Institutional Characteristics 2012-13

Institution: Hilbert College (191621)

User ID: P1916211

Overview

Institutional Characteristics Overview

Welcome to the Institutional Characteristics (IC) component. This component collects important information about your institution's mission, admissions, student services, and student charges.

Much of the data reported on IC appear on College Navigator, a college search service for students. Please report data correctly, as College Navigator is only updated one time after IC data have been reviewed, so errors may stay on the website for a full year.

Additionally, the cost of attendance data are used to calculate the net price of attendance in the Student Financial Aid component. This has important implications for what students see about your institution, and also for the College Affordability and Transparency lists.

Remember, it is the responsibility of the keyholder to provide NCES with accurate data about the institution. Please never hesitate to call the IPEDS Help Desk and ask for help to make sure that you are reporting correctly! Changes to This Year's Institutional Characteristics Component:

- There is a new question that asks at what levels your institution offers distance education: undergraduate, graduate, or no distance education offered. Please carefully review the definition of distance education before responding.
- !! Cost of attendance data will only be collected for the current year. Any changes to prior year data need to be made in the prior year revision system. Starting next year, only one year of data will be able to be revised in prior year systems.

Reviews of the IC survey data indicate a number of places where many people make errors. Please review the common errors listed below to ensure your institution does not make any reporting errors which may affect your institution's appearance to students and others.

- **Do not try to outsmart fatal errors.** In some cases, this provides false information to students or may cause an institution to appear on the College Affordability and Transparency lists. Fatal errors are there for a reason contact the Help Desk at 877.225.2568 and they will happily help you to figure out what you are doing incorrectly, or provide an override if necessary.
- Admissions data are for first-time students only.
- Many institutions are open admission but indicate that they are not. If your institution only requires a
 GED or other high school equivalent and/or an ability to benefit test, and admits almost all students that
 apply, your institution is open admission.
- If your institution makes ANY (even one) exceptions to an on-campus housing requirement, you should not indicate that you require students to live on campus. This leads to inconsistent and problematic reporting on the Student Financial Aid survey.
- Academic year reporters need to report tuition, fees, and living expenses for the entire academic year for which they are reporting. In order to be consistent with other institutions in IPEDS, please use the IPEDS definition of an academic year.

To download survey materials package for this component: Survey Materials

To see last year's data submission for this component: Reported Data

Part A - Mission Statement							
1. Provide the institution's mission	n statement <i>or</i> a web address (URL) where the mission statement can be						
found. Typed statements are limite public on College Navigator.	ed to 2,000 characters or less. The mission statement will be available to the						
Mission Statement URL:	www.hilbert.edu/about-						
	Please begin URL with "http://" or "https://"						
Mission Statement							
2. Are all the programs at your ins	titution offered completely via <u>distance education</u> ?						
C Yes							
© No							

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Part B - Admissions and Estimated Enrollment

1. Does your institution have an <u>open admission policy</u> for all or most entering <u>first-time</u> degree/certificate-seeking <u>undergraduate-level</u> students?

If the only requirement for admission is a high school diploma or GED/other equivalent, your institution is still considered open admission. Institutions that require only an Ability to Benefit or similar test beyond the diploma/equivalent, and only reject a very small number of students based on the test, are also considered open admission.

If your institution does not have an open admission policy, you will be expected to answer additional questions (B2, B3, and B4) regarding your admissions procedures and admissions yield.

O	Yes
6	No

Tou may use the space below to provide context for the data you've reported above. These context notes
will be posted on the College Navigator website, and should be written to be understood by students and
parents.

Part B - Admission Requirements and Services - Admission Considerations
2. Please select the option that best describes how your institution uses any of the following data in its undergraduate selection process.

Admission Considerations	Required	Recommended	Neither Required nor Recommended	Don't Know
Secondary school GPA	•	O	O	0
Secondary school rank	0	•	O	0
Secondary school record	•	O	O	0
Completion of college-preparatory program	0	O	•	0
Recommendations	0	•	О	0
Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments)	0	O	•	0
Admission test scores				
SAT / ACT	0	O	•	0
Other Test (ABT, Wonderlic, WISC-III, etc.) Note: If this is the only requirement other than a diploma or equivalent, and few students are not admitted due to this test, please return to question 1 and indicate that your institution is open admission.	0	О	©	0
<u>TOEFL</u> (Test of English as a Foreign Language)	0	•	O	0

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Part B - Admission Requirements and Services - Selection Process

3. Provide the number of first-time, degree/certificate-seeking undergraduate students who applied, who were admitted, and who enrolled (either full- or part-time) at your institution for the most recent Fall period available. Include early decision, early action, and students who began studies during the summer prior to the selected fall reporting period.

