**NASPAA Annual Data Report**

**AY 2017-2018**

**Short Form**

**Membership level data**

If your school has more than one degree that falls under your NASPAA membership, you should aggregate the data for each degree into one response for these questions. You will only need to complete this section for the first degree program you enter.

**1. Last fall semester/quarter, what was the number of each of the following? (use headcount, not FTE. If you have only FTE data, please indicate this in the Comments & Caveats section below.)**

**a. Total instructional faculty?\_\_\_\_\_**

 **b. Total sections offered by your NASPAA degree program(s)\_\_\_\_**

 **c. Percentage of those sections taught by full-time faculty\_\_\_\_\_**

Tuition

For the following questions relating to tuition/fees, the program should provide data for a student enrolled on a FULL TIME basis. Please include all mandatory fees as well as tuition in your calculations. Do not include adjustments for financial aid offered to students. If appropriate, report the following separately (Private Institutions should report their tuition under Level 1):

Level 1: The highest level of tuition (Typically for Out of State students)

Level 2: For those programs with a second, lower tuition rate (Typically for In State students)

**2. What is the TOTAL, non-discounted cost (tuition/fees) for a Full-Time Student who enrolled in fall of the survey year(2016) to *complete the entire degree program*?:**

|  |  |  |
| --- | --- | --- |
|  | Out-of-state | In-state |
| Tuition |  |  |
| Fees |  |  |
| Total Cost |  |  |

Financial Aid

For this survey, financial aid consists of tuition scholarships, assistantships, fellowships, or work-study support from your institution. This includes direct funding from your program or from other sources within the institution. Do not include loans or other assistance that must be repaid.

Indicate the percentage of students enrolled in the program who received financial aid. Enter separate percentages for Full-time, Part-Time, and International Students. Enter a whole number between 0 and 100 for 0% to 100%.

1. **% of Full-Time Students receiving financial aid**
2. **% of Part-Time Students receiving financial aid**
3. **% of International Students (Full and Part-Time) receiving financial aid**

**Program Level Data**

The following section should be completed for each of your NASPAA membership degrees.

**6. Name of the School/ Department where the program resides**

**7. Indicate who the program is primarily designed to serve (select only one):**

a. Full-time students only

b. Generally full-time with some part-time

c. Both full-time and part-time students

d. Generally part-time with some full-time

e. Part Time Students only

f. Other (please explain)

8. Indicate how the program defines its Academic Year Calendar

Summer, Fall, Spring

Fall, Spring, Summer

Other (please specify)

**9. Are evening or weekend classes available**

We have evening classes but not weekend ones

We have weekend but not evening classes

We have both evenings and weekend ones

We have neither evening nor weekend classes

**10. Approximately how many semesters/ terms would it take a full-time student to complete the program?**

5 Semesters

4 Semesters

3 Semesters

2 Semesters

7 terms

6 terms

5 terms

4 terms

Not Applicable - Program has no Full Time Students

Other (please specify)

**11. Indicate the mode of program delivery that most accurately describes your program (check all that apply)**

a. In person instruction only

b. In person instruction with online coursework available

c. Primarily online (students have to come to campus at least once)

d. Completely online (students never have to come to campus)

**12. In the area below, describe what is distinctive about this degree program that you would like prospective students to know. You may not refer to your programs US News and World Report rankings in this text box. (Limit 60 words)**

**13. Please select the concentrations/specializations your program offers (Check all that apply):**

None

Budgeting/ Finance

City/ Local

Criminal Justice

Economic Development

Education

Emergency

Environment

General/ Public Management

Health

Homeland/ National Security

Human Resources

Information Technology

International/ Global

Leadership

Nonprofit

Organizational Management

Public Policy Analysis

Public Sector

Social Policy

State

Survey Methods

Urban

Other (Please specify)

**14. If your program has a branch or satellite campus located in another state or country, please check off which location(s) your program is available.**

**15. Admission Requirements (check all that apply):**

Bachelors Degree

Required Optional N/A

Letter of Recommendation

Required Optional N/A

Resume

Required Optional N/A

Standardized Tests

Required Optional N/A

GPA

Required Optional N/A

Statement of Intent

Required Optional N/A

Essay/Additional Writing Sample

Required Optional N/A

Professional Experience

Required Optional N/A

Interview

Required Optional N/A

Special Mission Based Criteria

Required Optional N/A

Other

Required Optional N/A

**16. Please provide a short (300 characters) description of your programs admissions policy. (In this area you may talk about waivers, typical admits, and mission based admissions factors).**

**17. Total completed applications received in the academic year for only this program (combining summer, fall and spring admission cycles if necessary, and combining applications for full-time and part-time enrollment). Count only those applications that are considered "complete" for admission:** Enter whole numbers of applications only.

