Community College Common Data Set

Section A - GENERAL INFORMATION

A0. Respondent Information

Name: Not applicable

Title: Not applicable

Office: ACC Office of Institutional Research

Mailing Address: 5900 S. Santa Fe Drive

City/ State/ ZIP/ Country: Littleton, CO 80120

Phone: Not applicable

Fax: Not applicable

E-mail Address: Not applicable

Are your responses to the CDS posted for reference on your institution's Web site? Yes.

If yes, please provide the URL of the corresponding Web page:

<https://www.arapahoe.edu/more-about-acc/office-institutional-research/general-acc-information#cds>

A1. Address Information

Name of College/ University: Arapahoe Community College

Mailing Address: 5900 S. Santa Fe Drive, P.O. Box 9002

City/ State/ ZIP/ County: Littleton, CO 80160-9002

Main Phone Number: 303-797-4222

WWW Home Page Address: www.arapahoe.edu

Admissions Phone Number: 303-797-5621

Admissions Toll-free Number: Not applicable

Admissions Office Mailing Address: Not applicable

Admissions Fax Number: 303-797-5970

Admissions E-mail Address: admissions@arapahoe.edu

If there is a separate URL for your school's online application, please specify:

<https://apply.ccs.edu/applyacc/Pages/Welcome.aspx>

A2. Source of Institutional Control.

Public

A3. Classify Your Undergraduate Institution.

Coeducational college

A4. Academic Year Calendar utilized.

Semester

A5. Degrees offered by your institution.

Certificate, Associate, Transfer Associate, Terminal Associate

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, 2017. Note: Report students formerly designated as "first professional" in the graduate cells.

Student Category	Full-Time Men	Full-Time Women	Part-Time Men	Part-Time Women
Degree-seeking, first-time undergraduate freshmen	244	183	315	334
Other first-year, degree-seeking undergraduate students	0	0	0	0
All other degree-seeking undergraduate students	569	676	3,680	3,901
Total degree-seeking undergraduates	813	859	3,995	4,235
All other undergraduates enrolled in credit courses	36	48	928	1,270
Total undergraduates (degree- and non-degree seeking)	849	907	4,923	5,505
Degree-seeking, first-time graduate students	0	0	0	0
All other degree-seeking graduate students	0	0	0	0
All other graduate students enrolled in credit courses	0	0	0	0
Total graduate students	0	0	0	0

Total all undergraduate students: 12,184

Total all graduate students: 0

GRAND TOTAL ALL STUDENTS: 12,184

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, 2017. 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. Report as your institution reports to IPEDS: Persons who are Hispanic should be reported only on the Hispanic line, not under any race, and persons who are non-Hispanic, multi-racial should be reported only under "Two or more races."

IPEDS Race/ Ethnic Category	Degree-seeking, First-time, First-year undergraduates	All degree-seeking undergraduates (include First-time, First-year)	Total undergraduates (degree- and non-degree-seeking)
Nonresident aliens	12	100	107
Hispanic/ Latino	211	1,724	1,977
Black or African American, non-Hispanic	39	250	277
White, non-Hispanic	664	4,992	6,435
American Indian or Alaska Native, non-Hispanic	3	36	43
Asian, non-Hispanic	31	250	364
Native Hawaiian or other Pacific Islander, non-Hispanic	4	21	24
Two or more races, non-Hispanic	55	322	424
Race and/ or ethnicity unknown	57	2,207	2,533
Total students	1076	9,902	12,184

B3. Number of degrees awarded by your institution from July 1, 2016, to June 30, 2017

Certificate and/ or diploma: 631

Associate degrees: 747

B4. Through B11. Graduation Rates for Bachelor's or Equivalent Institutions

This section does not apply to Arapahoe Community College, which is currently a two-year Institution.

B12. Two-year institution data: Initial 2013 cohort, total of first-time, full-time degree/certificate-seeking students

439

B13. Two-year institution data: Of the initial 2013 cohort, how many did not persist and did not graduate for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions?

Zero

B14. Final 2013 cohort, after adjusting for allowable exclusions (subtract question B13 from question B12).

439

B15. Number of completers of programs of less than two years duration (total).

25

B16. Number of completers of programs of less than two years within 150 percent of normal time.

22

B17. Number of completers of programs of at least two but less than four years (total).

