2019 -2020
Common Data Set
University of Hawai‘i at Mānoa



Mānoa Institutional Research Office (MIRO)

2500 Campus Road, Hawai‘i Hall 107, Honolulu, HI 96822

https://manoa.hawaii.edu/miro/

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A. GENERAL INFORMATION

A0. Respondent Information (Not for Publication)

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

☒ Yes ☐ No

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

A0A. We invite you to indicate if there are items on the CDS for which you cannot use the requested analytic convention, cannot provide data for the cohort requested, whose methodology is unclear, or about which you have questions or comments in general. This information will not be published but will help the publishers further refine CDS items.

A1. Address Information

NAME OF COLLEGE OR UNIVERSITY:	University of Hawai‘i at Mānoa
MAILING ADDRESS, CITY/STATE/ZIP/COUNTRY:	2500 Campus Road, Honolulu, HI 96822, USA
STREET ADDRESS (IF DIFFERENT), CITY/STATE/ZIP/COUNTRY:	

MAIN PHONE NUMBER:	808-956-8111
WWW HOME PAGE ADDRESS:	http://manoa.hawaii.edu
ADMISSIONS PHONE NUMBER:	808-956-8975
ADMISSIONS TOLL-FREE NUMBER:	800-823-9771
ADMISSIONS OFFICE MAILING ADDRESS, CITY/STATE/ZIP/COUNTRY:	2600 Campus Road, QLCSS 001, Honolulu, HI 96822, USA
ADMISSIONS FAX NUMBER:	808-956-4148
ADMISSIONS E-MAIL ADDRESS:	manoa.admissions@hawaii.edu

If there is a separate URL for your school's online application, please specify:
http://apply.hawaii.edu

If you have a mailing address other than the above to which applications should be sent, please provide:

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

☒ Public

☐ Private (nonprofit)

☐ Proprietary

A3. Classify your undergraduate institution:

☒ Coeducational college

☐ Men's college

☐ Women's college

A4. Academic year calendar

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

A5. Degrees offered by your institution

- [ ] Certificate
- [ ] Diploma
- [ ] Associate
- [ ] Transfer
- [ ] Terminal
- [x] Bachelor's
- [x] Postbachelor's certificate
- [x] Master's
- [ ] Post-master's certificate
- [x] Doctoral degree research/scholarship
- [x] Doctoral degree – professional practice
- [ ] Doctoral degree -- other

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, 2019. Note: Report students formerly designated as "first professional" in the graduate cells.

Note: Blue sections are the expanded sections, provided by MIRO.

	FULL-TIME			PART-TIME			TOTAL
	Men	Women	FT Total	Men	Women	PT Total	
Undergraduates							
Degree-seeking, first-time freshmen	760	1,203	1,963	24	33	57	2,020

Other first-year, degree-seeking	263	280	543	38	44	82	625
All other degree-seeking	3,391	4,487	7,878	769	963	1,732	9,610
Total degree-seeking	**4,414**	**5,970**	**10,384**	**831**	**1,040**	**1,871**	**12,255**
All other undergraduates enrolled in credit courses	49	127	176	66	134	200	376
Total undergraduates	**4,463**	**6,097**	**10,560**	**897**	**1,174**	**2,071**	**12,631**
Graduate							
Degree-seeking, first-time	319	579	898	93	178	271	1,169
All other degree-seeking	678	982	1660	663	964	1627	3,287
Total degree-seeking	997	1561	2558	756	1142	1898	4456
All other graduates enrolled in credit	32	47	79	97	227	324	403
Total graduate	**1,029**	**1,608**	**2,63**	**853**	**1,369**	**2,222**	**4,859**

Total all undergraduates: **12,631**

Total all graduate: **4859**

GRAND TOTAL ALL STUDENTS: 17,490

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, 2019. 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."

	Degree-seeking First-time		Degree-seeking Graduates (include first-time)		Total Graduates (both degree- and non- degree-seeking)	
	N	%	N	%	N	%
Nonresident aliens	111	9.5%	677	15.2%	702	14.4%
Hispanic/Latino	14	1.2%	48	1.1%	52	1.1%
Black or African American, non-Hispanic	11	0.9%	44	1.0%	49	1.0%
White, non-Hispanic	305	26.1%	1,234	27.7%	1,324	27.2%
American Indian or Alaska Native, non- Hispanic	5	0.4%	16	0.4%	17	0.3%
Asian, non-Hispanic	334	28.6%	1,103	24.8%	1,249	25.7%
Native Hawaiian or other Pacific Islander, non-Hispanic	229	19.6%	762	17.1%	842	17.3%
Two or more races, non-Hispanic	156	13.3%	545	12.2%	592	12.2%
Race and/or ethnicity unknown	4	0.3%	27	0.6%	32	0.7%
Total	1,169	100.0%	4,456	100.0%	4,859	100.0%

B2-1. Enrollment by Racial/Ethnic Category (Graduate Students).

	Degree-seeking First-time		Degree-seeking Graduates (include first-time)		Total Graduates (both degree- and non- degree-seeking)	
	N	%	N	%	N	%
Nonresident aliens	111	9.5%	677	15.2%	702	14.4%
Hispanic/Latino	14	1.2%	48	1.1%	52	1.1%
Black or African American, non-Hispanic	11	0.9%	44	1.0%	49	1.0%
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Total	1,169	100.0%	4,456	100.0%	4,859	100.0%

PERSISTENCE

B3. Number of degrees awarded by your institution from July 1, 2018, to June 30, 2019.

