Council of Graduate Schools
Student-Level Characteristics Template

INSTRUCTIONS: *Use this template to provide data on students enrolled in master's programs. Add more rows as necessary.*

NAME OF INSTITUTION: _____
NAME OF PERSON COMPLETING THIS TEMPLATE: _____
PHONE: _____
EMAIL: _____

ENROLLMENT DATA					PREVIOUS GRADUATE DEGREE		Number of graduate hours transferred to program at enrollment, if any	STUDENT DEMOGRAPHIC CHARACTERISTICS				UNDERGRADUATE DATA FOR MOST RECENT DEGREE			STATUS OF MASTER'S STUDENT					Status as of June 30, 2011
															If the student has graduated:		If the student left the program without earning a master's degree:			
Scrambled ID number	Program name	Type of degree	Month student started in program (MM)	Year student started in program (YYYY)	Type of previous graduate degree or certificate	Field of previous graduate degree or certificate		Year of birth (YYYY)	Gender	Citizenship	Race/ ethnicity of domestic students	Year under-graduate degree awarded (YYYY)	Under-graduate GPA	Scale of under-graduate GPA (if other than 4.0)	Month of Graduation (MM)	Year of Graduation (YYYY)	Month of Attrition (MM)	Year of Attrition (YYYY)	Voluntary or involuntary attrition (V/I)	
EXAMPLE1	Medical Sciences	M.S.	08	2007	M.S.	102	0	1989	F	I		2007	3.22		05	2009				G
EXAMPLE2	Business Administration	MBA	08	2005			0	1982	M	C	M	2000	3.68		12	2007				G
EXAMPLE3	Animal Sciences	M.Agr.	01	2009			3	1991	F	C	W	2009	3.04				05	2009	V	L
EXAMPLE4	Civil Engineering	M.S.	08	2004			0	1981	M	C	H	1999	2.75		05	2007				G

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