67

B18. Number of completers of programs of at least two but less than four-years within 150 percent of normal time.

58

B19. Total number of transfers-out (within three years) to other institutions.

67

B20. Total number of transfers to two-year institutions.

No response submitted.

B21. Total number of transfers to four-year institutions.

No response submitted.

B22. For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in Fall 2016 (or the preceding summer term), what percentage was enrolled at your institution as of the date your institution calculates its official enrollment in Fall 2017?

Not applicable to Arapahoe Community College

C. FIRST-TIME, FIRST-YEAR (FRESHMEN) ADMISSION

C1. Provide the number of degree-seeking, first-time, first-year students who applied, were admitted, and enrolled (full- or part-time) in Fall 2017.

Include early decision, early action, and students who began studies during summer in this cohort. Applicants should include only students who fulfilled the requirements for consideration for admission and who have been notified of one of the following actions: admission, non-admission, 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 (freshmen) men who applied: 864
Total first-time, first-year (freshmen) women who applied: 1,004
Total first-time, first-year (freshmen) men who were admitted: 864
Total first-time, first-year (freshmen) women who were admitted: 1,004
Total full-time, first-time, first-year (freshmen) men who enrolled: 138
Total part-time, first-time, first-year (freshmen) men who enrolled: 233
Total full-time, first-time, first-year (freshmen) women who enrolled: 92
Total part-time, first-time, first-year (freshmen) women who enrolled: 269

C2. Freshmen 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? No

C3. High school completion requirement.

High school diploma or equivalent is not required.

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

No response submitted.

C5. Distribution of high school units required and/or recommended.

No response submitted.

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?

ACC has an open admission policy as described above for most students, but selective admission to some programs.

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

Rigor of secondary school record: Not considered

Class rank: Not considered

Academic GPA: Not considered

Standardized test scores: Not considered

Application Essay: Not considered

Recommendation(s): Not considered

Interview: Not considered

Extracurricular activities: Not considered

Talent/ ability: Not considered

Character/ personal qualities: Not considered

First generation: Not considered

Alumni/ Alumnae relation: Not considered

Geographical residence: Not considered

State residency: Not considered

Religious affiliation/ commitment: Not considered

Racial/ ethnic status: Not considered

Volunteer work: Not considered

Work experience: Not considered

Level of applicant's interest: Not considered

C8A. Does your institution make use of SAT, ACT, or SAT Subject Test scores in admission decisions for first-time, first-year, degree-seeking applicants?

No

C8B. Through C8F. Provide details about the test components utilized.

Not applicable

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

SAT, ACT, Institutional Exam

C9. Percent and number of first-time, first-year (freshmen) students enrolled in Fall 2017 who submitted national standardized (SAT/ACT) test scores. Include information for ALL enrolled, degree-seeking, first-time, first-year (freshmen) students who submitted test scores. Do not include partial test scores (e.g., mathematics scores but not critical reading for a category of students) or combine other standardized test results (such as TOEFL) in this item. Do not convert SAT scores to ACT scores and vice versa.

No response submitted.

C10. Percent of all degree-seeking, first-time, first-year (freshmen) 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).

No response submitted.

C11. Percentage of all enrolled, degree-seeking, first-time, first-year (freshmen) 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.

No response submitted.

C12. Average high school GPA and percentage of first-time, first-year students who submitted high school GPA.

No response submitted.

C13. Does your institution have an application fee?

No

C14. Does your institution have an application closing date?

No response submitted.

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

Yes

C16. When is notification to applicants of admission decision sent?

No response submitted.

C17. What is the reply policy (deadlines) for admitted applicants?

No response submitted.

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

Yes

If yes, what is the maximum period of postponement? 1 year

C19. Does your institution allow high school students to enroll as full-time, first-time, first-year (freshmen) students one year or more before high school graduation?

No

C21. Does your institution offer an early decision plan for first-time, first-year (freshmen) applicants for fall enrollment?

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 but do not have to commit to attending your college?

No

D. TRANSFER ADMISSION

D1. Fall Applicants

Does your institution enroll transfer students? Yes

If yes, may transfer students earn advanced standing credit by transferring credits earned from course work completed at other colleges/universities? Yes

D2. Provide the number of students who applied, were admitted, and enrolled as degree-seeking transfer students in Fall 2017.