**18. What is the total number of new students entering the program in the fall (Fall 2018)?**

**19. What is the total number of students currently enrolled in the program (Fall 2018)?**

**20. Of the total number of students currently enrolled (Fall 2018), what is the percentage of**

a. Out-of-state students: %

b. International students: %

c. Female students: %

d. Part-time students: %

e. Persons of diversity (Please do not include international students in this category) %

**21. How many degrees were awarded by this degree program during data report year (AY 2017-2018)**

**22. Report the job placement statistics (number) for the year PRIOR TO the annual program survey year (ie 2016-2017), of students who were employed in the “profession” within six months of graduation, by employment sector, using the table below.**

National or central government in the same country as the program

State, provincial or regional government in the same country as the program

City, County, or other local government in the same country as the program

Government not in the same country as the program (all levels) or international quasi-governmental

Nonprofit domestic-oriented

Nonprofit/NGOs internationally-oriented

Private Sector - Research/Consulting

Private Sector but not research/ consulting

Obtaining further education

Military Service

Unemployed (not seeking employment)

Unemployed (seeking employment)

Status Unknown

Total

**Long Form**

**Membership Level Data**

If your school has more than one degree that falls under your NASPAA membership, you should *aggregate the data for each degree* into one response for these questions. You will only need to complete this section for the first degree program you enter.

**23. What is the median salary for the following (if you have 3 or fewer total faculty use d. to enter median salary):**

a. Professor:

b. Associate Professor:

c. Assistant Professor:

d.

**24. Please enter the staff FTE (Full-Time Equivalent) devoted to those functions (even if some staff perform multiple functions). Use 0 [zero] for functions without designated staff.**

1. Recruiting:

2. Admissions:

3. Student Advising:

4. Career Services:

5. Alumni:

6. Distance Learning Administrative Support:

**25. Health Insurance Fees: Do the mandatory fees included in the calculations of cost in non-discounted cost (tuition/fees) of the degree program, include health insurance?**

Yes No

**26. Were students accepted into the program offered Graduate/Teaching Assistantships this academic year?**

Yes No

**27. If your program offers a stipend for your graduate or teaching assistants, what is the average stipend offered?**

Below $5,000 $5,000-$10,000 $10,001-$15,000 $15,001-$20,000 $20,001 and above

**28. Do you offer any tuition waivers or scholarships not tied to Graduate/Teaching Assistantships?**

Yes No

**29. Does the program:**

include tuition in financial aid

offer a tuition waiver

both

neither

**30. If your program offers a tuition waiver, what is the maximum number of years a student can receive a tuition waiver? years**

**Program Level Data**

The following section should be completed for each of your NASPAA membership degrees.

**31. Your institution is:**

A NASPAA Member

An APPAM Member

A member of both NASPAA and APPAM

 **32. Indicate the location of the degree program within the University:**

a. In a Stand Alone School

b. In a Center or Institute

c. In a Department of Political Science

d. In a Department other than Political Science

e. In a Business School

f. Other (Please explain)

 **33. Is a Dual-degree option available to students?**

Yes No

**34. What is the institution's academic calendar?**

Semester

Quarter

Other (Please specify)

**35. Indicate the credit hour allocations for the following (use hours not percentages):**

a. Required Courses:

c. Required Internship:

b. Elective Courses:

d. Other:

**36. What is the primary language(s) of instruction used for this degree program**

English Only

English and other language(s)

English is not a primary language

 If other, explain

**37. Do you accept new students year round or just in the Fall each academic year?**

a. We admit new students once a year, in the Fall only.

b. We admit new students both in the Fall and Spring semesters.

c. Other (Please specify)

**38. Of the total completed applications received in the academic year for this program, how many were accepted/admitted?**

**39. Of the total admitted, what is the percent for:**

a. Out-of-state residents: %

b. International students: %

c. Female: %

d. Persons of Diversity (do not provide these data if your University, State, or Country legally precludes you from doing so) %

**40. Of the total degrees awarded (from the Short form), how many were joint degrees?**

**41. What is the data source for your alumni data? (Check all that apply.)**

Program Alumni Survey

University Alumni Office

School/Department Alumni Survey

University Development Office

We don't collect alumni data

Other (Please specify)

**42. If most of your alumni data were collected from surveys, what was your survey sample collection criteria?**

**43. Please use the space below to comment on data provided above:**