

2010-2011 Data Collection and Report Calendar Public Institutions of Higher Education Department of Higher Education					
	SURDS	Finance	IPEDS* (10-11)	Academic Affairs	Legislative Reports
July-10	1 Common Data Set  8 Student Enrollment File (Spring) Remedial Course File (Spring); 15 FTE Final Student Enrollment Undergraduate Applicant File 22 (Spring), CC Only  29 1023 File (Spring)	Institutions submit Capital Project 12 proposals to DHE FTE Final Student Enrollment 14 Report for prior fiscal year  15 Institutions submit Fiscal Report DHE Releases current year Allocation Notices to institutions that submitted Fiscal Report Expenditures	1 Common Data Set Student Enrollment File 8 (Spring) Remedial Course File 15 (Spring); FTE Final Undergraduate Applicant 22 File (Spring), CC Only  29 1023 File (Spring)		Budget & Finance - COF Status 1 Report (7/1/06-7/1/09) Funding Recommendations (Date not Specified)
August-10	11 Teacher Education File (Full Year)  12 Student Enrollment File (Interim)    18 Degrees Granted File (Full Year)	Data for Governing Boards to Submit contingency tuition and fee spending authority requests		Teacher Ed File	
September-10	15 Financial Aid File (Full Year) -- --Public Institutions (Celina Duran)	Institutions submit Capital 1 Expenditures report (209/290) Non-state-support schools may submit Request for Payment  2 CCHE Tuition & Fee Survey (Full Fiscal Year)  15 All Public institutions submit SURDS Financial Aid File and signed verification to DHE	Fall Surveys: IC  Completions  E12    1 Fall Collection Begins (Opens)		
October-10	1 Financial Aid File (Full Year) -- --Private and Proprietary Inst (Celina Duran)  7 Student Enrollment File (Summer)  14 Remedial Course File 21 1023 File (Summer)  28 Undergraduate Applicant File (Summer & Fall)	1 Budget Data Book Submission  Private Institutions submit 1 Financial aid and sign verification  7 Fall Census FTE Report Fall Headcount Enrollment Report	13 Fall Collection Ends (KH Closing Date)	29 Annual Fiscal Report (Extended Studies)  Non-Credit Course and Enrollment Report (Extended 29 Studies) Extended Studies Policy 29 Compliance Report  29 Out of State and Out of Country Report	
November-10	11 Degrees Granted File (Summer for IPEDS GRS)	4 Administrative Salary Survey  15 Institutions may submit request for Adjustment forms  All institutions submit Mid-Year 15 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-10			1 Winter Collection Begins (Opens)		Budget & Finance - Capital 1 Construction 209 Report CollegInvest - Nursing Teacher 15 Loan Forgiveness Report CollegInvest/Budget & Finance - 15 Teacher Loan Forgiveness Report Academic Affairs - Teacher Education Report
January 2011	13 Student Enrollment File (Fall)  20 Remedial Course File (Fall) 27 1023 File (Fall)	Non-state-supported schools  may submit requests for payment	19 Winter Collection Ends (KH Closing Date)	28 Off Campus State Funded Requests	Academic Affairs - Remediation Report Academic Affairs - Performance Contract Reports Academic Affairs - Quality 30 Indicator System Report
February-11	2 Undergraduate Applicant File (Fall) - CC's Only	10 Fall Final & Spring Census  FTE Report Institutions may submit Request 14 for Adjustment <b>FEB. Commission Meeting:</b> Commission approves Student Expense Budget Parameters			CollegInvest - Colorado 1 Achievement Scholarship Fund Teach Colorado Scholarship 1 Report Academic Affairs - Suicide 1 Prevention Act Report  Budget & Finance - COF FTE 14 Estimates
March-11	24 Undergraduate Applicant File (Winter & Spring)		Spring Surveys: EF, Finance, SFA GRS, GR200  2 Spring Collection Begins (Opens)		1 CHECRA - CHECRA Status Report
April-11	27 Student Enrollment File (Winter)	15 All institutions submit Utilization Report	13 Spring Collection Ends (KH Closing Date)		
May-11					
June-11		15 Non-state supported institutions submit final Request for Payment			
July-11	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)	14 FTE Final Student Enrollment Report for prior fiscal year 15 Data for Governing Boards to Submit contingency tuition and fee spending authority requests	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