No response submitted.

D3. Indicate the terms for which transfers may enroll.

Fall, Spring, and Summer

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

No

D5. Indicate if any of the following items are required of transfer students to apply for admission.

High school transcript: Not required

College transcript(s): Not required

Essay or personal statement: Not required

Interview: Not required

Standardized test scores: Not required

Statement of good standing from prior institution(s): Not required

D6. If a minimum high school grade point average is required of transfer applicants, specify (on a 4.0 scale).

Not applicable

D7. If a minimum college grade point average is required of transfer applicants, specify (on a 4.0 scale).

Not applicable

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

Answer is intentionally left blank.

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.

Answer is intentionally left blank.

D10. Does an open admission policy, if reported, apply to transfer students?

Answer is intentionally left blank.

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

Not applicable

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

Grade of C.

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

45 credit hours

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

45 credit hours

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

15.00

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

Not applicable

D17. Describe other transfer credit policies.

Answer is intentionally left blank.

E. ACADEMIC OFFERINGS AND POLICIES

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

Accelerated program: Yes

Cooperative education program: Yes

Cross-registration: No

Distance learning: Yes

Double major: Yes

Dual enrollment: Yes

English as a Second Language (ESL): No

Exchange student program (domestic): No

External degree program: No

Honors program: Yes

Independent study: Yes

Internships: Yes

Liberal arts/career combination: No

Student-designed major: Yes

Study abroad: Yes

Teacher certification program: No

Weekend college: No

Other (specify): Answer is intentionally left blank.

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

Arts/fine arts: Yes

Computer literacy: No

English (including composition): Yes

Foreign languages: No

History: Yes

Humanities: Yes

Mathematics: Yes

Philosophy: Yes

Sciences (biological or physical): Yes

Social science: Yes

Other (describe): No

F. STUDENT LIFE

F1. Percentages of first-time, first-year (freshmen) degree-seeking students and degree-seeking undergraduates enrolled in Fall 2017 who fit the following categories:

Student Category	First-time, first-year (freshmen) students	Undergraduates
Percent who are from out of state (exclude international/ nonresident aliens)	1%	25%
Percent of men who join fraternities	Not applicable	Not applicable
Percent of women who join sororities	Not applicable	Not applicable
Percent who live in college owned/ operated/ affiliated housing	Not applicable	Not applicable
Percent who live off campus or commute	100%	100%
Average age of full-time students	20	25
Average age of all students (full- and part-time)	22	28

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

Campus Ministries: No

Choral groups: Yes

Concert band: Yes

Dance: No

Drama/ theater: Yes

International Student Organization: No

Jazz band: Yes

Literary magazine: Yes

Marching band: No

Model UN: No

Music ensembles: Yes

Musical theater: No

Opera: No

Pep band: No

Radio station: No

Student government: Yes

Student newspaper: Yes

Student-run film society: No

Symphony orchestra: Yes

Television station: No

Yearbook: No

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

Army ROTC is offered: At cooperating institution (University of Colorado, Boulder)

Naval ROTC is offered: Not applicable

Air Force ROTC is offered: At cooperating institution (University of Colorado, Boulder)

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

Not applicable

G. ANNUAL EXPENSES

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

<https://www.arapahoe.edu/netpricecalculator/npcalc.htm>

Provide 2018-2019 academic year costs of attendance for the following categories that are applicable to your institution.

ACC's 2018-2019 academic year costs of attendance will be available on or around May 1, 2018. Costs provided for this section are based on 2017-2018 academic year costs.

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 2018-2019 academic year (30 semester hours). 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. **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).

Public Institutions, In-district Tuition: \$4,337 for first-year and undergraduate students

Public Institutions, In-state (out-of-district) Tuition: \$4,337 for first-year and undergraduate students

Public Institutions, Out-of-state Tuition: \$17,793 for first-year and undergraduate students

Public Institutions, Non-resident Aliens Tuition: \$17,793 for first-year and undergraduate students

Required Fees: \$207 for first-year and undergraduate students

Room and Board: Not applicable

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

Minimum and maximum of 15.

G3. Do tuition and fees vary by year of study (e.g., sophomore, junior, senior)?

No

G4. Do tuition and fees vary by undergraduate instructional program?