Certificate/diploma	_____
Associate degrees	_____
Bachelor's degrees	**3245**
Postbachelor's certificates	**80**
Master's degrees	**830**
Post-master's certificates	_____
Doctoral degrees – research/scholarship	**206**
Doctoral degrees – professional practice	**187**
Doctoral degrees – other	_____

GRADUATION RATES

The items in this section correspond to data elements collected by the IPEDS Web-based Data Collection System's Graduation Rate Survey (GRS). For complete instructions and definitions of data elements, see the IPEDS GRS Forms and Instructions for the 2019-20 Survey.

In the following section for bachelor's or equivalent programs, please disaggregate the Fall 2011 and Fall 2012 cohorts (formerly CDS B4-B11) into four groups:

- **Students who received a Federal Pell Grant***
- **Recipients of a subsidized Stafford Loan who did not receive a Pell Grant**
- **Students who did not receive either a Pell Grant or a subsidized Stafford Loan**
- **Total (all students, regardless of Pell Grant or subsidized loan status)**

*Students who received both a Federal Pell Grant and a subsidized Stafford Loan should be reported in the "Recipients of a Federal Pell Grant" column.

For each graduation rate grid below, the numbers in the first three columns for Questions A-G should sum to the cohort total in the fourth column (formerly CDS B4-B11).

For Bachelor's or Equivalent Programs

Please provide data for the Fall 2013 cohort if available. If Fall 2013 cohort data are not available, provide data for the Fall 2012 cohort.

Fall 2013 Cohort

	Recipients of a Federal Pell Grant	Recipients of a Subsidized Stafford Loan who did not receive a Pell Grant	Students who did not receive either a Pell Grant or a subsidized Stafford Loan	Total (sum of 3 columns to the left)
A - Initial 2013 cohort of first-time, full-time, bachelor's (or equivalent) degree-seeking undergraduate students	**N/A**	**N/A**	**N/A**	**1932**
B - Of the initial 2013 cohort, how many did not persist and did not graduate for the following reasons: deceased, permanently disabled, armed forces, foreign aid service of the federal government, or official church missions; total allowable exclusions				**0**
C - Final 2013 cohort, after adjusting for allowable exclusions				**1932**

D - Of the initial 2013 cohort, how many completed the program in four years or less (by Aug. 31, 2016)				**656**
E - Of the initial 2013 cohort, how many completed the program in more than four years but in five years or less (after Aug. 31, 2016 and by Aug. 31, 2017)				**400**
F - Of the initial 2013 cohort, how many completed the program in more than five years but in six years or less (after Aug. 31, 2017 and by Aug. 31, 2018)				**113**
G - Total graduating within six years (sum of lines D, E, and F)				**1169**
H - Six-year graduation rate for 2013 cohort (G divided by C)				**60.5%**

RETENTION RATES

Report for the cohort of all full-time, first-time bachelor's (or equivalent) degree-seeking undergraduate students who entered in Fall 2018 (or the preceding summer term). The initial cohort may be adjusted for students who departed for the following reasons: death, permanent disability, or service in the armed forces, foreign aid service of the federal government or official church missions. No other adjustments to the initial cohort should be made.

B22. For the cohort of all full-time bachelor's (or equivalent) degree-seeking undergraduate students who entered your institution as freshmen in Fall 2018 (or the preceding summer term), what percentage was enrolled at your institution as of

the date your institution calculates its official enrollment in Fall 2019? **81.1 %**

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 2019. Include early decision, early action, and students who began studies during summer in this cohort. Applicants should include only those students who fulfilled the requirements for consideration for admission (i.e., who completed actionable applications) and who have been notified of one of the following actions: admission, 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 (freshman) **men who applied**	**4736**
Total first-time, first-year (freshman) **women who applied**	**11508**
Total	**16244**

Total first-time, first-year (freshman) **men who were admitted**	**2991**
Total first-time, first-year (freshman) **women who were admitted**	**6502**
Total	**9493**

Total full-time, first-time, first-year (freshman) **men who enrolled**	**765**
Total part-time, first-time, first-year (freshman) **men who enrolled**	**25**
Total	**790**

Total full-time, first-time, first-year (freshman) **women who enrolled**	**1208**
Total part-time, first-time, first-year (freshman) **women who enrolled**	**36**
Total	**1244**

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

Do you have a policy of placing students on a waiting list? ☐ Yes ☒ No

If yes, please answer the questions below for Fall 2019 admissions:

Number of qualified applicants offered a place on waiting list _____

Number accepting a place on the waiting list _____

Number of wait-listed students admitted_____

Is your waiting list ranked?

If yes, do you release that information to students?

Do you release that information to school counselors?

