

Institution: Bemidji State University (173124)

User ID: 88G5321

Overview**Institutional Characteristics Overview**

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

Much of the data reported on IC appear on College Navigator, which is updated once after IC data has been reviewed. Thus, errors may stay on College Navigator 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 Center's lists. **Revisions or changes to costs can ONLY be made in the Student Financial Aid component and not in the prior year revision system.**

Remember, it is the responsibility of the keyholder to submit accurate data about the institution. Please contact the IPEDS Help Desk for clarifications to make sure that you are reporting correctly.

Changes to This Year's IC Component

The following changes were implemented for the 2016-17 data collection period:

- In Part C, the question about library services has been modified.
- In Part C, questions about distance education opportunities have been modified and moved to their own screen.

Common Errors

Quality control reviews of past IC data indicate frequently made errors. Please review the common errors below to ensure accurate reporting. Additional common errors or tips can be found in the New Keyholder Handbook under Resources.

- Part C, question 8 should only be marked 'YES' if your institution is **EXCLUSIVELY** distance education. Do not mark 'YES' if your courses/programs are also available in person.
- Do not try to outsmart fatal errors; this is falsifying data. Contact the Help Desk to override, or fix, the data.
- Make sure you understand ALL definitions before responding to questions. For example, make sure that you are reporting for an 'ACADEMIC YEAR' or 'PROGRAM' as defined by IPEDS.

To download the survey materials for this component: [Survey Materials](#)

To access your prior year data submission for this component: [Reported Data](#)

Part A - Mission Statement

1. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 2,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL:

http://www.bemidjistat


Please begin URL with "http://" or "https://"

Mission Statement

Part B - Services and Programs for Servicemembers and Veterans

1. Which of the following are available to veterans, military servicemembers, or their families?

<input type="checkbox"/>	Yellow Ribbon Program (officially known as Post-9/11 GI Bill, Yellow Ribbon Program)
<input checked="" type="checkbox"/>	Credit for military training
<input checked="" type="checkbox"/>	Dedicated point of contact for support services for veterans, military servicemembers, and their families
<input checked="" type="checkbox"/>	Recognized student veteran organization
<input checked="" type="checkbox"/>	Member of Department of Defense Voluntary Educational Partnership Memorandum of Understanding
<input type="checkbox"/>	None of the above

 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 C - Student Services - Special Learning Opportunities

1. Does your institution accept any of the following? [Check all that apply]

<input checked="" type="checkbox"/>	Dual credit (college credit earned while in high school)
<input checked="" type="checkbox"/>	Credit for life experiences
<input checked="" type="checkbox"/>	Advanced placement (AP) credits
<input type="checkbox"/>	None of the above

2. What types of special learning opportunities are offered by your institution? [Check all that apply]

<input type="checkbox"/>	ROTC				
<input type="checkbox"/>	Army	<input type="checkbox"/>	Navy	<input type="checkbox"/>	Air Force
<input checked="" type="checkbox"/>	Study abroad				
<input type="checkbox"/>	Weekend/evening college				
<input checked="" type="checkbox"/>	Teacher certification (for the elementary, middle school/junior high, or secondary level)				
	Do not include certifications to teach at the postsecondary level.				
<input type="checkbox"/>	Students can complete their preparation in certain areas of specialization				
<input type="checkbox"/>	Students must complete their preparation at another institution for certain areas of specialization				
<input checked="" type="checkbox"/>	This institution is approved by the state for the initial certification or licensure of teachers				
<input type="checkbox"/>	None of the above				

3. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance?

Number of years	Select One
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Part C - Student Services: Other Student Services

4. Which of the following selected student services are offered by your institution? [Check all that apply]


<input checked="" type="checkbox"/>	Remedial services
<input checked="" type="checkbox"/>	Academic/career counseling services
<input checked="" type="checkbox"/>	Employment services for current students
<input checked="" type="checkbox"/>	Placement services for program completers
<input type="checkbox"/>	On-campus day care for children of students
<input type="checkbox"/>	None of the above

5. Which of the following academic library resource or service does your institution provide? [Check all that apply]

<input checked="" type="checkbox"/>	Physical facilities
<input checked="" type="checkbox"/>	An organized collection of printed materials
<input checked="" type="checkbox"/>	Access to digital/electronic resources
<input checked="" type="checkbox"/>	A staff trained to provide and interpret library materials
<input checked="" type="checkbox"/>	Established library hours
<input type="checkbox"/>	Access to library collections that are shared with other institutions
<input type="checkbox"/>	None of the above

6. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

<input type="radio"/>	No
<input checked="" type="radio"/>	Yes
<input type="checkbox"/>	Tuition guarantee
<input type="checkbox"/>	Prepaid tuition plan
<input checked="" type="checkbox"/>	Tuition payment plan
<input type="checkbox"/>	Other (specify in box below)

 You may use the space below to provide context for the alternative tuition plans 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 C - Student Services - Distance Education Opportunities

7. Does your institution offer distance education courses?

<input type="radio"/>	No
<input checked="" type="radio"/>	Yes

8. Are all the programs at your institution offered exclusively via distance education programs?

<input checked="" type="radio"/>	No
<input type="radio"/>	Yes


9. Please indicate at what level(s) your institution offers distance education opportunities (courses and/or programs).

<input checked="" type="checkbox"/>	Undergraduate
<input checked="" type="checkbox"/>	Graduate
<input type="checkbox"/>	The institution does not offer distance education opportunities

Part C - Student Services: Disability Service

10. Please indicate the percentage of all undergraduate students enrolled during fall 2015 who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office).

	<input type="radio"/> 3 percent or less	
	<input checked="" type="radio"/> More than 3 percent:	5%

 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 full-time, first-time 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 report off-campus room and board in the price of attendance (D11).