Yes

If yes, what percentage of full-time undergraduates pay more than the tuition and fees reported in G1? Answer is intentionally left blank.

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

Expense Category	Residents	Commuters (living at home)	Commuters (not living at home)
Books and supplies	Not applicable	\$1,800	\$1,800
Room only	Not applicable	Not applicable	Not applicable
Board only	Not applicable	Not applicable	Not applicable
Room and board total	Not applicable	Not applicable	Not applicable
Transportation	Not applicable	\$1,404	\$1,404
Other expenses	Not applicable	\$4,050	\$4,050

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

Public Institutions, In-district: \$144.55

Public Institutions, In-state (out-of-district): \$144.55

Public Institutions, Out-of-state: \$593.10

Public Institutions, Non-resident Aliens: \$593.10

H. FINANCIAL AID

H1. 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 2016-2017 academic year (see the next item below), use the 2016-2017 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 scholarship or grant 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: 2016-2017 final
Which needs-analysis methodology does your institution use in awarding institutional aid? Federal methodology (FM)

Scholarships and Grants Awarded	Need-based (Include non-need-based aid use to meet need.)	Non-need-based (Exclude non-need-based aid use to meet need.)
Federal	\$5,921,021	\$0
State (i.e., all states, not only the state in which your institution is located)	\$2,863,809	\$142,428
Institutional (Endowed scholarships, annual gifts and tuition funded grants, awarded by the college, excluding athletic aid and tuition waivers.)	\$35,141	\$767,390
Scholarships/grants from external sources (e.g., Kiwanis, National Merit) not awarded by the college	\$627,227	\$0
Total Scholarships/Grants	\$9,447,198	\$909,818

Self-Help Sources	Need-based (Include non-need-based aid use to meet need.)	Non-need-based (Exclude non-need-based aid use to meet need.)
Student loans from all sources (excluding parent loans)	\$5,618,164	\$5,073,509
Federal Work-Study	\$334,826	Not applicable
State and other (e.g., institutional) work-study/employment (Note: Excludes Federal Work-Study captured above.)	\$258,560	\$73,782
Total Self-Help	\$6,211,550	\$5,147,291

Other Aid	Need-based (Include non-need-based aid use to meet need.)	Non-need-based (Exclude non-need-based aid use to meet need.)
Parent Loans	Not applicable	\$72,352
Tuition Waivers. Reporting is optional. Report tuition waivers in this row if you choose to report them. Do not report tuition waivers elsewhere.	\$0	Not applicable
Athletic Awards	Not applicable	Not applicable

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. Response not submitted.

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 non-need-based scholarship or grant aid. Response not submitted.

H4. Provide the number of students in the 2017 undergraduate class who started at your institution as first-time students and received a bachelor's degree between July 1, 2016 and June 30, 2017.

Not applicable to ACC.

H5. Number and percent of students in class (defined in H4 above) borrowing from federal, non-federal, and any loan sources, and the average (or mean) amount borrowed.

Not applicable to ACC.

H6. Indicate your institution's policy regarding institutional scholarship and grant aid for undergraduate degree-seeking nonresident aliens.

Institutional need-based and non-need-based scholarship or grant aid is available.

H7. List all financial aid forms nonresident alien first-year financial aid applicants must submit.

Response not submitted.

H8. List all financial aid forms domestic first-year (freshmen) financial aid applicants must submit.

FAFSA and other form (not specified).

H9. Indicate filing dates for first-year (freshmen) students.

Priority date for filing required financial aid forms: March 1st.

Deadline for filing required financial aid forms: No deadline for filing required forms (applications processed on a rolling basis).

H10. Indicate notification dates for first-year (freshmen) students.

Students notified on a rolling basis, starting April 1st.

H11. Indicate reply dates.

Students must reply by November 1st.

H12. Indicate whether the following types of loans are available to undergraduates at your institution.

Direct Subsidized Stafford Loans: Yes

Direct Unsubsidized Stafford Loans: Yes

Direct PLUS Loans: Yes

Federal Perkins Loans: No

Federal Nursing Loans: No

State Loans: No

College/university loans from institutional funds: No

Other (specify): No

H13. Indicate whether the following types of scholarships and grants are available to undergraduates at your institution.