ADMISSION REQUIREMENTS

C3. High school completion requirement

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

☒ High school diploma is required and GED is accepted

☐ High school diploma is required and GED is not accepted

☐ High school diploma or equivalent is not required

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

☒ Require

☐ Recommend

☐ Neither require nor recommend

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

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

	Units Required	Units Recommended
Total academic units	**22**	
English	**4**	
Mathematics	**3**	
Science	**3**	
Of these, units that must be lab		
Foreign language		
Social studies	**3**	
History		
Academic electives	**5**	
Computer Science		
Visual/Performing Arts		
Other *(specify)*	**4 other college preparatory courses**	

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: **None**

Open admission policy as described above for all students ___

Open admission policy as described above for most students, but

selective admission for out-of-state students ___

selective admission to some programs ___

other (explain) _____

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

	Very Important	Important	Considered	Not Considered
Academic				
Rigor of secondary school record	☒	☐	☐	☐
Class rank	☐	☒	☐	☐
Academic GPA	☒	☐	☐	☐
Standardized test scores	☒	☐	☐	☐
Application Essay	☐	☐	☒	☐
Recommendation	☐	☐	☒	☐
Nonacademic				
Interview	☐	☐	☒	☐
Extracurricular activities	☐	☐	☒	☐
Talent/ability	☐	☐	☒	☐
Character/personal qualities	☐	☐	☐	☒
First generation	☐	☐	☐	☒
Alumni/ae relation	☐	☐	☐	☒
Geographical residence	☐	☐	☒	☐
State residency	☐	☒	☐	☐

Religious affiliation/commitment	☐	☐	☐	☒
Racial/ethnic status	☐	☐	☐	☒
Volunteer work	☐	☐	☐	☒
Work experience	☐	☐	☐	☒
Level of applicant's interest	☐	☐	☐	☒

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 202

	ADMISSION				
	Require	**Recommend**	**Require for Some**	**Consider If Submitted**	**Not Used**
SAT or ACT	☒	☐	☐	☐	☐
ACT only	☐	☒	☐	☐	☐
SAT only	☐	☒	☐	☐	☐
SAT and SAT Subject Tests or ACT	☐	☐	☐	☐	☒
SAT Subject Tests	☐	☐	☐	☐	☒

B. If your institution will make use of the ACT in admission decisions for first-time, first-year, degree-seeking applicants for Fall 2020 please indicate which ONE of the following applies (regardless of whether the writing score will be used in the admissions process):

X ACT with writing required

___ ACT with writing recommended.

___ ACT with or without writing accepted

If your institution will make use of the SAT in admission decisions for first-time, first-year, degree-seeking applicants for Fall 2020 please indicate which ONE of the following applies (regardless of whether the Essay score will be used in the admissions process):

___ SAT with Essay component required

___ SAT with ESSAY component recommended

X SAT with or without ESSAY 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	☒	☒
For placement	☒	☒
For advising	☐	☐
In place of an application essay	☐	☐
As a validity check on the application essay	☐	☐
No college policy as of now	☐	☐
Not using essay component	☐	☐

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

___ yes **X** no

E. Latest date by which SAT or ACT scores must be received for fall-term admission
March 1st

Latest date by which SAT Subject Test scores must be received for fall-term admission_____

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):_____

FRESHMAN PROFILE

Provide information for **ALL enrolled, degree-seeking, full-time and part-time, first-time, first-year (freshman) students** enrolled in Fall 2019, including students who began studies during summer, international students/nonresident aliens, and students admitted under special arrangements.

C9. Percent and number of first-time, first-year (freshman) students enrolled in Fall 2019 who submitted national standardized (SAT/ACT) test scores. Include information for ALL enrolled, degree-seeking, first-time, first-year (freshman) students who submitted test scores.

Do not include partial test scores (e.g., mathematics scores but not 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. ***Do*** convert Old SAT scores to New SAT scores using the College Board's concordance tools and tables (sat.org/concordance).

Percent submitting SAT scores	**69.5%**
Number submitting SAT scores	**1403**
Percent submitting ACT scores	**41.5%**
Number submitting ACT scores	**839**

For each assessment listed below, report the score that represents the 25th percentile (the score that 25 percent of the freshman population scored at or below) and the 75th percentile score (the score that 25 percent scored at or above).

Assessment	25th Percentile Score	75th Percentile Score	Average Scores
SAT Evidence-Based Reading and Writing	**540**	**630**	**589.1**
SAT Math	**530**	**640**	**588.9**
ACT Composite	**21**	**26**	**23.6**
ACT Math	**19**	**26**	**23.1**
ACT English	**20**	**26**	**23.0**

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

Score Range	SAT Evidence-Based Reading and Writing	SAT Math
700-800	**6.1%**	**8.5%**
600-699	**38.9%**	**33.1%**
500-599	**48.9%**	**52.0%**

400-499	**6.1%**	**6.1%**
300-399	**0.0%**	**0.2%**
200-299	**0.0%**	**0.0%**
	100%	**100%**

Score Range	ACT Composite	ACT English	ACT Math
30-36	**8.3%**	**14.7%**	**6.1%**
24-29	**38.6%**	**29.2%**	**42.2%**
18-23	**49.5%**	**44.9%**	**41.2%**
12-17	**3.6%**	**11.2%**	**10.3%**
6-11	**0.0%**	**0.0%**	**0.0%**
Below 6	**0.0%**	**0.0%**	**0.0%**
	100%	**100%**	**100%**

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 **24.0%**

Percent in top quarter of high school graduating class **52.3%**

Percent in top half of high school graduating class **83.7%** } Top half + bottom half = 100%.

