Dear Departmental Respondent:

The National Science Foundation (NSF) and the National Institutes of Health (NIH) request your participation in their annual Survey of Graduate Students and Postdoctorates in Science and Engineering. Your timely response will ensure that your department is accurately represented in data used by Federal and State decision makers. In addition, we hope you will find the data useful for comparisons with other institutions in your State or region. Also, since industrial firms use these data in preparing for employment recruiting visits, your participation in the survey provides valuable benefits to your graduates.

Your survey data should be returned to NSF on or before January 31, 2005. This year the survey will continue to be offered online. The Web-based data collection system (http://www.gss2004.org) offers many advantages over the paper survey form. We encourage you to take advantage of the Web system. Departmental IDs and passwords to access the system are available from your school coordinator or from Mr. Jason Bauer or Ms. Jacqueline Fiore of ORC Macro. If you do not use the Web system, please return your completed data sheet to your survey coordinator before this date so that it can be transmitted to NSF in time to meet the survey deadline. If you are returning your survey individually, please mail it to:

NSF-NIH Graduate Student Survey
c/o ORC Macro
7315 Wisconsin Avenue, Suite 400W
Bethesda, MD  20814-3202

The data requested for the fall 2004 survey are exactly the same as those for the fall 2003 survey. When you return the survey Form 812 to your institution’s survey coordinator, please keep a copy for your files. The instructions on the survey form and “How to Avoid Common Survey Errors” on page 7 should assist you in completing the survey. Because survey data with arithmetic errors or large trend inconsistencies will be returned for correction, verification, or explanation, please adhere to the guidelines. If you have any questions about the survey forms, please contact Mr. Bauer by telephone at (301) 657-3077, ext. 322 or Ms. Fiore at (301) 657-3077, ext. 118. You may also contact them toll-free at (866) 695-6275 or by e-mail at gss@qrc.com.

Please provide separate data sheets for (1) clinical psychology and (2) all other psychology departments or degree programs, due to special interest in the clinical area. Similarly, please submit separate data for degree programs in engineering, such as electrical engineering or mechanical engineering, and likewise, separate data for degree programs in computer science and in mathematics.

Survey results are made available in a variety of modes. A two-page InfoBrief and selected summary tables are published. All tables and reports are made available in various electronic formats on the Internet (http://www.nsf.gov/sbe/srs/stats.htm). These results are also entered in the Web-Based Computer-Aided Science Policy Analysis and Research (WebCASPAR) database system. The URL for WebCASPAR is http://caspar.nsf.gov/webcaspar.

Thank you for your efforts in providing timely and meaningful statistics to NSF and NIH.

Sincerely,

Lynda T. Carlson, Ph.D.
Division Director
Division of Science Resources Statistics
National Science Foundation

Walter T. Schaffer, Ph.D.
NIH Research Training Officer
Research Training Office
Office of the Director
National Institutes of Health

Enclosures: D
INSTRUCTIONS
FOR THE NSF-NIH SURVEY OF GRADUATE STUDENTS AND POSTDOCTORATES IN SCIENCE AND ENGINEERING, FALL 2004

PURPOSE OF THE SURVEY
The survey provides a comprehensive picture of the training of future scientists and engineers in the Nation’s graduate schools. Data are used by Congress and the executive branch during budget preparation, and by State government agencies and other analysts to assess the future supply of science and engineering (S&E) personnel.

This information is solicited under the authority of the National Science Foundation Act of 1950, as amended. All information provided will be used for statistical purposes only. Response is entirely voluntary and failure to provide some or all of the information will in no way adversely affect your institution.

The average time required for questionnaire completion is 2 hours. Response burden comments should be directed to Suzanne Plimpton at (703) 292-7556.

Students Included in This Survey
Count as graduate students persons enrolled for credit in any S&E master’s or Ph.D. degree program in fall 2004. Report M.D., D.D.S., D.O., or D.V.M. candidates, interns, and residents in items 5 through 7 only if they are concurrently working for an S&E master’s or Ph.D. degree or are enrolled in a joint medical/Ph.D. program. Individuals who already hold graduate or medical degrees and are working on another master’s or Ph.D. degree are considered graduate students (items 5 through 7), not postdoctorates (item 8).

Include S&E students performing thesis or dissertation research away from the campus (for example, at Government- and contractor-owned facilities) in the United States as long as they are enrolled for credit in an advanced-degree program.

Use only whole numbers. When reporting data for items 5, 6, 7, and 8, use headcounts, not full-time equivalents (FTEs).