Federal Pell: Yes

SEOG: Yes

State scholarships/ grants: Yes

Private scholarships: Yes

College/ university scholarship or grant aid from institutional funds: Yes

United Negro College Fund: No

Federal Nursing Scholarship: No

Other (specify): No

H14. Indicate criteria used in awarding institutional aid.

Academics: Non-need-based

Alumni affiliation: Need-based and Non-need-based

Art: Non-need-based

Athletics: Not applicable

Job skills: Not applicable

ROTC: Not applicable

Leadership: Need-based and Non-need-based

Minority status: Need-based and Non-need-based

Music/ drama: Need-based and Non-need-based

Religious affiliation: Not applicable

State/ district residency: Need-based and Non-need-based

H15. *If your institution has recently implemented any major financial aid policy, program, or initiative to make your institution more affordable to incoming students such as replacing loans with grants, or waiving costs for families below a certain income level please provide details below.*

Not applicable to ACC.

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

I-1. Please report the number of instructional faculty members in each category for Fall 2017. Include faculty who are on your institution's payroll on the census date your institution uses for IPEDS/ AAUP.

Instructional faculty definitions are available in the glossary at the end of this document.

Fall 2017 Instructional Faculty Members by Category	Full-time Faculty Count	Part-time Faculty Count	Total
Total number of instructional faculty	103	379	482
Total number who are members of minority groups	Not reported	Not reported	Not reported
Total number who are women	66	201	267
Total number who are men	37	178	215
Total number who are nonresident aliens (international)	Not reported	Not reported	Not reported
Total number with doctorate, or other terminal degree	Not reported	Not reported	Not reported
Total number whose highest degree is a master's but not a terminal master's	Not reported	Not reported	Not reported
Total number whose highest degree is a bachelor's	Not reported	Not reported	Not reported
Total number whose highest degree is unknown or other	Not reported	Not reported	Not reported
Total number in stand-alone graduate/ professional programs in which faculty teach virtually only graduate-level students	Not reported	Not reported	Not reported

I-2. Student to Faculty Ratio

Report the Fall 2017 ratio of full-time equivalent students (full-time students plus one-third of the part-time students) to full-time equivalent instructional faculty (full-time faculty plus one-third of the part-time faculty). 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. ACC's Fall 2017 Student to Faculty ratio is 23 to 1, based on 5,229 students and 229 faculty.

I-3. Undergraduate Class Size

Use the following definitions to report information about the class size and class sections offered in the Fall 2017 term.

- ***Class Sections:*** 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, noncredit classes, and individual instruction (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:*** 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 (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.

Fall 2017 ACC Class Size	Count of Class Sections	Count of Class Sub-Sections
2-9 Undergraduates Registered	141	Not reported
10-19 Undergraduates Registered	416	Not reported
20-29 Undergraduates Registered	342	Not reported
30-39 Undergraduates Registered	31	Not reported
40-49 Undergraduates Registered	0	Not reported
50-99 Undergraduates Registered	0	Not reported
100+ Undergraduates Registered	0	Not reported
Total Undergraduates Registered	930	Not reported

J. DEGREES CONFERRED

For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor's degrees awarded between July 1, 2016 and June 30, 2017.