Remember that this question is only applicable to first-time students, do not include other students in these totals.

Select reporting period:	6 Fall 2011	Fall 2012	
	Men	Women	Total
Number of <u>applicants</u>	454	580	1,034
Number of <u>admissions</u>	343	449	792
Number (of admitted)	86	94	180
Number (of admitted) hat enrolled part-time	0	2	2
Total enrolled full-time and part-time	86	96	182
Percent of admissions enrolled full-time and part-time	25	21	23
summer prior to the se DO NOT convert test s	elected fall reporting peri	rt an SAT score to an ACT scale,	etc.). If you have numbers for both
Select reporting period	Fall 2011	C Fall 2012	Test scores NOT required
Number of enrolled stud	dents that submitted <u>SAT</u> s	scores	
Percent of enrolled stud	lents that submitted SAT s	cores	
Number of enrolled stud	dents that submitted ACT s	scores	
Percent of enrolled stud	lents that submitted ACT s	scores	
	25th Percentile		75th Percentile
	201111 0100111110		
SAT Critical Reading			



SAT Writing		
ACT Composite		
ACT English		
ACT Math		
ACT Writing		
You may use the space be will be posted on the College		
parents.		
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Part B - Estimated Fall Enrollment

Estimated 2012 Fall Enrollment

Provide an early estimate of the institution's fall enrollment for all levels offered. Levels should match those indicated 'Yes' in the IC Header survey. If you made an error in the IC Header survey, please contact the Help Desk.

These data will NOT appear in College Navigator, but will be made available via the IPEDS Data Center.

Estimates should be based on the definitions used in the IPEDS Fall Enrollment component submitted during the spring collection (for academic institutions report an estimate of the students that are/will be enrolled as of October 15, 2012; for program reporter institutions report an estimate of students enrolled in your institution at any time between August 1 and October 31, 2012). Prior year (PY) Fall Enrollment counts are provided for reference.

	 € Full-time	FT PY Enroll- ment	 ⊘ Part-time	PT PY Enroll- ment	Total
Undergraduate (academic or	070	914	Lee	175	1,033
occupational programs)	878		155		
Of undergraduates, those who are		223		4	182
first-time, degree/certificate-	180		2		
seeking students					
<u>Graduate</u>	1 41	28	1		42

Part C - Student Services - Special Learning Opportunities

				ar Learning Op		•	
1. Does y	our inst	itution accept	any of the fo	ollowing? [Check a	all that apply]		
~	Dual c	redit (college c	redit earned v	vhile in high school)			
	Credit	for life experier	nces				
V	Advan	ced placement	(AP) credits				
	None o	of the above					
2. What t	ypes of	special learni	ng opportuni	ties are offered by	your institution	on? [Check all that	apply]
V	ROTC						
	V	Army		Navy		Air Force	
~	Study	<u>abroad</u>					
	Weeke	end/evening co	llege				
~	Teach	er certification	(for the eleme	ntary, middle schoo	l/junior high, or	secondary level)	
	Do no t			ch at the postsecond			
	~	Students can	complete the	ir preparation in cer	tain areas of sp	ecialization	
		Students mus	t complete the	eir preparation at ar	nother institutior	n for certain areas o	of specialization
		This institution	n is approved	by the state for the	initial certification	on or licensure of te	eachers
	None o	of the above					
3. If your	instituti	on grants a b	achelor's deç	gree or higher but	does not offer	a full 4-year progr	ram of study at the
undergra	duate le	vel, how man	y years of co	mpleted college-le	evel work are re	equired for entran	ce?
Number o	of years			Select One	~		