Students Excluded From This Survey
Exclude students enrolled in a foreign country (at a branch or extension center), and non-matriculated students.

Students Enrolled in Multiple Departments/Institutions
A student should be reported in only one department. Students enrolled in interdisciplinary/interinstitutional programs should be counted only once, by their “home” department and institution.

INCOMPLETE DATA
Please write “unavailable” or “unknown” in data cells as applicable. On this form, “N/A” means “not applicable.” Data cells left blank are presumed to be zeroes.

ITEM 4: HIGHEST GRADUATE DEGREE AVAILABLE
For the purposes of this survey, departments of programs that do not offer graduate degrees (Ph.D. or master’s) are considered as “No Ph.D.s or master’s degree offered” programs, regardless of first professional or other degrees granted. “No Ph.D. or master’s degree offered” programs should not report students, postdoctoral appointees, or anyone else in items 5, 6, and 7. Count individuals in a “No Ph.D. or master’s degree offered” program only in item 8, and only if they qualify as postdoctoral appointees or other non-faculty staff by this survey’s definitions.

ITEM 5: FULL-TIME MECHANISMS OF SUPPORT
In item 5, count only graduate students pursuing an S&E degree according to a full-time schedule; this may include any combination of study, teaching, and research, depending on your institution’s policy and definition of full-time status. For example, many institutions base full-time status on the number of credit hours taken; others calculate full-time according to the amount of fees paid by the student.

Report the total number of full-time degree-seeking students in line (6), column (M). Then, in lines (1) through (6), count each full-time student only once by largest source of support so that all columns and rows in item 5 sum to the full-time total in line (6), column (M). The full-time total in item 5, line (6), column (M) must equal the full-time total reported in item 7, line (6), column (K).

Do not forget full-time, self-supported students, who should be reported in column (L). Self-supported students are supported primarily through loans, personal savings, and/or family contributions.

Mechanisms of Support—Lines (1) Through (5)
A fellowship, line (1), is any competitive award (often from a national competition) made to a student that requires no work of the recipient. A traineeship, line (2), is an educational award given to a student selected by the institution. An assistantship should be classified as research, line (3), or teaching, line (4), depending on assigned duties; e.g., a student devoting most of his or her time to teaching should be reported on line (4). All other full-time students, including members of the Armed Forces whose tuition is paid by the Department of Defense, and self-supported students, should be reported on line (5).

Federal Sources of Support—Columns (A) Through (H)
Department of Defense (DoD)—Column (A): Sources include the Departments of the Army, Navy, or Air Force, as well as programs within the Office of the Secretary of Defense. Students receiving their main support from the Veterans Administration under the G.I. Bill should be reported under column (H), “Other Federal sources.”

Department of Health and Human Services (HHS)—Columns (B) and (C): Report students with support from the institutes or divisions of the National Institutes of Health (NIH) under column (B); report support from all other components of HHS in column (C). Refer to the organizational roster under “Survey Definitions” on page 3.

National Science Foundation (NSF)—Column (D): Report students receiving NSF graduate fellowships, as well as those supported under NSF research grants.

U.S. Department of Agriculture (USDA)—Column (E): Include research assistants working on projects financed out of Hatch, McIntyre-Stennis, or Smith-Lever formula funds, competitive research grants, and institution fellowship/training grants.

National Aeronautics and Space Administration (NASA)—Column (F): Report students with support from this agency.

Department of Energy (DOE)—Column (G): Report students receiving support under DOE research grants, including those supported by grants at national laboratories.

Other Federal Sources—Column (H): Report students receiving support from Federal agencies other than those listed in columns (A) through (G), such as the Fulbright program, the G.I. Bill, and Department of Education programs. Students primarily supported by Federal loans should be reported in column (L), “Self-supported students.”

Non-Federal Sources of Support—Cols. (I) Through (L)
Institutional support—Column (I): Report students supported from YOUR institution, including those receiving tuition waivers. State and local government support should also be reported in this column. Students primarily supported with funds from the Federal Government, such as training grants, however, should be reported under the appropriate Federal agency.

Foreign sources—Column (J): Report students supported from any non-U.S. source, such as foreign governments, industrial firms, or specialized agencies of the United Nations.

Other U.S. sources—Column (K): Report students supported from nonprofit institutions, private industry, and all other non-Federal U.S. sources not included in columns (I) or (J).