Percent in bottom half of high school graduating class **16.3%**

Percent in bottom quarter of high school graduating class **1.5%**

Percent of total first-time, first-year (freshman) students who submitted high school class rank: **59.3%**

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	**42.4%**
Percent who had GPA between 3.50 and 3.74	**20.0%**
Percent who had GPA between 3.25 and 3.49	**16.6%**
Percent who had GPA between 3.00 and 3.24	**12.4%**
Percent who had GPA between 2.50 and 2.99	**8.2%**
Percent who had GPA between 2.0 and 2.49	**0.4%**
Percent who had GPA between 1.0 and 1.99	**0%**
Percent who had GPA below 1.0	**0%**
	100%

C12. Average high school GPA of all degree-seeking, first-time, first-year (freshman) students who submitted GPA: **3.74**

Percent of total first-time, first-year (freshman) students who submitted high school GPA: **95.1%**

Admission Policies

C13. Application fee

Does your institution have an application fee? ☒ Yes ☐ No

Amount of application fee: **$70**

Can it be waived for applicants with financial need? ☒ Yes ☐ 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_

Free: _____

Reduced: ____

Can on-line application fee be waived for applicants with financial need? No

C14. Application closing date

Does your institution have an application closing date? ☒ Yes ☐ No

Application closing date (fall): **March 1st**

Priority date: **January 5th**

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

☒ Yes ☐ No

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

On a rolling basis beginning (date): **September 1st**

By (date): _____

Other: _____

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

Must reply by (date): _____

No set date: _____

Must reply by May 1 or within ___2__ weeks if notified thereafter

Other: _____

Deadline for housing deposit (MMDD): **Deadline Specified on Housing Contract**

Amount of housing deposit: **$400**

Refundable if student does not enroll?

___ Yes, in full

_X_ Yes, in part

___ No

C18. Deferred admission:

Does your institution allow students to postpone enrollment after admission?

☐ Yes ☒ No

If yes, maximum period of postponement: _____

C19. Early admission of high school students:

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

☐ Yes ☒ No

C20. Common Application:

Question removed from CDS. (Initiated during 2006-2007 cycle)

EARLY DECISION AND EARLY ACTION PLANS

C21. Early decision:

Does your institution offer an early decision plan (an admission plan that permits students to apply and be notified of an admission decision well in advance of the regular notification date and that asks students to commit to attending if accepted) for first-time, first-year (freshman) applicants for fall enrollment?

☐ Yes ☒ No

If "yes," please complete the following:

First or only early decision plan closing date _____

First or only early decision plan notification date _____

Other early decision plan closing date _____

Other early decision plan notification date _____

For the Fall 2018 entering class:

Number of early decision applications received by your institution _____

Number of applicants admitted under early decision plan _____

Please provide significant details about your early decision plan:

_____

_____

C22. Early action:

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

☐ Yes ☒ No

If "yes," please complete the following:

Early action closing date _____

Early action notification date _____

Is your early action plan a "restrictive" plan under which you limit students from applying to other early plans?

☐ Yes ☐ No

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 2019.

	Applicants	Admitted Applicants	Enrolled Applicants
Men	1330	1074	583
Women	2238	1862	854
Total	**3,568**	**2,936**	**1,437**

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?

24 transferable credits

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

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

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

(on a 4.0 scale): **2.8**

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

2.5 for nonresidents, 2 for residents

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

_____
_____

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

	Priority Date	Closing Date	Notification Date	Reply Date	Rolling Admission
Fall	**January 5th**	**March 1st**			**Yes**
Winter					
Spring	**September 1st**	**October 1st**			**Yes**
Summer					

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

☐ Yes ☒ No

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

_____

_____

TRANSFER CREDIT POLICIES

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

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

Number **60** Unit type **Semester hours**

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

Number **no max** Unit type _____

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

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

D17. Describe other transfer credit policies:

_____
_____

MILITARY SERVICE TRANSFER CREDIT POLICIES

D18. Does your institution accept the following military/veteran transfer credits:

American Council on Education (ACE)	☒ Yes	☐ No
College Level Examination Program (CLEP)	☒ Yes	☐ No
DANTES Subject Standardized Tests (DSST)	☒ Yes	☐ No

D19. Maximum number of credits or courses that may be transferred based on military education evaluated by the American Council on Education (ACE):

Number N/A Unit type _____

D20. Maximum number of credits or courses that may be transferred based on Department of Defense supported prior learning assessments (College Level Examination Program (CLEP) or DANTES Subject Standardized Tests (DSST)):

Number N/A Unit type _____

D21. Are the military/veteran credit transfer policies published on your website?

☐ Yes ☒ No

If yes, please provide the URL where the policy can be located: _____

D22. Describe other military/veteran transfer credit policies unique to your institution:

The University of Hawaii at Manoa accepts ACE and DSST on a case by case basis.

E. ACADEMIC OFFERINGS AND POLICIES

E1. Special study options:

Identify those programs available at your institution. Refer to the glossary for definitions.

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

E2. Has been removed from the CDS.

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

- ☒ Arts/fine arts
- ☐ Computer literacy
- ☒ English (including composition)
- ☒ Foreign languages
- ☐ History
- ☐ Humanities
- ☐ Mathematics
- ☐ Philosophy
- ☒ Sciences (biological or physical)
- ☒ Social science

☐ Other (describe):

Library Collections: The CDS publishers will collect library data again when a new Academic Libraries Survey is in place.