		Student Services - Distance Opportunities
. Wh	ich of	f the following selected student services are offered by your institution? [Check all that apply]
	_	Remedial services
	~	Academic/career counseling services
	V	Employment services for current students
	V	Placement services for program completers
	~	
		On-campus day care for children of students
		None of the above
. Doe	es you	ur institution have its own library or are you financially supporting a shared library with another
	_	dary education institution?
	_	Have our own library
	•	Do not have our own library but contribute financial support to a shared library
	0	Neither of the above
. Indi	C icate	whether or not any of the following alternative tuition plans are offered by your institution.
		C No
		Yes
		Tuition guarantee
		Prepaid tuition plan
		Tuition payment plan
		Other (specify in box below)
. Ple	ase ir	ndicate at what level(s) your institution offers <u>distance education</u> opportunities (courses and/or
rogr	ams).	
	V	Undergraduate
	,,	Graduate
		The institution does not offer distance education opportunities
⊕ ∨-	u ma	we use the energy helpsy to provide context for the data you've reported above. These context notes
		y use the space below to provide context for the data you've reported above. These context notes ted on the College Navigator website, and should be written to be understood by students and
aren	-	

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Part C - Disability Service
Please indicate the percentage of all undergraduates enrolled during fall 2011 who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office).

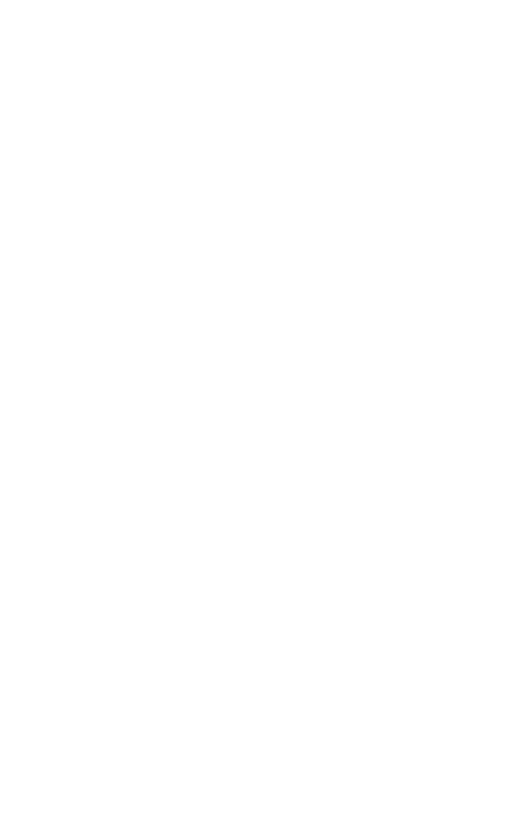
3 percent or less

More than 3 percent:

7

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.

Part D - Student Charges Questions 1. Are all <u>full-time</u> , <u>first-time</u> degree/certificate-seeking	students required to live on campus or in institutionally-
controlled housing?	
If you answer Yes to this question, you will not be asked to (D11).	report off-campus room and board in the price of attendance
This is only a screening question, and your response does	not show up on College Navigator.
	e first-time, full-time student living off-campus, please answer inancial Aid survey. Making changes to the SFA component is institution.
· ·	No
o	Yes, and we do not make ANY (even one) exceptions to this rule
2. Does your institution charge different tuition for in-d	istrict, in-state, or out-of-state students?
If you answer Yes to this question, you will be expected to students.	report tuition amounts for in-district, in-state, and out-of-state
Please only select Yes if you really charge different tuition	rates, or you will be reporting the same numbers 3 times.
•	No
0	Yes
3. Does your institution offer institutionally-controlled	housing (either on or off campus)?
If you answer Yes to this question, you will be expected to combined room and board charge (D10).	specify a housing capacity, and to report a room charge or a
O	No
•	Yes
	Specify housing capacity for academic year 2012-13
	304
4. Do you offer board or meal plans to your students?	
If you answer Yes to this question, you will be expected to (D10).	report a board charge or combined room and board charge
O	No
•	Yes - Enter the number of meals per week in the maximum meal plan available
	19
О	Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)



Part D - Undergraduate Student Charges

If the institution charges an appli	cation fee, inc	dicate the amount.	
		Amount	Prior year
Undergraduate application fee		25	25
5. Charges to full-time undergrad	luate students	s for the full <u>academic year</u> 2012-13	
Please be sure to report an average	e tuition that in	cludes all students at all levels (freshman, soph	omore, etc.).
		Amount F	Prior year
All full-time undergraduates			
Average tuition		18,800	18,300
Required fees		600	600
6. Per credit hour charge for part	-time undergr	aduate students	
Please be sure to report an average	e per credit tuit	ion that includes all students at all levels (freshi	man, sophomore, etc.).
		Amount	Prior year
Per credit hour charge		465	450