Self-supported students—Column (L): Report both foreign and U.S. citizen students whose largest source of support comes from ANY loans (including Federal loans) or from personal or family financial contributions. These students must be included in the full-time total, line (6), column (M).
ITEMS 6 & 7: CITIZENSHIP AND RACIAL/ETHNIC BACKGROUND OF U.S. CITIZENS AND PERMANENT RESIDENTS

Report all U.S. citizens and permanent residents in columns (A) through (E), those U.S. citizen or permanent resident students who have reported themselves in only one of the following categories: non-Hispanic Black/African American, non-Hispanic American Indian or Alaska Native, non-Hispanic Asian, non-Hispanic Native Hawaiian/Pacific Islander, or non-Hispanic White. Under the header One Race Only: Hispanic, column (F), please record those U.S. citizens and permanent residents who have reported themselves as Hispanic and either no race or only one race (Black/African American, American Indian or Alaska Native, Asian, Native Hawaiian/Pacific Islander, or White). If you allow students to report multiple races and they are U.S. citizens or permanent residents, please record them in columns (G) and (H). If students have reported themselves as Hispanic and two or more of the racial categories, please record them in column (G), More Than One Race Reported, Hispanic. Students who are non-Hispanic but are two or more races should be recorded in column (H), More Than One Race Reported, non-Hispanic. Record students who are U.S. citizens or permanent residents but have an unknown race or ethnicity in column (I). Finally, record all of those students who are on temporary visas in column (J) regardless of their race or ethnicity.

ITEM 6: PART-TIME STUDENTS

Part-Time Men, Women, and Total—Lines (1) Through (3)

For item 6, report ALL part-time students, regardless of their source of support. Part-time students are pursuing an S&E graduate degree but NOT on a full-time schedule. Consider students part time according to your own institution’s definition of part-time status.

ITEM 7: FULL-TIME STUDENTS

Full-Time Total—Line (6)

Total full-time enrollment reported in item 7, line (6), should match that reported in item 5, line (6).

First-Time Full-Time Students—Line (7)

A first-time student has enrolled in the program in which he or she is pursuing a degree as of the beginning of the fall term in 2004. All other students should be considered to be beyond their first time of enrollment. The total number of first-time, full-time students in item 7, line (7), column (K), should not be greater than the full-time total reported in item 7, line (6), column (K).

First-Time Full-Time Women—Line (8)

The total number of first-time, full-time women reported in item 7, line (8) should not be greater than the full-time women total reported in item 7, line (5), column (K).

SURVEY DEFINITIONS

(1) NATIONAL INSTITUTES OF HEALTH ORGANIZATIONAL ROSTER

—Item 3, column (B)

Fogarty International Center
National Cancer Institute
National Center for Human Genome Research
National Center for Nursing Research
National Center for Research Resources
National Eye Institute
National Heart, Lung, and Blood Institute
National Institute of Arthritis and Musculoskeletal and Skin Diseases
National Institute of Child Health and Human Development
National Institute of Dental Research
National Institute of Diabetes and Digestive and Kidney Diseases
National Institute of Environmental Health Sciences
National Institute of General Medical Sciences
National Institute of Mental Health
National Institute of Neurological Disorders and Stroke
National Institute on Aging

National Institute on Alcohol Abuse and Alcoholism
National Institute of Allergy and Infectious Diseases
National Institute on Deafness and Other Communication Disorders
National Institute on Drug Abuse
National Library of Medicine

(2) OTHER HHS ADMINISTRATIVE UNITS

—Item 5, column (C)

Substance Abuse and Mental Health Services Administration
(Please note that the former Alcohol, Drug Abuse, and Mental Health Administration institutes are now part of the National Institutes of Health.)
Centers for Disease Control and Prevention
National Institute for Occupational Safety and Health
Food and Drug Administration
Health Resources and Services Administration

(3) RACIAL/ETHNIC CATEGORIES FOR U.S. CITIZENS AND PERMANENT RESIDENTS DEFINED BY THE OFFICE OF MANAGEMENT AND BUDGET

—Items 6 & 7

Black or African American: A person having origins in any of the black racial groups of Africa.
American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent; for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Samoa, Thailand, and Vietnam.
Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, or other Pacific islands.
White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
More Than One Race Reported: Students reporting two or more of the race/ethnicity categories above.

FOR FURTHER INFORMATION . . .