F. STUDENT LIFE

F1. Percentages of first-time, first-year (freshman) degree-seeking students and degree-seeking undergraduates enrolled in Fall 2019 who fit the following categories:

	First-time, first-year (freshman) students	Undergraduates
Percent who are from out of state (exclude international/nonresident aliens from the numerator and denominator)	41.8%	30.0%
Percent of men who join fraternities	1%	1%
Percent of women who join sororities	1%	1%
Percent who live in college-owned, -operated, or -affiliated housing	56%	23%
Percent who live off campus or commute	44%	15.3%
Percent of students age 25 and older	0.0%	21.1%
Average age of full-time students	17.9%	21.1%
Average age of all students (full- and part-time)	17.9%	21.9%

F2. Activities offered

Identify those programs available at your institution.

☒ Campus Ministries ☒ Literary magazine ☒ Radio station

☒ Choral groups	☒ Marching band	☒ Student government
☒ Concert band	☐ Model UN	☒ Student newspaper
☒ Dance	☒ Music ensembles	☒ Student-run film society
☒ Drama/theater	☒ Musical theater	☒ Symphony orchestra
☒ International Student Organization	☐ Opera	☐ Television station
☒ Jazz band	☒ Pep band	☐ 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.

☒ Coed dorms

☐ Men's dorms

☐ Women's dorms

☒ Apartments for married students

☒ Apartments for single students

☒ Special housing for disabled students

☐ Special housing for international students

☐ Fraternity/sorority housing

☐ Cooperative housing

☒ Theme housing

☐ Wellness housing

☐ Other housing options (specify):

_____

G. ANNUAL EXPENSES

G0. Please provide the URL of your institution's net price calculator: http://www.hawaii.edu/fas/basics/calculator.php

Provide 2020-2021 academic year costs of attendance for the following categories that are applicable to your institution.

☒ Check here if your institution's 2020-2021 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 2020-2021 academic year costs of attendance will be available:

_____

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

Data provided below are from academic year 2019-2020

List the typical tuition, required fees, and room and board for a full-time undergraduate student for the FULL 2020-2021 academic year (30 semester hours or 45 quarter hours for institutions that derive annual tuition by multiplying credit hour cost by number of credits). A full academic year refers to the period of time generally extending from September to June; usually equated to two semesters, two trimesters, three quarters, or the period covered by a four-one-four plan. Room and board is defined as double occupancy and 19 meals per week or the maximum meal plan. Required fees include only charges that all full-time students must pay that are *not* included in tuition (e.g., registration, health, or activity fees.) Do *not* include optional fees (e.g., parking, laboratory use).

	FIRST-YEAR	UNDERGRADUATES
PRIVATE INSTITUTION Tuition:		
PUBLIC INSTITUTION	**11,304**	**11,304**

Tuition: In-district:		
In-state (out-of-district):	**11,304**	**11,304**
Out-of-state:	**33,336**	**33,336**
NONRESIDENT ALIEN: Tuition:	**33,336**	**33,336**
REQUIRED FEES:	**882**	**882**
ROOM AND BOARD: (on-campus)	**13,366**	**13,366**
ROOM ONLY: (on-campus)	**9,239**	**9,239**
BOARD ONLY: (on-campus meal plan)	**4,127**	**4,127**

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

Other:

_____

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

12 minimum ___maximum

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

☐ Yes ☐ No

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

☐ Yes ☐ No

If yes, what percentage of full-time undergraduates pay more than the tuition and fees reported in G1? 15%

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

	Residents	Commuters (living at home)	Commuters (not living at home)
Books and supplies:	**1,058**	**1,058**	**1,058**
Room only:			**9,239**
Board only:		**2,236**	**4,127**
Room and board total (if your college cannot provide separate room and board figures for commuters not living at home):			**13,366**
Transportation:			
Other expenses:	**3,213**	**2,854**	**3,213**

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

PRIVATE INSTITUTIONS:	
PUBLIC INSTITUTIONS In-district:	**471**
In-state (out-of-district):	**471**
Out-of-state:	**1389**
NONRESIDENT ALIENS:	**1389**

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: 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:

Non-need institutional grants

Non-need tuition waivers

Non-need athletic awards

Non-need federal grants
Non-need state grants

Non-need outside grants

Non-need student loans

Non-need parent loans

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.

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.

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

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 2018-2019 academic year (see the next item below), use the 2018-2019 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:

☐ 2019-2020 estimated or ☒ 2018-2019 final

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

X Federal methodology (FM)

___ Institutional methodology (IM)

___ Both FM and IM

	Need-based (Include non-need-based aid use to meet need.)	Non-need-based (Exclude non-need-based aid use to meet need.)
	$	$
Scholarships/Grants		
Federal	18490175	0

State (i.e., all states, not only the state in which your institution is located)	**1836304**	**0**
Institutional: Endowed scholarships, annual gifts and tuition funded grants, awarded by the college, excluding athletic aid and tuition waivers (which are reported below).	**22948988**	**11337338**
Scholarships/grants from external sources (e.g., Kiwanis, National Merit) not awarded by the college	**3259993**	**8344979**
Total Scholarships/Grants	**46535460**	**19682317**
Self-Help		
Student loans from all sources (excluding parent loans)	**18008846**	**18215427**
Federal Work-Study	**868596**	**0**
State and other (e.g., institutional) work-study/employment (Note: Excludes Federal Work-Study captured above.)	**0**	**0**
Total Self-Help	**18877442**	**18215427**
Parent Loans	**0**	**29970010**
Tuition Waivers Note: Reporting is optional. Report tuition waivers in this row if you choose to report them. Do not report tuition waivers elsewhere.	**20505675**	**33313404**
Athletic Awards	**44245**	**7732763**

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.