Part D - Graduate Student Charges

If the institution charges an application fee, in	ndicate the amount.	
	Amount	Prior year
Graduate application fee	20	20
	or Doctor's Degree – Professional Practice progre e programs are collected separately. the full academic year 2012-13	ams.
	Amount	Prior year
Average <u>tuition</u>	16,080	15,600
Required fees	180	180

Part D - Student Charges - Room and Board

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If your institution offers room or board at no charge to students, enter zero.

If you report room and board separately, leave the combined charge blank. If you report a combined charge, leave the room and board charges blank.

. com and board or any goo brains		
Room and board charges	Amount	Prior year
Room charge (Double occupancy)	4,300	4,170
Board charge (Maximum plan)	4,100	4,050
Combined room and board charge (Answer only if you CANNOT separate room and board charges.)	NA	

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Part D - Student Charges - Price of Attendance

11. Cost of attendance for full-time, first-time undergraduate students:

Please enter the amounts requested below. These data will be made available to the public on College Navigator. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need. Please talk to your financial aid office to get these numbers, to ensure that you are reporting correctly.

If the 2012-13 tuition and/or fees as reported on this page for full-time, first-time students are covered by a tuition guarantee program, check the applicable box(es) under 'Tuition Guarantee'. Additionally, please indicate the maximum % increase that is guaranteed. These numbers are expected to be fairly small. Please contact the Help Desk if you are confused about these values and how to report them.

Charges for full academic year	2009-10	2010-11	2011-12	2012-13		
Published <u>tuition</u> and <u>required fees</u> :					Tuition Guarante (check only if applicabl to entering students in 2012- 13)	e e
Tuition	17,350	17,890	18,300	18,800		
Required fees	640	640	640	640		
Tuition + fees total	17,990	18,530	18,940	19,	440	
Books and supplies	700	750	750	750		
n campus:				,		
Room and board	7,700	8,000	8,220	8,400		
Other expenses	800	900	900	800		
Room and board and other expenses	8,500	8,900	9,120	9,	200	
Off campus (not with family):						
Room and board	4,500	4,500	4,500	4,500		
Other expenses	800	800	800	800		
Room and board and other expenses	5,300	5,300	5,300	5,	300	
Off campus (with family):						
Other expenses	800	800	800	800		

You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.



		College (191621 1)						
				ociation?					
	utioi	ii a iiieiiibei oi a i	ational atinetic ass						
Yes -	- Ch	eck all that apply							
~	Nat	tional Collegiate At	nletic Association (N	CAA)					
	Nat	tional Association of	of Intercollegiate Athle	etics (NAIA)					
	Nat	tional Junior Colleg	e Athletic Association	n (NJCAA)					
	Uni	ited States Collegia	te Athletic Association	on (USCAA)					
	Nat	tional Christian Col	lege Athletic Associa	ition (NCCAA)					
	Oth	ner							
			he NCAA or NAIA, s	specify the conference F	OR EACH SPORT usi	ng the pull do	wn menu.		
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stitu NCA	AA o No	or NAIA member Yes-Specify	he NCAA or NAIA, s	specify the conference F	OR EACH SPORT usi			Select One Allegheny Mountain Collegiate Conference Allegheny Mountain Collegiate Conference	V V
ו	Athistite No Yes	Athletenstitution No Yes - Ch	Athletic Association astitution a member of a nanch No Yes - Check all that apply National Collegiate Athletic National Association of National Junior Collegian United States Collegian	Athletic Association Institution a member of a national athletic association Yes - Check all that apply National Collegiate Athletic Association (N National Association of Intercollegiate Athletic Association United States Collegiate Athletic Association	Athletic Association Institution a member of a national athletic association? No Yes - Check all that apply National Collegiate Athletic Association (NCAA) National Association of Intercollegiate Athletics (NAIA)	Athletic Association Institution a member of a national athletic association? No Yes - Check all that apply National Collegiate Athletic Association (NCAA) National Association of Intercollegiate Athletics (NAIA) National Junior College Athletic Association (NJCAA) United States Collegiate Athletic Association (USCAA)	Athletic Association Institution a member of a national athletic association? No Yes - Check all that apply National Collegiate Athletic Association (NCAA) National Association of Intercollegiate Athletics (NAIA) National Junior College Athletic Association (NJCAA) United States Collegiate Athletic Association (USCAA)	Athletic Association Institution a member of a national athletic association? No Yes - Check all that apply National Collegiate Athletic Association (NCAA) National Association of Intercollegiate Athletics (NAIA) National Junior College Athletic Association (NJCAA) United States Collegiate Athletic Association (USCAA)	Athletic Association Institution a member of a national athletic association? No Yes - Check all that apply National Collegiate Athletic Association (NCAA) National Association of Intercollegiate Athletics (NAIA) National Junior College Athletic Association (NJCAA) United States Collegiate Athletic Association (USCAA)