Percent of ACC Degrees and Certificates Awarded by Job Discipline Between July 1, 2016 and June 30, 2017	Percent of Diploma/Certificates Awarded	Percent of Associate's Degrees Awarded	Percent of Bachelor's Degrees Awarded	CIP 2010 Categories to Include
Agriculture	0.0%	0.0%	Not applicable	1
Natural resources and conservation	0.0%	0.0%	Not applicable	3
Architecture	0.0%	0.0%	Not applicable	4
Area, ethnic, and gender studies	0.0%	0.0%	Not applicable	5
Communication/journalism	0.2%	0.1%	Not applicable	9
Communication technologies	0.0%	0.0%	Not applicable	10
Computer and information sciences	1.9%	3.9%	Not applicable	11
Personal and culinary services	3.2%	5.0%	Not applicable	12
Education	0.0%	0.0%	Not applicable	13
Engineering	0.0%	0.0%	Not applicable	14
Engineering technologies	6.8%	3.8%	Not applicable	15
Foreign languages, literatures, and linguistics	0.0%	0.0%	Not applicable	16
Family and consumer sciences	12.5%	0.0%	Not applicable	19
Law/legal studies	4.9%	1.3%	Not applicable	22
English	0.0%	0.0%	Not applicable	23
Liberal arts/general studies	0.0%	47.5%	Not applicable	24
Library science	0.0%	0.0%	Not applicable	25
Biological/life sciences	0.0%	0.0%	Not applicable	26
Mathematics and statistics	0.0%	0.0%	Not applicable	27
Military science and military technologies	0.0%	0.0%	Not applicable	28 and 29
Interdisciplinary studies	0.0%	0.0%	Not applicable	30
Parks and recreation	0.3%	0.4%	Not applicable	31
Philosophy and religious studies	0.0%	0.0%	Not applicable	38
Theology and religious vocations	0.0%	0.0%	Not applicable	39
Physical sciences	0.0%	0.0%	Not applicable	40
Science technologies	0.0%	0.3%	Not applicable	41
Psychology	0.0%	0.0%	Not applicable	42
Homeland Security, law enforcement, firefighting, and protective services	7.1%	1.6%	Not applicable	43
Public administration and social services	0.0%	0.0%	Not applicable	44
Social sciences	0.0%	0.0%	Not applicable	45
Construction trades	1.7%	0.7%	Not applicable	46
Mechanic and repair technologies	6.5%	3.4%	Not applicable	47
Precision production	0.0%	0.0%	Not applicable	48
Transportation and materials moving	0.0%	0.0%	Not applicable	49
Visual and performing arts	4.4%	6.2%	Not applicable	50
Health professions and related programs	47.5%	20.6%	Not applicable	51
Business/marketing	2.9%	5.4%	Not applicable	52
History	0.0%	0.0%	Not applicable	54
Other	0.0%	0.0%	Not applicable	Not applicable

GLOSSARY

Notes: All definitions related to the financial aid section appear in the “**Financial Aid Definitions**” section; definitions related to instructional faculty appear in the “**Instructional Faculty Definitions**” section. 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.

Common Data Set Definitions

***Academic advisement:** Plan under which each student is assigned to a faculty member or 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 and South America (including Central America) and maintaining tribal affiliation or community attachment.

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, non-admission, 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: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

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 Secretary of the U.S. Department of Education) that normally requires at least four years but *not* more than five years of full-time equivalent college-level work. This includes ALL bachelor’s degrees conferred in a five-year cooperative (work-study plan) program. (A cooperative plan provides for alternate class attendance and employment in business, industry, or government; thus, it allows students to combine actual work experience with their college studies.) Also, it includes bachelor’s degrees in which the normal four years of work are completed in three years.

Black or African American: A person having origins in any of the black racial groups of Africa.

Board (charges): Assume average cost for 19 meals per week or the maximum meal plan.

Books and supplies (costs): Average cost of books and supplies. Do not include unusual costs for special groups of students (e.g., engineering or art majors), unless they constitute the majority of students at your institution.

Calendar system: The method by which an institution structures most of its courses for the academic year.

Campus Ministry: Religious student organizations (denominational or nondenominational) devoted to fostering religious life on college campuses. May also refer to Campus Crusade for Christ, an interdenominational Christian organization.

***Career and placement services:** A range of services, including (often) the following: coordination of visits of employers to campus; aptitude and vocational testing; interest inventories, personal counseling; help in resume writing, interviewing, launching the job search; listings for those students desiring employment and those seeking permanent positions; establishment of a permanent reference folder; career resource materials.

Carnegie units: One year of study or the equivalent in a secondary school subject.

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, mathematics, science, and the arts) that stress preparation for college or university study.

Common Application: The standard application form distributed by the National Association of Secondary School Principals for a large number of private colleges who are members of the Common Application Group.

***Community service program:** Referral center for students wishing to perform volunteer work in the community or participate in volunteer activities coordinated by academic departments.

Commuter: A student who lives off campus in housing that is not owned by, operated by, or affiliated with the college. This category includes students who commute from home and students who have moved to the area to attend college.

Contact hour: A unit of measure that represents an hour of scheduled instruction given to students. Also referred to as clock hour.

Continuous basis (for program enrollment): A calendar system classification that is used by institutions that enroll students at any time during the academic year. For example, a cosmetology school or a word processing school might allow students to enroll and begin studies at various times, with no requirement that classes begin on a certain date.

Cooperative education program: A program that provides for alternate class attendance and employment in business, industry, or government.

