



## THE UNIVERSITY SYSTEM OF MARYLAND 2011-2012 Reporting Calendar

SURVEY	Edit check open:	DUE ON or BEFORE:	USM Staff Contact
1. <b>Alumni Survey Data File</b>		<b>July 15</b>	<b>Muntz</b>
2. Degree Information System Electronic File	June 1	July 29	Muntz
3. Actual Annualized Credit Hour FTES by Level, FY11		July 29	Muntz
IPEDS Registration Opens		Aug 3	
4. Summer Regional Center Data		Aug 12	Muntz
5. Peer Performance Measures		Aug 19	Foster
6. High School Graduate System Electronic File (except for UMB, UMUC)	June 29	Aug 26	Muntz
7. WIA Program Performance file (for schools participating in WIA)		Aug 26	Muntz
UPDATED DIS file (if necessary)		Aug 26	Muntz
8. Faculty Workload Report		Sep 2	Passmore
9. Final MFR Due to USM for DBM and MHEC		Sep 23	Foster
10. Fall 2011 Credit Hours by Level (UMB: FTES only)		Oct 1	Muntz
11. Fall 2011 Regional Center Files		Oct 7	Muntz
12. Transfer Student System Electronic File		Oct 7	Muntz
13. Opening Fall Enrollment MHEC S-7		Oct 7	Muntz
14. Credit Hours of Enrollment (MHEC S-6)		Oct 14	Muntz
15. Application Information System Electronic File (Formerly S-3)		Oct 14	Kramer
IPEDS Fall Collection (IC, C, 12E) lock by		Oct 19	
16. Institutional SAT Profile MHEC S-11 (except UMB, UMUC)		Oct 21	Muntz
17. Enrollment Information System File	June 29	Nov 4	Muntz
18. Financial Aid Information System Electronic File	Sept 15	Nov 4	Kramer
19. Employee Data System Electronic File (include research centers)		Nov 11	Muntz
20. First-Time Undergraduate Student Cohort SSN Change (MHEC S-15)		Nov 11	Muntz
21. Institutional Achievement Gap Report (FY 2011 Update)		Nov-Dec (TBA)	Wolfe
22. <b>JCR Financial Aid BY EFC (Includes FY 2007- FY 2011)</b>		<b>Nov 15</b>	<b>Muntz</b>
23. <b>JCR Institutional Aid—Budget (FY 2010, FY 2011, FY 2012)</b>		<b>Jan 1</b>	<b>Muntz</b>
24. Credit Hours by Level for Calendar Yr 2011 - Winter, Spr., Summer, Fall		Jan 14	Muntz
25. Distance Education Survey (MHEC)		Jan 13	Muntz
IPEDS Winter Collection (HR) lock by		Feb 8	
26. Enrollment Projections		Feb 3	Passmore
27. Programs of Cultural Diversity		February (TBA)	Wolfe
28. Spring 2012 Credit Hours by Level		March 2	Muntz
29. Spring 2011 Enrollment by Level by FT/PT + First-Time Freshmen		March 2	Muntz
30. Spring 2012 Regional Center Data Collection		March 2	Muntz
IPEDS Spring Collection (E, F, GRS, SFA) lock by		Apr 11	
31. Annual USM Intercollegiate Athletics Report		May 1	Marionni

**NOTE: If a due date falls on a holiday or weekend, the following work day will apply. The due dates on this schedule supersede any due dates indicated on individual forms.**

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