	First-time Full-time Freshmen	Full-time Undergrad (Incl. Fresh)	Less Than Full-time Undergrad
a) Number of degree-seeking undergraduate students (CDS Item B1 if reporting on Fall 2019 cohort)	**1,826**	**10,898**	**2,504**
b) Number of students in line **a** who applied for need-based financial aid	**1637**	**9033**	**1714**
c) Number of students in line **b** who were determined to have financial need	**1055**	**6,112**	**1,008**
d) Number of students in line **c** who were awarded any financial aid	**1041**	**6015**	**935**
e) Number of students in line **d** who were awarded any need-based scholarship or grant aid	**1021**	**5,789**	**866**
f) Number of students in line **d** who were awarded any need-based self-help aid	**531**	**3390**	**539**
g) Number of students in line **d** who were awarded any non-need-based scholarship or grant aid	**264**	**1324**	**128**
h) Number of students in line **d** whose need was fully met (exclude PLUS loans, unsubsidized loans, and private alternative loans)	**332**	**1,695**	**187**
i) On average, the percentage of need that was met of students who were awarded any need-based aid. Exclude any aid that was awarded in excess of need as well as any resources that	**71.5%**	**68.9%**	**56.6%**

were awarded to replace EFC (PLUS loans, unsubsidized loans, and private alternative loans)			
j) The average financial aid package of those in line **d.** Exclude any resources that were awarded to replace EFC (PLUS loans, unsubsidized loans, and private alternative loans)	**$15,787**	**$15,223**	**$10,917**
k) Average need-based scholarship or grant award of those in line **e**	**$11,205**	**$10,488**	**$7,053**
l) Average need-based self-help award (excluding PLUS loans, unsubsidized loans, and private alternative loans) of those in line **f**	**$3,899**	**$4,802**	**$4,819**
m) Average need-based loan (excluding PLUS loans, unsubsidized loans, and private alternative loans) of those in line **f** who were awarded a need-based loan	**$3,605**	**$4,558**	**$4,739**

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. 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.

	First-time Full-time Freshmen	Full-time Undergrad (Incl. Fresh)	Less Than Full-time Undergrad
n) Number of students in line **a** who had no financial need and who were awarded institutional non-need-based scholarship or grant aid (exclude those who were awarded athletic awards and tuition benefits)	**514**	**2,664**	**481**

o) Average dollar amount of institutional non-need-based scholarship and grant aid awarded to students in line **n**	**$13,135**	**$13,390**	**$10,059**
p) Number of students in line **a** who were awarded an institutional non-need-based athletic scholarship or grant	**44**	**224**	**46**
q) Average dollar amount of institutional non-need-based athletic scholarships and grants awarded to students in line **p**	**$21,417**	**$23,146**	**$20,825**

Note: These are the graduates and loan types to include and exclude in order to fill out CDS H4 and H5.

Include:

* 2019 undergraduate class: all students who started at your institution as first-time students

  and received a bachelor's degree between July 1, 2018 and June 30, 2019.

* only loans made to students who borrowed while enrolled at your institution.

* co-signed loans.

Exclude:

* students who transferred in.

* money borrowed at other institutions.

* parent loans

* students who did not graduate or who graduated with another degree or certificate (but no

  bachelor’s degree.

H4. Provide the number of students in the 2019 undergraduate class who started at your institution as first-time students and received a bachelor's degree between July 1, 2018 and June 30, 2019. Exclude students who transferred into your institution. **1361**

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. NOTE: The “Average per-undergraduate-borrower cumulative principal borrowed,” is designed to provide better information about student borrowing from federal and nonfederal (institutional, state, commercial) sources. The numbers, percentages, and averages for each row should be based only on the loan source specified for the particular row. For example, the federal loans average (row b) should only be the cumulative average of federal loans and the private loans average (row e) should only be the cumulative average of private loans.

Source/Type of Loan	Number in the class (defined in H4 above) who borrowed from the types of loans specified in the first column	Percent of the class (defined above) who borrowed from the types of loans specified in the first column (nearest 1%)	Average per-undergraduate-borrower cumulative principal borrowed from the types of loans specified in the first column (nearest $1)
a) Any loan program: Federal Perkins, Federal Stafford Subsidized and Unsubsidized, institutional, state, private loans that your institution is aware of, etc. Include both Federal Direct Student Loans and Federal Family Education Loans.	**563**	**41%**	**$24,223**
b) Federal loan programs: Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans.	**553**	**41%**	**$21,472**
c) Institutional loan programs.	**0**	**0%**	**$0**

d) State loan programs.	**36**	**3%**	**$3,665**
e) Private student loans made by a bank or lender.	**48**	**4%**	**$33,991**

Aid to Undergraduate Degree-seeking Nonresident Aliens **(Note: Report numbers and dollar amounts for the same academic year checked in item H1.)**

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

☒ Institutional need-based scholarship or grant aid is available

☒ Institutional non-need-based scholarship or grant aid is available

☐ Institutional scholarship and grant aid is not available

If institutional financial aid is available for undergraduate degree-seeking nonresident aliens, provide the number of undergraduate degree-seeking nonresident aliens who were awarded need-based or non-need-based aid: **227**

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

$ **25,046**

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

$ **5,685,427**

H7.

