

Institutional Characteristics 2017-18

Institution: Berklee College of Music (164748)

User ID: P1647482

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 2017-18 data collection period:

- In Part C, questions about distance education opportunities have been modified.
- In Part D, instructions about student charges for cost (price) of attendance for public program reporters have been modified.

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:	<div>http://www.berklee.edu/about/mission-and-philosophy</div>
	Please begin URL with "http://" or "https://"
Mission Statement	<div></div>

Part B - Services and Programs for Servicemembers and Veterans

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

<input checked="" type="checkbox"/>	<u>Yellow Ribbon Program</u> (officially known as Post-9/11 GI Bill, Yellow Ribbon Program)
<input checked="" type="checkbox"/>	<u>Credit for military training</u>
<input checked="" type="checkbox"/>	Dedicated point of contact for support services for veterans, military servicemembers, and their families
<input type="checkbox"/>	Recognized student veteran organization
<input checked="" type="checkbox"/>	Member of <u>Department of Defense Voluntary Educational Partnership Memorandum of Understanding</u>
<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.

Credit for military training is available for Berklee Online programs.

Part C - Student Services - Special Learning Opportunities

1. Does your institution accept any of the following? [Check all that apply]			
<input checked="" type="checkbox"/>	<u>Dual credit</u> (college credit earned while in high school)		
<input checked="" type="checkbox"/>	<u>Credit for life experiences</u>		
<input checked="" type="checkbox"/>	<u>Advanced placement (AP) credits</u>		
<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"/>	<u>Study abroad</u>		
<input type="checkbox"/>	<u>Weekend/evening college</u>		
<input checked="" type="checkbox"/>	<u>Teacher certification</u> (for the elementary, middle school/junior high, or secondary level) Do not include certifications to teach at the postsecondary level.		
<input checked="" 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	

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 <u>counseling services</u>
<input checked="" type="checkbox"/>	Employment services for current students
<input checked="" type="checkbox"/>	Placement services for program completers
<input type="checkbox"/>	On-campus <u>day care</u> 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 checked="" 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"/>	<u>Tuition guarantee</u>
<input type="checkbox"/>	<u>Prepaid tuition plan</u>
<input checked="" type="checkbox"/>	<u>Tuition payment plan</u>
<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

7. Please indicate at what level(s) your institution does or does not offer distance education courses and/or distance education programs. Check all that apply.

	<u>Distance education</u> courses	<u>Distance education</u> programs	Does not offer Distance Education
Undergraduate level	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Graduate level	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>


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

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

Part C - Student Services: Disability Service

9. Please indicate the percentage of all undergraduate students enrolled during fall 2016 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:	<div><div>6</div><div>%</div></div>

 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.

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

<input checked="" type="radio"/>	No
<input type="radio"/>	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).

<input type="radio"/>	No
<input checked="" type="radio"/>	Yes
	Specify <u>housing capacity</u> for academic year 2017-18
	<div>1,449</div>


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).

<input type="radio"/>	No
<input type="radio"/>	Yes - Enter the number of meals per week in the maximum meal plan available
	<div></div>
<input checked="" type="radio"/>	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
<u>Undergraduate application fee</u>	<input type="text" value="150"/>	150

5. Charges to full-time undergraduate students for the full academic year 2017-18

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

	Amount	Prior year
All full-time <u>undergraduates</u>		
Average <u>tuition</u>	<input type="text" value="41,530"/>	40,220
<u>Required fees</u>	<input type="text" value="1,220"/>	1,178

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
<u>Per credit hour charge</u>	<input type="text" value="1,510"/>	1,461

Part D - Graduate Student Charges

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

	Amount	Prior year
<u>Graduate application fee</u>	137	137

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 2017-18

	Amount	Prior year
Average <u>tuition</u>	43,800	43,387
<u>Required fees</u>	1,605	1,577

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



	Amount	Prior year
Per <u>credit hour</u> charge	1,236	1,205

Part D - Student Charges - Room and Board

10. What are the typical room and board charges for a student for the full academic year 2017-18?

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.

