

University of Colorado Institutional Analysis

Received from CCHE July, 2009 - as "sample", then "final" 9/15/09 with additions

2009- 2010 Data Collection Calendar, Public Institutions of Higher Education, Department of Higher Education

Additional CU-Boulder dates not shown below on calendar:

CU-Boulder freshman admissions: Applications due 1/15 for regular admission; confirms due 5/1; projections available around 2/1, 5/15, 7/1
 Fall Census: September 11, 2009 with stats available around September 17
 Research, OCG: Around October-November for prior FY
 Indicators: Early October

	SURDS	Finance	IPEDS	Academic Affairs
July-09	3 Common Data Set* 9 Student Enrollment File (Spring) 16 Remedial Course File (Spring) 23 Undergraduate Assessment file (Spring) - CC's only 30 1023 File (Spring)	14 Institutions submit fiscal report 17 FTE Final Student Enrollment Report for prior fiscal year (Andy Carlson)	3 Common Data Set* 9 Student Enrollment File (Spring) 16 Remedial Course File (Spring) 23 Undergraduate Assessment file (Spring) - CC's only 30 1023 File (Spring)	
August-09	Checks on Application File 12 Teacher Education File (Full Year) 13 Student Enrollment File (not CU) (Interim) 20 Degrees Granted File (Full Year)			Teacher Ed File
September-09	10 Financial Aid File (Full Year) -- "--Public Institutions (Celina Duran) 11 Freeze Application File at Census	3 CCHE Tuition & Fee Survey (Full Fiscal Year) (Andy Carlson) (course fees part - Blake) 14 All Public Institutions submit SURDS Financial Aid File and signed verification to DHE 19 Format 40 due to CU System (for Budget Data Book)	2 CEOs of unregistered institutions to be contacted by NCES to appoint keyholder. 2 Fall Collection Begins Institutional Characteristics Completions Fall Enrollment estimate	
October-09	5 Financial Aid File (Full Year) -- "--Private and Proprietary Inst (Celina Duran) 8 Student Enrollment File (Summer) 15 Remedial Course File (not CU) 22 1023 File (Summer) 29 Undergraduate Applicant File (Summer & Fall)	1 Budget Data Book Submission 8 Fall Census FTE Report Fall Headcount Enrollment Report 23 Format 40 Budget Data (Andy Carlson)	14 Fall Collection Ends (KH Closing Date)	30 Annual Fiscal Report (Extended Studies) 30 Non-Credit Course & Enrollment Report (Extended Studies) 30 Extended Studies Policy 30 Compliance Report 30 Out of State & Out of Country Report
November-09	12 Degrees Granted File (Summer for IPEDS GRS)	5 Administrative Salary Survey 12 Institutions may submit request for Adjustment forms 12 All institutions submit Mid-Year Utilization Report (what is this?)		
December-09			2 Winter Collection Begins	
January-10	14 Student Enrollment File (Fall) 21 Remedial Course File (not CU) 28 1023 File (Fall)		Employees Faculty Salaries 20 Winter Collection Ends	31 Off Campus State Funded Requests
February-10	3 Undergraduate Assessment File (Fall) - CC's Only	11 Fall Final & Spring Census FTE Report 15 Institutions may submit Request for Adjustment 15 FEB. Commission Meeting: Commission approves Student Expense Budget Parameters		
March-10	25 Undergraduate Applicant File (Winter & Spring)		3 Spring Collection Begins Finance Financial Aid Enrollment Grad Rates	
April-10	29 Student Enrollment File (Winter) (not CU)	13 All institutions submit Utilization Report	14 Spring Collection Ends (KH closing date)	
May-10				
June-10				
July-10	1 Common Data Set* 8 Student Enrollment File (Spring) 15 Remedial Course File (Spring) 22 Undergraduate Assessment file (Spring) - CC's only 29 1023 File (Spring)	15 FTE Final Student Enrollment Report for prior fiscal year	TBA Registration	

*Institutions have the option of sending the URL for the its Common Data Set on the web or a completed survey as an email attachment.
 **Institutions should anticipate receiving the new year's UserID and password via email in July or by mail to the institution's CEO (if not preregistered) in September.

COLOR KEYS	IRM and Lou Blake	Robert Erika	Annie Lou, Annie	Extended Studies
-------------------	----------------------	-----------------	---------------------	------------------