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

- ☐ Institution's own financial aid form
- ☐ CSS/Financial Aid PROFILE
- ☐ International Student's Financial Aid Application
- ☐ International Student's Certification of Finances
- ☒ Other:

_____

Process for First-Year/Freshman Students

H8.Check off all financial aid forms domestic first-year (freshman) financial aid applicants must submit:

- ☒ FAFSA
- ☐ Institution's own financial aid form
- ☐ CSS/Financial Aid PROFILE
- ☐ State aid form
- ☐ Noncustodial PROFILE
- ☐ Business/Farm Supplement
- ☐ Other:

_____

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

Priority date for filing required financial aid forms: **Febuary 1st**

Deadline for filing required financial aid forms: _____

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

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

a.) Students notified on or about (date): _____

b.) Students notified on a rolling basis: yes/no If yes, starting date: **April 1st**

H11. Indicate reply dates:

Students must reply by (date): **May 1st** or within **4** weeks of notification.

Types of Aid Available

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

H12. Loans

FEDERAL DIRECT STUDENT LOAN PROGRAM (DIRECT LOAN)

☒ Direct Subsidized Stafford Loans

☒ Direct Unsubsidized Stafford Loans

☒ Direct PLUS Loans

☒ Federal Perkins Loans

☐ Federal Nursing Loans

☒ State Loans

☐ College/university loans from institutional funds

☐ Other (specify):

_____

H13. Scholarships and Grants

NEED-BASED:

☒ Federal Pell

☒ SEOG

☒ State scholarships/grants

☒ Private scholarships

☒ College/university scholarship or grant aid from institutional funds

☐ United Negro College Fund

☐ Federal Nursing Scholarship

☐ Other (specify):

_____

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

Non-need	Need-based		Non-need	Need-based	
X	X	Academics	X		Leadership
X		***Alumni affiliation***			Minority status
X		Art	X		Music/drama
X		Athletics			Religious affiliation

		Job skills	X	X	State/district residency
X		ROTC			

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:

_____

_____

_____

_____

I. INSTRUCTIONAL FACULTY AND CLASS SIZE

I-1. Please report the number of instructional faculty members in each category for Fall 2019. 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 for research. Use the chart below to determine inclusions and exclusions:

	Full-time	Part-time
(a) 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	Exclude	Include only if they teach one or more non-clinical credit courses
(b) administrative officers with titles such as dean of students, librarian, registrar, coach, and the like, even though they may devote part of their time to classroom instruction and may have faculty status	Exclude	Include if they teach one or more non-clinical credit courses
(C) other administrators/staff who teach one or more non-clinical credit courses even though they do not have faculty status	Exclude	Include
(d) undergraduate or graduate students who assist in the instruction of courses, but have titles such as teaching assistant, teaching fellow, and the like	Exclude	Exclude
(e) faculty on sabbatical or leave with pay	Include	Exclude

(f) faculty on leave without pay	Exclude	Exclude
(g) replacement faculty for faculty on sabbatical leave or leave with pay	Exclude	Include

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).

	Full-time	Part-time	Total
a.) Total number of instructional faculty	**1,153**	**260**	**1,413**
b.) Total number who are members of minority groups	**547**	**179**	**726**
c.) Total number who are women	**533**	**114**	**647**
d.) Total number who are men	**620**	**146**	**766**
e.) Total number who are nonresident aliens (international)	**267**	**16**	**283**
f.) Total number with doctorate, or other terminal degree	**1,009**	**241**	**1,250**
g.) Total number whose highest degree is a master's but not a terminal master's	**117**	**16**	**133**
h.) Total number whose highest degree is a bachelor's	**24**	**3**	**27**
i.) Total number whose highest degree is unknown or other (Note: Items **f**, **g**, **h**, and **i** must sum up to item **a**.)	**3**	**0**	**3**
j.) Total number in stand-alone graduate/professional programs in which faculty teach virtually only graduate-level students	**80**	**206**	**286**

I-2. Student to Faculty Ratio

Report the Fall 2019 ratio of full-time equivalent students (full-time plus 1/3 part time) to full-time equivalent instructional faculty (full time plus 1/3 part time). In the ratio calculations, exclude both faculty and students in stand-alone graduate or professional programs such as medicine, law, veterinary, dentistry, social work, business, or public health in which faculty teach virtually only graduate level students. Do not count undergraduate or graduate student teaching assistants as faculty.

Fall 2019 Student to Faculty ratio: **10.0** to 1 (based on **12414** students and **1240** faculty).

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 2019 term.

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

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

Using the above definitions, please report for each of the following class-size intervals the number of *class sections* and *class subsections* offered in Fall 2019. For example, a lecture class with 800 students who met at another time in 40 separate labs with 20 students should be counted once in the “100+” column in the class section column and 40 times under the “20-29” column of the class subsections table.

