

Institution: Lord Fairfax Community College (232575)
 User ID: P2325751

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:


Please begin URL with "http://" or "https://"

Mission Statement

Part B - Services and Programs for Servicemembers and Veterans

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

- | | |
|-------------------------------------|---|
| <input 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 checked="" 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.

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 checked="" 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 type="checkbox"/> | This institution is approved by the state for the initial certification or licensure of teachers |
| <input type="checkbox"/> | None of the above |

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 checked="" 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.

We participate with the 529 Virginia Prepaid Program (as a third party).

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.

	Distance education courses	Distance education programs	Does not offer Distance Education
Undergraduate 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 checked="" type="radio"/>	3 percent or less	
<input type="radio"/>	More than 3 percent:	%

 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.*

No

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.*

No

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).

No

Yes

Specify housing capacity for academic year 2017-18

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).

No

Yes - Enter the number of meals per week in the maximum meal plan available

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>		

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.).

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
All full-time undergraduate students						
Average tuition	4,253	4,133	4,253	4,133	9,551	9,431
Required fees	374	374	374	374	1,004	974

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.).

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
Per credit hour charge	142	138	142	138	318	314

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:					Tuition Guarantee (check only if applicable to entering students in 2017-18)	Guaranteed increase %
<u>In-district</u>						
Tuition	3,825	4,050	4,133	4,253	<input type="checkbox"/>	
Required fees	374	374	374	374	<input type="checkbox"/>	
Tuition + fees total	4,199	4,424	4,507	4,627		
<u>In-state</u>						
Tuition	3,825	4,050	4,133	4,253	<input type="checkbox"/>	
Required fees	374	374	374	374	<input type="checkbox"/>	
Tuition + fees total	4,199	4,424	4,507	4,627		
<u>Out-of-state</u>						
Tuition	9,123	9,348	9,431	9,551	<input type="checkbox"/>	
Required fees	914	914	974	1,004	<input type="checkbox"/>	
Tuition + fees total	10,037	10,262	10,405	10,555		
<u>Books and supplies</u>	1,600	1,600	1,600	1,390		
Off-campus (not with family):						
Room and board	7,630	7,706	8,004	8,060		
Other expenses	3,934	3,962	4,032	4,030		
Room and board and other expenses	11,564	11,668	12,036	12,090		
Off-campus (with family):						
Other expenses	3,934	3,962	4,032	4,030		

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 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: Nancy Smith		
Email: nsmith@lfcc.edu		

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

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	6.00 hours	hours	hours	hours
Other offices	hours	hours	hours	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	https://www.lfcc.edu/about-lfcc/mission-statement/
Are all the programs at your institution offered exclusively via distance education programs?	No
Special Learning Opportunities	Study abroad Weekend/evening college 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	3 percent or less

PRICING INFORMATION

Estimated expenses for academic year for full-time, first-time students	2014-15	2015-16	2016-17	2017-18
In-district tuition and fees	\$4,199	\$4,424	\$4,507	\$4,627
In-state tuition and fees	\$4,199	\$4,424	\$4,507	\$4,627
Out-of-state tuition and fees	\$10,037	\$10,262	\$10,405	\$10,555
Books and supplies	\$1,600	\$1,600	\$1,600	\$1,390
Off-campus room and board	\$7,630	\$7,706	\$8,004	\$8,060
Off-campus other expenses	\$3,934	\$3,962	\$4,032	\$4,030
Off-campus with family other expenses	\$3,934	\$3,962	\$4,032	\$4,030
Average undergraduate student tuition and fees for academic year 2017-18	Tuition		Fees	
In-district	\$4,253		\$374	
In-state	\$4,253		\$374	
Out-of-state	\$9,551		\$1,004	
Alternative tuition plans	Prepaid tuition plan Tuition payment plan			

Institutional Characteristics**Lord Fairfax Community College (232575)**

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:	We started the Student Veterans Organization in March, 2017. We joined the Student Veterans of America National Charter and became official in May 2017.			
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:	We are the member of DoD Voluntary Education Partnership MOU. DoD MOU Term: Aug 05, 2014 - Aug 04, 2019.			
Screen: Undergrad Tuition				
Screen Entry	You have not entered a value for the undergraduate application fee. If your institution DOES NOT charge an undergraduate application fee, please confirm this edit. If your institution DOES charge an undergraduate application fee but that fee is zero, please return to the screen and enter a 0. (Error #11526)	Confirmation	Yes	