<u>Room</u> and <u>board charges</u>	Amount	Prior year
 Room charge (Double occupancy)	<input type="text" value="NA"/>	
 Board charge (Maximum plan)	<input type="text" value="NA"/>	
Combined room and board charge (Answer only if you CANNOT separate room and board charges.)	<input type="text" value="18,180"/>	18,000

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 2017-18 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	2014-15	2015-16	2016-17	2017-18		
Published tuition and required fees :					<div>Tuition Guarantee (check only if applicable to entering students in 2017-18)</div>	Guaranteed increase %
Tuition	37,800	38,940	40,220	41,530	<input type="checkbox"/>	
Required fees	1,110	1,142	1,178	1,220	<input type="checkbox"/>	
Tuition + fees total	38,910	40,082	41,398	42,750		
Books and supplies	474	474	474	474		

On-campus:

Room and board	17,372	17,546	18,000	18,180		
Other expenses	3,261	2,170	2,170	2,170		
Room and board and other expenses	20,633	19,716	20,170	20,350		

Off-campus (not with family):

Room and board	17,372	13,378	13,712	13,850		
Other expenses	3,261	2,170	2,170	2,170		
Room and board and other expenses	20,633	15,548	15,882	16,020		

Off-campus (with family):

Other expenses	3,261	2,170	2,170	2,170		
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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.

Tuition and fees for Berklee Online and the Boston Conservatory at Berklee may vary.

Part E - Athletic Association

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

<input checked="" type="radio"/>	No				
<input type="radio"/>	Yes - Check all that apply				
	<input 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 checked="" type="radio"/>	No	<input type="radio"/>	Yes-Specify	Select One
Basketball	<input checked="" type="radio"/>	No	<input type="radio"/>	Yes-Specify	Select One
Baseball	<input checked="" type="radio"/>	No	<input type="radio"/>	Yes-Specify	Select One
Cross country and/or track	<input checked="" type="radio"/>	No	<input type="radio"/>	Yes-Specify	Select One

Prepared by

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.

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:	<input type="text" value="Sharon Kramer"/>				
Email:	<input type="text" value="skramer1@berklee.edu"/>				

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

<input type="text" value="5.00"/>	Number of Staff (including yourself)
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How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?

Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed		Revising Data to Match IPEDS Requirements		Entering Data		Revising and Locking Data	
Your office	<input type="text" value="4.00"/>	hours	<input type="text" value="1.00"/>	hours	<input type="text" value="1.00"/>	hours	<input type="text" value="1.00"/>	hours
Other offices	<input type="text" value="3.00"/>	hours	<input type="text" value="1.00"/>	hours	<input type="text" value="0.00"/>	hours	<input type="text" value="0.00"/>	hours

Summary

Institutional Characteristics Component Summary Academic Year 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 2017.

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.

GENERAL INFORMATION	
Mission Statement	http://www.berklee.edu/about/mission-and-philosophy
Are all the programs at your institution offered exclusively via distance education programs?	No
Special Learning Opportunities	Study abroad Teacher certification (below the postsecondary level)
Student Services	Remedial services Academic/career counseling services Employment services for current students Placement services for program completers
Credit Accepted	Dual credit (college credit earned while in high school) Credit for life experiences Advanced placement (AP) credits
Undergraduate students enrolled who are formally registered with office of disability services	6%

PRICING INFORMATION					
Estimated expenses for academic year for full-time, first-time students		2014-15	2015-16	2016-17	2017-18
	Tuition and fees	\$38,910	\$40,082	\$41,398	\$42,750
	Books and supplies	\$474	\$474	\$474	\$474
	On-campus room and board	\$17,372	\$17,546	\$18,000	\$18,180
	On-campus other expenses	\$3,261	\$2,170	\$2,170	\$2,170
	Off-campus room and board	\$17,372	\$13,378	\$13,712	\$13,850
	Off-campus other expenses	\$3,261	\$2,170	\$2,170	\$2,170
	Off-campus with family other expenses	\$3,261	\$2,170	\$2,170	\$2,170
Average undergraduate student tuition and fees for academic year 2017-18		Tuition		Fees	
		\$41,530		\$1,220	
Average graduate student tuition and fees for academic year 2017-18		Tuition		Fees	
		\$43,800		\$1,605	
Alternative tuition plans		Tuition payment plan			

Institutional Characteristics

Berklee College of Music (164748)

Source	Description	Severity	Resolved	Options
Screen: Services for Servicemembers and Veterans				
Screen Entry	Services and programs for servicemembers and veterans are not expected to change from the prior year. Check your answer or provide an explanation. (Error #11326)	Explanation	Yes	
Reason:	Berklee Online offers credit for military training			
Screen Entry	Services and programs for servicemembers and veterans are not expected to change from the prior year. Check your answer or provide an explanation. (Error #11326)	Explanation	Yes	
Reason:	This is available campus wide			