Number of Class Sections with Undergraduates Enrolled

Undergraduate Class Size (provide numbers)

	1 TO 9	10 TO 19	20 TO 29	30 TO 39	40 TO 49	50 TO 99	100 +	Grand Total
class sections	168	451	264	118	70	86	61	1218
class sub-sections	141	409	226	45	26	24	6	877
Total	309	860	490	163	96	110	67	2095
% of Grand Total	15%	41%	23%	8%	5%	5%	3%	100%
Average Undergraduate Class Size 22.7								

J. DISCIPLINARY AREAS OF DEGREES CONFERRED

Degrees conferred between July 1, 2018 and June 30, 2019

For each of the following discipline areas, provide the percentage of diplomas/certificates, associate, and bachelor's degrees awarded. To determine the percentage, use majors, not headcount (e.g., students with one degree but a double major will be represented twice). Calculate the percentage from your institution's IPEDS Completions by using the sum of 1st and 2nd majors for each CIP code as the numerator and the sum of the Grand Total by 1st Majors and the Grand Total by 2nd major as the denominator. If you prefer, you can compute the percentages using 1st majors only.

		Bachelor's		Master's		Doctoral Professional		Doctoral Researcher	
Category	**CIP Codes**	**N**	**%**	**N**	**%**	**N**	**%**	**N**	**%**
Agriculture	1	25	0.8%	16	1.9%	0	0.0%	0	0.0%
Natural resources and conservation	3	39	1.2%	16	1.9%	0	0.0%	1	0.5%
Architecture	4	27	0.8%	22	2.7%	12	6.4%	3	1.5%
Area, ethnic, and gender studies	5	81	2.5%	17	2.0%	0	0.0%	6	2.9%
Communication/journalism	9	153	4.7%	11	1.3%	0	0.0%	6	2.9%
Communication technologies	10	35	1.1%	0	0.0%	0	0.0%	0	0.0%
Computer and information sciences	11	81	2.5%	9	1.1%	0	0.0%	0	0.5%
Personal and culinary services	12	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Education	13	128	3.9%	171	20.6%	0	0.0%	13	6.3%
Engineering	14	293	9.0%	34	4.1%	0	0.0%	18	8.7%
Engineering technologies	15	0	0.0%	0	0.0%	0	0.0%	0	0.0%

Foreign languages, literatures, and linguistics	16	134	4.1%	33	4.0%	0	0.0%	11	5.3%
Family and consumer sciences	19	94	2.9%	0	0.0%	0	0.0%	1	0.5%
Law/legal studies	22	0	0.0%	5	0.6%	83	44.4%	0	0.0%
English	23	68	2.1%	14	1.7%	0	0.0%	11	5.3%
Liberal arts/general studies	24	54	1.7%	0	0.0%	0	0.0%	0	0.0%
Library science	25	0	0.0%	24	2.9%	0	0.0%	0	0.0%
Biological/life sciences	26	261	8.0%	33	4.0%	0	0.0%	23	11.2%
Mathematics and statistics	27	17	0.5%	7	0.8%	0	0.0%	3	1.5%
Military science and military technologies	28 & 29	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Multi/Interdisciplinary studies	30	26	0.8%	1	0.1%	0	0.0%	0	0.0%
Parks and recreation	31	150	4.6%	14	1.7%	0	0.0%	0	0.0%
Philosophy and religious studies	38	17	0.5%	9	1.1%	0	0.0%	5	2.4%
Theology and religious vocations	39	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Physical sciences	40	39	1.2%	34	4.1%	0	0.0%	35	17.0%
Science technologies	41	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Psychology	42	184	5.7%	11	1.3%	0	0.0%	16	7.8%
Homeland Security, law enforcement, firefighting, and protective services	43	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Public administration and social services	44	32	1.0%	109	13.1%	0	0.0%	2	1.0%
Social sciences	45	257	7.9%	28	3.4%	0	0.0%	29	14.1%
Construction trades	46	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Mechanic and repair technologies	47	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Precision production	48	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Transportation and materials moving	49	0	0.0%	0	0.0%	0	0.0%	0	0.0%

Visual and performing arts	50	80	2.5%	17	2.0%	0	0.0%	5	2.4%
Health professions and related programs	51	220	6.8%	65	7.8%	92	49.2%	13	6.3%
Business/marketing	52	717	22.1%	129	15.5%	0	0.0%	3	1.5%
History	54	33	1.0%	1	0.1%	0	0.0%	2	1.0%
TOTAL (should = 100%)		**3245**	100.00%	830	100.0%	187	100.0%	206	100.0%

K. DEFINITIONS

Common Data Set Definitions

- **All definitions related to the financial aid section appear at the end of the Definitions document.**

- Items preceded by an asterisk (*) represent definitions agreed to among publishers which do not appear on the CDS document but may be present on individual publishers' surveys.

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

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

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

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

American Indian or Alaska Native: A person having origins in any of the original peoples of North 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, nonadmission, placement on waiting list, or application withdrawn (by applicant or institution).

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

Asian: 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 nonschool-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 their 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

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:

Non-need institutional grants

Non-need tuition waivers

Non-need athletic awards

Non-need federal grants
Non-need state grants

Non-need outside grants

Non-need student loans

Non-need parent loans

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.

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

Maholo

For more information, visit MIRO' website https://manoa.hawaii.edu/miro/
If you have any questions or suggestions, please contact MIRO miro@hawaii.edu