Cooperative housing: College-owned, -operated, or -affiliated housing in which students share room and board expenses and participate in household chores to reduce living expenses.

***Counseling service:** Activities designed to assist students in making plans and decisions related to their education, career, or personal development.

Credit: Recognition of attendance or performance in an instructional activity (course or program) that can be applied by a recipient toward the requirements for a degree, diploma, certificate, or other formal award.

Credit course: A course that, if successfully completed, can be applied toward the number of courses required for achieving a degree, diploma, certificate, or other formal award.

Credit hour: A unit of measure representing an hour (50 minutes) of instruction over a 15-week period in a semester or trimester system or a 10-week period in a quarter system. It is applied toward the total number of hours needed for completing the requirements of a degree, diploma, certificate, or other formal award.

Cross-registration: A system whereby students enrolled at one institution may take courses at another institution without having to apply to the second institution.

Deferred admission: The practice of permitting admitted students to postpone enrollment, usually for a period of one academic term or one year.

Degree: An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies.

Degree-seeking students: Students enrolled in courses for credit who are recognized by the institution as seeking a degree or formal award. At the undergraduate level, this is intended to include students enrolled in vocational or occupational programs.

Differs by program (calendar system): A calendar system classification that is used by institutions that have occupational/vocational programs of varying length. These schools may enroll students at specific times depending on the program desired. For example, a school might offer a two-month program in January, March, May, September, and November; and a three-month program in January, April, and October.

Diploma: See Postsecondary award, certificate, or diploma.

Distance learning: An option for earning course credit at off-campus locations via cable television, internet, satellite classes, videotapes, correspondence courses, or other means.

Doctor's degree-research/scholarship: A Ph.D. or other doctor's degree that requires advanced work beyond the master's level, including the preparation and defense of a dissertation based on original research, or the planning and execution of an original project demonstrating substantial artistic or scholarly achievement. Some examples of this type of degree may include Ed.D., D.M.A., D.B.A., D.Sc., D.A., or D.M., and others, as designated by the awarding institution.

Doctor's degree-professional practice: A doctor's degree that is conferred upon completion of a program providing the knowledge and skills for the recognition, credential, or license required for professional practice. The degree is awarded after 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 non-school-related activities of interest to the college, such as clubs, hobbies, student government, athletics, performing arts, etc.

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

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

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

Freshman: A first-year undergraduate student.

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

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

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

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

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

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

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

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

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

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

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

International student: See Nonresident alien.

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

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

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

***Legal services:** Free or low cost legal advice for a range of issues (personal and other).

Liberal arts/ career combination: Program in which a student earns undergraduate degrees in two separate fields, one in a liberal arts major and the other in a professional or specialized major, whether on campus or through cross-registration.

Master's degree: An award that requires the successful completion of a program of study of generally one or two full-time equivalent academic years of work beyond the bachelor's degree. Some of these degrees, such as those in Theology (M.Div., M.H.L./ Rav) that were formerly classified as "first-professional", may require more than two full-time equivalent academic years of work.

Minority affiliation (as admission factor): Special consideration in the admission process for members of designated racial/ethnic minority groups.

***Minority student center:** Center with programs, activities, and/or services intended to enhance the college experience of students of color.

Model United Nations: A simulation activity focusing on conflict resolution, globalization, and diplomacy. Assuming roles as foreign ambassadors and “delegates,” students conduct research, engage in debate, draft resolutions, and may participate in a national Model UN conference.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Nonresident alien: A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

***On-campus day care:** Licensed day care for students’ children (usually age 3 and up); usually for a fee.

Open admission: 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.

Other expenses (costs): Include average costs for clothing, laundry, entertainment, medical (if not a required fee), and furnishings.

Out-of-state tuition: The tuition charged by institutions to those students who do not meet the institution’s or state’s residency requirements.

Part-time student (undergraduate): A student enrolled for fewer than 12 credits per semester or quarter, or fewer than 24 contact hours a week each term.

***Personal counseling:** One-on-one or group counseling with trained professionals for students who want to explore personal, educational, or vocational issues.

Post-baccalaureate certificate: An award that requires completion of an organized program of study requiring 18 credit hours beyond the bachelor’s; designed for persons who have completed a baccalaureate degree but do not meet the requirements of academic degrees carrying the title of master.