Prepared by

ricpaicu by			
This survey component was prepared by	y:		
Keyholder SFA Contact	HR Contact	Finance Contact	Other
Name: Ron Eskew			
Email: reskew@hilbert.edu			
H- 1 212(-1-1		No. 1	
How long did it take to prepare this survey component?	2	hours 0	minutes
The name of the preparer is being collected are questions concerning the data. The Key	yholder will be copied on all	email correspondence to other	preparers.
The time it took to prepare this component reporting burden associated with IPEDS. P query and search data sources, complete a	lease include in your estimat	te the time it took for you to rev	iew instructions,
System.	are component, a	and the same and same and agreement	
Thank you for your assistance.			

Summary

Institutional Characteristics Component Summary Academic Year Reporters

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the ExPT and sent to your institution's CEO in November 2013.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

	GENERAL INFORMATION					
Mission Statement	http://www.hilbert.edu/about-hilbert/mission-vision					
Are all the programs at your institution offered completely via distance education?	No					
Special Learning Opportunities	ROTC (Army) Study abroad Teacher certification (below the postsecondary level)					
Student Services	Remedial services Academic/career counseling services Employment services for current students Placement services for program completers					
Credit Accepted	Dual credit (college credit earned while in high school) Advanced placement (AP) credits					
Undergraduate students enrolled who are formally registered with office of disability services	7%					

PRICING INFORMATION									
Estimated expenses for academic year for full-time, first-time students	2009-10	2010-11	2011-12	2012-13					
Tuition and fees	\$17,990	\$18,530	\$18,940	\$19,440					
Books and supplies	\$700	\$750	\$750	\$750					
On Campus Room and Board	\$7,700	\$8,000	\$8,220	\$8,400					
On Campus Other Expenses	\$800	\$900	\$900	\$800					
Off Campus Room and Board	\$4,500	\$4,500	\$4,500	\$4,500					
Off Campus Other Expenses	\$800	\$800	\$800	\$800					
Off Campus with family Other Expenses	\$800	\$800	\$800	\$800					
Average undergraduate student tuition and fees for academic year 2012- 13	Tuition		Fees						
		\$18,800		\$600					



PRICING INFORMATION			
Average graduate student tuition and fees for academic year 2012-13	Tuition	Fees	
	\$16,080	\$180	
Alternative tuition plans	Tuition payment plan		

ADMISSIONS INFORMATION					
Open admiss	ion	No			
Undergradua	te application fee 2012-13				\$25
Undergradua	te Admissions Fall 2012	Total	Total Male Fem		Female
	Number of applicants	1,034	454		580
	Percent admitted	77%	76%		77%
	Percent admitted who enrolled	23%	25%		21%
Admissions C	onsiderations	Required	Recommended		
		Secondary school GPA Secondary school reco			ons

Edit Report

Institutional Characteristics

Hilbert College (191621)

Source	Description	Severity	Resolved	Options
Screen	: Enrollment			
Screen Entry	The number you entered, 41, is outside the expected range of within 30% of the number reported in last year's Enrollment. Please fix or explain. (Error #11190)	Explanation	Yes	
Reason:	: 2012-13 is the second year of Hilbert College's two new graduate programs and so the total of 42 includes the 23 continuing graduate students (from 2011-12)plus the 19 admitted in Fall 2012.			