This is only a screening question, and your response does not show up on College Navigator.

*If you make any exceptions to this rule, and have even one full-time, first-time student living off-campus, please answer **No** so that this does not cause conflicts with the Student Financial Aid survey. Making changes to the SFA component is very difficult and may lead to inaccurate reporting for your institution.*

☒ No

☐ Yes, and we do not make **ANY** (even one) exceptions to this rule

2. Does your institution charge different tuition for in-district, in-state, or out-of-state students?

If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.

*Please only select **Yes** if you really charge different tuition rates, or you will be reporting the same numbers 3 times.*

☒ No

☐ 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 specify a housing capacity, and to report a room charge or a combined room and board charge (D10).

☐ No

☒ Yes

Specify housing capacity for academic year 2016-17

1,450

4. Do you offer board or meal plans to your students?

If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D10).

☐ No

☐ Yes - Enter the number of meals per week in the maximum meal plan available

☒ 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 application fee, indicate the amount.

	Amount	Prior year
Undergraduate application fee	20	20

5. Charges to full-time undergraduate students for the full academic year 2016-17

Please be sure to report an average tuition that includes all students at all levels (freshman, sophomore, etc.).

	Amount	Prior year
All full-time undergraduates		
Average tuition	7,360	7,360
Required fees	1,034	1,006

6. Per credit hour charge for part-time undergraduate students

Please be sure to report an average per credit tuition that includes all students at all levels (freshman, sophomore, etc.).

	Amount	Prior year
Per credit hour charge	257	257

Part D - Graduate Student Charges

If the institution charges an application fee, indicate the amount.

	Amount	Prior year
Graduate application fee	20	20

*Please do not include tuition for Doctor's Degree – Professional Practice programs.
Data for those programs are collected separately.*

7. Charges to full-time graduate students for the full academic year 2016-17

	Amount	Prior year
Average <u>tuition</u>	6,986	6,986
Required <u>fees</u>	1,034	1,006

8. Per credit hour charge for part-time graduate students

	Amount	Prior year
Per <u>credit hour</u> charge	388	388

Part D - Student Charges - Room and Board

10. What are the typical room and board charges for a student for the full academic year 2016-17?


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.


Room and board charges	Amount	Prior year
? Room charge (Double occupancy)	4,974	4,830
? Board charge (Maximum plan)	2,950	2,860
Combined room and board charge (Answer only if you CANNOT separate room and board charges.)	NA	


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 **2016-17 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		2013-14	2014-15	2015-16	2016-17	 Tuition Guarantee (check only if applicable to entering students in 2016-17)	Guaranteed increase %
Published <u>tuition</u> and <u>required fees</u> :							
Tuition		7,146	7,146	7,360	7,360	<input type="checkbox"/>	
Required fees		978	988	1,006	1,034	<input type="checkbox"/>	
Tuition + fees total		8,124	8,134	8,366	8,394		
Books and supplies		862	900	890	890		
On-campus:							
Room and board		7,254	7,470	7,690	7,924		
Other expenses		2,700	2,800	2,900	3,000		
Room and board and other expenses		9,954	10,270	10,590	10,924		
Off-campus (not with family):							
Room and board		7,254	7,470	7,690	7,924		
Other expenses		2,700	2,800	2,900	3,000		
Room and board and other expenses		9,954	10,270	10,590	10,924		
Off-campus (with family):							
Other expenses		2,700	2,800	2,900	3,000		

 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 E - Athletic Association

1. Is this institution a member of a national athletic association?

<input type="radio"/>	No
<input checked="" type="radio"/>	Yes - Check all that apply
<input checked="" type="checkbox"/>	National Collegiate Athletic Association (NCAA)
<input type="checkbox"/>	National Association of Intercollegiate Athletics (NAIA)
<input type="checkbox"/>	National Junior College Athletic Association (NJCAA)
<input type="checkbox"/>	United States Collegiate Athletic Association (USCAA)
<input type="checkbox"/>	National Christian College Athletic Association (NCCAA)
<input type="checkbox"/>	Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the pull down menu.

Sport	NCAA or NAIA member		Conference
Football	<input type="radio"/> No	<input checked="" type="radio"/> Yes-Specify	Northern Sun Intercollegiate Conference
Basketball	<input type="radio"/> No	<input checked="" type="radio"/> Yes-Specify	Northern Sun Intercollegiate Conference
Baseball	<input type="radio"/> No	<input checked="" type="radio"/> Yes-Specify	Northern Sun Intercollegiate Conference
Cross country and/or track	<input type="radio"/> No	<input checked="" type="radio"/> Yes-Specify	Northern Sun Intercollegiate Conference

Prepared by

This survey component was prepared by:					
<input checked="" type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input type="radio"/>	Academic Library Contact	<input type="radio"/>	Other
Name: Doug Olney					
Email: dolney@bemidjistate.edu					
How long did it take to prepare this survey component?					
2 hours				minutes	
The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data. The Keyholder will be copied on all email correspondence to other preparers.					
The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS. Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.					
Thank you for your assistance.					

Summary**Institutional Characteristics Component Summary
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 Data Center and sent to your institution's CEO in November 2016.

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.

The survey data cannot be shown because you have not yet completed the survey.

Institutional Characteristics

Bemidji State University (173124)

Source	Description	Severity	Resolved	Options
Global Edits				
Perform Edits	<div>You did not complete all of the mandatory survey items. The following screens have missing information: Undergrad Tuition Grad Tuition Price of Attendance</div> <div>Additional edits will be performed once the missing information is provided. (Error #11502)</div>	Fatal	Yes	
Reason: Overridden by administrator.				