

## GLOSSARY OF TERMS

**Academic Year** - Consecutive fall and spring semesters. For example: AY 08-09 refers to the interval from Fall 2008 to Spring 2009.

**Accepted** - Admitted by the institution.

**Census Date** - Date on which official enrollment data are extracted from the student information system. This generally occurs in the fourth week of the semester.

**Class** - Alumni who graduated in a fiscal year (between July 1 in one year and June 30 in the next year). For example, a student graduating between July 1, 2008 and June 30, 2009 belongs to the class of '09.

**Cohort** - All students who entered the institution at the same time; usually designated by matriculation year.

**Cumulative GPA** - The grade point average calculated on all work completed at BSC.

**Enrolled** - Registered at time of semester census date.

**First-Time Freshmen** - Freshmen attending any college for the first time, including those with Advanced Placement credit and those who have earned college credits prior to high school graduation and/or during summer session between high school and college matriculation.

**Fiscal Year** - Funding year that includes July 1 through June 30. For example: FY 2009 refers to the fiscal year from July 1, 2008 through June 30, 2009.

**Freshman** - An enrolled student with fewer than 24 accumulated credit hours.

**Full-Time Equivalent (FTE) Enrollment** - Full-time equivalent enrollment is based on the following formula: Undergraduate FTE=semester credit hours/15; Graduate FTE=semester credit hours/12.

**Full-Time Equivalent Faculty** - Each full-time faculty member is counted as one FTE; however, adjustments are made for alternative responsibilities. For part-time faculty, FTE faculty = (total credit hours)/15.

**Full-Time Faculty/Staff** - Faculty/staff employed 100% time; faculty on annual sabbatical leave not included.

**Full-Time Student** - Undergraduates: Students registered for 12 or more credit hours at the census date; Graduate Students: Students registered for 9 or more credit hours at the census date.

**Graduate Division** - Courses numbered 500 and above.

**Gross Square Feet (GSF)** - The sum of all areas on all floors of a building included within the outside faces of its exterior walls, including floor penetration areas, however insignificant, for circulation and shaft areas that connect one floor to another.

**HEIRS** - The Higher Education Information Resource System is a data warehouse developed by the Massachusetts Board of Higher Education.

**Junior** - An enrolled student with 54.0 - 83.5 accumulated credit hours.

**Lower Division** - Courses numbered 000 to 299.

**Matriculated** - Enrolled in a degree program.

**Monograph** - A separate treatise on a single subject or class of subjects or on one person, usually detailed in treatment but not extensive in scope and often containing bibliographies.

**Need-Based Financial Aid** - Aid in the form of scholarships, grants, loans, and student employment awarded to students on the basis of demonstrated financial need.

**Net Assignable Square Feet (NASF)** - The sum of all areas on all floors of a building assigned to, or available for assignment to, an occupant or specific use.

**Non-Matriculated** - Not enrolled in a degree program.

**Non-Need Based Financial Aid** - Aid in the form of scholarships, grants, loans, and student employment not based on demonstrated financial need.

**Non-Resident** - A student paying out-of-state tuition.

**Net Square Feet (NSF)** - The sum of all areas on all floors of a building assigned to, or available for assignment to, an occupant or specific use, or necessary for the general operation of a building.

**Part-Time Student** - Undergraduates: Students registered for fewer than 12 credit hours at the census date; Graduate Students: Students registered for fewer than 9 credit hours at the census date.

**Residency** - Either in-state or out-of-state, determined for tuition purposes.

**Resident** - A student paying in-state tuition.

**Retention Rate** - The percentage of students enrolled from fall semester to fall semester.

**SAT Score** - Scholastic Aptitude Test score.

**Senior** - An enrolled student with at least 84 accumulated credit hours.

**Serial** - Any publication issued in successive parts appearing at intervals--usually regular ones--and as a rule intended to be continued indefinitely. The term includes periodicals, newspapers, annuals, numbered monographic series, and the proceedings, transactions, and memoirs of societies.

**Sophomore** - An enrolled student with 24.0 - 53.5 accumulated credit hours.

**Student Credit Hour (SCH)** - The sum of credits attempted by students enrolled in a course as of the census date.

**Student/Faculty Ratio** - The ratio of student FTE to faculty FTE.

**Staff** - Non-faculty appointments including executive, professional secretarial/clerical positions, technical/paraprofessional positions, skilled crafts, and service maintenance positions.

**Student Level** - An indication of a student's progress toward a degree: freshman, sophomore, junior, senior, unclassified.

**Titles** - The number of bibliographic records in the library's on-line catalog.

**Transfer Student** - A student who earned 12 or more credits at another higher education institution prior to enrolling at BSC.

**Unclassified** - A non-degree seeking student who cannot be classified into a student level because he or she is not pursuing a degree.

**Undeclared** - A student who has not specified a major program.

**Upper Division** - Courses numbered 300-499.

**Volumes** - The number of item records in the library's on-line catalog.