Post-master’s certificate: An award that requires completion of an organized program of study of 24 credit hours beyond the master’s degree but does not meet the requirements of academic degrees at the doctoral level.

Postsecondary award, certificate, or diploma: Includes the following three IPEDS definitions for postsecondary awards, certificates, and diplomas of varying durations and credit/ contact hour requirements.

- *Less Than 1 Academic Year:* Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in less than 1 academic year (2 semesters or 3 quarters) or in less than 900 contact hours by a student enrolled full-time.
- *At Least 1 But Less Than 2 Academic Years:* Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 1 but less than 2 full-time equivalent academic years, or designed for completion in at least 30 but less than 60 credit hours, or in at least 900 but less than 1,800 contact hours.
- *At Least 2 But Less Than 4 Academic Years:* Requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 2 but less than 4 full-time equivalent academic years, or designed for completion in at least 60 but less than 120 credit hours, or in at least 1,800 but less than 3,600 contact hours.

Private institution: An educational institution controlled by a private individual(s) or by a nongovernmental agency, usually supported primarily by other than public funds, and operated by other than publicly elected or appointed officials.

Private for-profit institution: A private institution in which the individual(s) or agency in control receives compensation, other than wages, rent, or other expenses for the assumption of risk.

Private nonprofit institution: A private institution in which the individual(s) or agency in control receives no compensation, other than wages, rent, or other expenses for the assumption of risk. These include both independent nonprofit schools and those affiliated with a religious organization.

Proprietary institution: See “private for-profit institution”.

Public institution: An educational institution whose programs and activities are operated by publicly elected or appointed school officials, and which is supported primarily by public funds.

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).

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

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

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

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

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

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

Financial Aid Definitions

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

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

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

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

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

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

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

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

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

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

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

1. Non-need institutional grants
2. Non-need tuition waivers
3. Non-need athletic awards
4. Non-need federal grants
5. Non-need state grants
6. Non-need outside grants
7. Non-need student loans
8. Non-need parent loans
9. Non-need work

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

Private student loans: A nonfederal loan made by a lender such as a bank, credit union or private lender used to pay for up to the annual cost of education, less any financial aid received.

Work study and employment: Federal and state work study aid, and any employment packaged by your institution in financial aid awards.

Instructional Faculty Definitions

Instructional Faculty is defined as those members of the instructional-research staff whose major regular assignment is instruction, including those with released time for research. Use the chart below to determine inclusions and exclusions:

Faculty Category/ Scenario	Count with Full-time Faculty?	Count with Part-time Faculty?
Instructional faculty in preclinical and clinical medicine, faculty who are not paid (e.g., those who donate their services or are in the military), or research-only faculty, post-doctoral fellows, or pre-doctoral fellows	No	Include only if they teach one or more non-clinical credit courses
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	No	Include if they teach one or more non-clinical credit courses
Other administrators/staff who teach one or more non-clinical credit courses even though they do not have faculty status	No	Yes
Undergraduate or graduate students who assist in the instruction of courses, but have titles such as teaching assistant, teaching fellow, and the like	No	No
Faculty on sabbatical or leave with pay	Yes	No
Faculty on leave without pay	No	No
Replacement faculty for faculty on sabbatical leave or leave with pay	No	Yes

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).

Full-time instructional faculty: Faculty employed on a full-time basis for instruction (including those with released time for research).

Part-time instructional faculty: Adjuncts and other instructors being paid solely for part-time classroom instruction. Also includes full-time faculty teaching less than two semesters, three quarters, two trimesters, or two four-month sessions. Employees who are not considered full-time instruction faculty but who teach one or more non-clinical credit courses may be counted as part-time faculty.

Minority faculty: Includes faculty who designate themselves as Black, non-Hispanic; American Indian or Alaska Native; Asian, Native Hawaiian or other Pacific Islander, or Hispanic.

Doctorate: Includes such degrees as Doctor of Philosophy, Doctor of Education, Doctor of Juridical Science, and Doctor of Public Health in any field such as arts, sciences, education, engineering, business, and public administration. Also includes terminal degrees formerly designated as "first professional," including 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), or law (JD).

Terminal master's degree: A master's degree that is considered the highest degree in a field: example, M. Arch (in architecture) and MFA (master of fine arts in art or theater).