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INTRODUCTION

REPORTING ADMISSIONS AND ENROLLMENT

Information for this report is drawn from the computer files maintained by the Undergraduate and Graduate Admissions and Registrars offices. These are working files, built from the daily transactions that represent the campus's official actions with respect to student admissions and enrollment. These "primary" data are captured, processed, and verified before they are put into table form for publication.

Admissions and enrollment activity is ongoing, but a "snapshot" of the data is taken as of the end of the fourteenth calendar day of each semester. It typically takes three or four days for all transactions "as of" this census date to be posted to the computer files.

We report enrollment activity at three levels. The *school* or *college* is the basic level of analysis. Within this, activity is shown by *department* or *program*, and within department or program by *discipline* or *major*, where appropriate (thus, enrollment of Earth Systems majors is shown within the Geosciences Department within the College of Natural Sciences and Mathematics). Admissions activity is reported only at the school or college level, the level at which most undergraduates are admitted. Graduate admissions at the department or program level are reported in the Graduate School Factbook, published by the Graduate School.

Calculation of undergraduate enrollment data for student majors and instructed students based upon students' *primary* and *secondary* majors. Reporting conventions for students with multiple majors are as follows: (1) Headcount student majors are computed using all declared majors, (2) FTE student majors are distributed to all major programs, and (3) instructional credit for majors is based on students with any declared major. At the school and college level the number of primary and secondary majors is reported. The number of primary majors is comparable to headcount student majors reported in previous semesters. There is no change in the way graduate enrollment is reported. See **Enrollment Definitions** for a more detailed explanation.