

2009- 2010 Data Collection and Report Calendar Public Institutions of Higher Education Department of Higher Education					
	SURDS	Finance	IPEDS* (09-10)	Academic Affairs	Legislative Reports
July-09	2 Common Data Set  9 Student Enrollment File (Spring) Remedial Course File (Spring); FTE Final Student Enrollment 16 Report for prior fiscal year Undergraduate Applicant File 23 (Spring), CC Only 30 1023 File (Spring)	14 Institutions submit Fiscal Report DHE Releases current year Allocation Notices to institutions that submitted Fiscal Report Expenditures	2 Common Data Set  Student Enrollment File 9 (Spring) Remedial Course File (Spring); FTE Final Student Enrollment 16 Report for prior fiscal Undergraduate Applicant 23 File (Spring), CC Only 30 1023 File (Spring)		Budget & Finance - COF Status 1 Report (7/1/06-7/1/09)  Budget & Finance - Commission Funding Recommendations (Date not Specified)
August-09	12 Teacher Education File (Full Year) 13 Student Enrollment File (Interim)  20 Degrees Granted File (Full Year)			Teacher Ed File	
September-09	15 Financial Aid File (Full Year) -- --Public Institutions (Celina Duran)	Non-state-support schools may submit Request for Payment  3 CCHE Tuition & Fee Survey (Full Fiscal Year)  14 All Public institutions submit SURDS Financial Aid File and signed verification to DHE	Fall Surveys: IC Completions  E12   2 Fall Collection Begins (Opens)		
October-09	1 Financial Aid File (Full Year) -- --Private and Proprietary Inst (Celina Duran)  8 Student Enrollment File (Summer)  15 Remedial Course File 22 1023 File (Summer)  29 Undergraduate Applicant File (Summer & Fall)	1 Budget Data Book Submission   8 Fall Census FTE Report Fall Headcount Enrollment Report	14 Fall Collection Ends (KH Closing Date)	30 Annual Fiscal Report (Extended Studies)  Non-Credit Course and Enrollment Report (Extended Studies) 30 Extended Studies Policy 30 Compliance Report  30 Out of State and Out of Country Report	
November-09	12 Degrees Granted File (Summer for IPEDS GRS)	5 Administrative Salary Survey 12 Institutions may submit request for Adjustment forms  All institutions submit Mid-Year Utilization Report	Winter Surveys: EF***  Finance*** SFA*** GRS*** GR200***		1 Budget & Finance - COF Participants 1 Budget & Finance - Capital Construction Annual Priority List & 5 year Plan
December-09			2 Winter Collection Begins (Opens)		Budget & Finance - Capital 1 Construction '209' Report CollegeInvest - Nursing Teacher 15 Loan Forgiveness Report CollegeInvest/Budget & Finance - 15 Teacher Loan Forgiveness Report Academic Affairs - Teacher Education Report
January 2010	14 Student Enrollment File (Fall) 21 Remedial Course File (Fall) 28 1023 File (Fall)	Non-state-supported schools may submit requests for payment	20 Winter Collection Ends (KH Closing Date)	31 Off Campus State Funded Requests	Academic Affairs - Remediation Report Academic Affairs - Performance Contract Reports Academic Affairs - Quality 30 Indicator System Report
February-10	3 Undergraduate Applicant File (Fall) - CC's Only	11 Fall Final & Spring Census  FTE Report Institutions may submit Request for Adjustment 15 FEB. Commission Meeting: Commission approves Student Expense Budget Parameters			CollegeInvest - Colorado 1 Achievement Scholarship Fund Teach Colorado Scholarship 1 Report Academic Affairs - Suicide 1 Prevention Act Report  Budget & Finance - COF FTE 15 Estimates
March-10	25 Undergraduate Applicant File (Winter & Spring)		Spring Surveys: EF, Finance, SFA GRS, GR200  3 Spring Collection Begins (Opens)		1 CHECRA - CHECRA Status Report
April-10	29 Student Enrollment File (Winter)	13 All institutions submit Utilization Report	14 Spring Collection Ends (KH Closing Date)		
May-10					
June-10		14 Non-state supported institutions submit final Request for Payment			
July-10	1 Common Data Set* 8 Student Enrollment File (Spring) 15 Remedial Course File (Spring) 22 Undergraduate Applicant file (Spring) - CC's only 29 1023 File (Spring)	15 FTE Final Student Enrollment Report for prior fiscal year	TBA Registration		1 Budget & Finance - Final COF Report

\*Institutions have the option of sending the URL for the its Common Data Set on the web or a completed survey as an email attachment.

\*\*Institutions should anticipate receiving the new year's UserID and password via email in July or by mail to the institution's CEO (if not preregistered) in September.

\*\*\*Denotes that the survey is optional during the Winter Collection but required during the spring