If you have any questions about this survey, please contact Mr. Jason Bauer of ORC Macro by telephone at (301) 657-3077, ext. 322 or Ms. Jacqueline Fiore of ORC Macro by telephone at (301) 657-3077, ext. 118. You may also contact them toll-free at (866) 695-6275 or by e-mail at gss@orc.com.

UPON COMPLETING THIS FORM, PLEASE RETURN IT TO YOUR SURVEY COORDINATOR FOR TRANSMITTAL BY JANUARY 31, 2005.
**IDENTIFYING INFORMATION**

1. Institution name: ________________________________________________

2. Name of S&E department or program: ________________________________

   If changed since last year, please indicate previous name and whether
   this represents a merger, split, or expanded program:

3. Person in department or program preparing this form:

   Name: ____________________________________________________________

   Title: ____________________________________________________________

   Phone: (_____ ) _______________________________________________

   E-mail Address: ________________________________________________

4. Highest graduate degree\(^1\) available in this department or program (CHECK ONE):

   (1) Ph.D.\(^2\)    (2) Master’s \(^2\)   (3) No Ph.D.\(^2\) or master's degree offered \(\square\)

   If no Ph.D. or master’s offered, do not report data in items 5, 6, and 7.

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**ITEM 5.** NUMBER OF FULL-TIME GRADUATE STUDENTS enrolled for advanced degrees (master’s and doctoral) in fall 2004. Report each student only once according to the source and mechanism of the largest amount of support received in fall 2004.

Students receiving equal support from multiple sources or through multiple mechanisms should be reported only once. When determining the largest source of support, consider all graduate school academic expenses including tuition, tuition remission, and stipends.

<table>
<thead>
<tr>
<th>MECHANISMS OF SUPPORT</th>
<th>STUDENTS RECEIVING FINANCIAL ASSISTANCE</th>
<th>SELF-SUPPORTED STUDENTS</th>
<th>TOTAL FULL-TIME GRADUATE ENROLLMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FEDERAL SOURCES (excluding loans)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>HHS</td>
<td>National Institutes of Health</td>
<td>Other HHS</td>
</tr>
<tr>
<td>Line (A)</td>
<td>(B)</td>
<td>(C)</td>
<td>(D)</td>
</tr>
<tr>
<td>Graduate Fellowships</td>
<td>(1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Traineeships</td>
<td>(2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Research Assistantships</td>
<td>(3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Teaching Assistantships</td>
<td>(4)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Types of Support</td>
<td>(5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FULL-TIME TOTAL(^3)</strong></td>
<td>(6)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Of the students in line (6), how many in each data cell are WOMEN?(^4)</td>
<td>(7)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

\(^1\) Report the highest degree offered even if there are no graduate students currently enrolled. Check “No Ph.D or master’s degree offered” only if your department or program does not offer graduate degrees.

\(^2\) Or Ph.D. equivalent such as Sc.D. and D.Eng., but not Ed.D., M.D., or other professional degree.

\(^3\) The total from line (6) should be inserted in item 7, line (6), column (K).

\(^4\) The total from line (7) should be inserted in item 7, line (5), column (K).
### ITEM 6. RACE/ETHNICITY of PART-TIME graduate students in fall 2004, by sex.

How many students belong to the following RACIAL/ETHNIC categories? In each line, count each student only once.

<table>
<thead>
<tr>
<th></th>
<th>U.S. CITIZENS AND PERMANENT RESIDENTS</th>
<th>FOREIGN</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ONE RACE ONLY:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Non-Hispanic/Latino</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Black/ African American (A)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Amer. Indian or Alaska Native (B)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Asian (C)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Native Hawaiian/ Pacific Islander (D)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>White (E)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hispanic/ Latino (F)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hispanic/ Latino (G)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Non-Hispanic/ Latino (H)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Unknown or did not state (I)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Temporary visa holders (J)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total (K)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|                  | MEN ENROLLED PART TIME (1)            |         |       |
|                  | WOMEN ENROLLED PART TIME (2)          |         |       |
|                  | PART TIME, TOTAL (3)                  |         |       |

### ITEM 7. RACE/ETHNICITY of FULL-TIME graduate students in fall 2004, by sex.

|                  | MEN ENROLLED FULL TIME (4)            |         |       |
|                  | WOMEN ENROLLED FULL TIME (5)          |         |       |
|                  | FULL TIME, TOTAL (6)                  |         |       |
|                  | Of the full-time students on line (6), how many are FIRST TIME? (7) | | |
|                  | Of the first-time students on line (7), how many are WOMEN? (8)     |         |       |

List other Federal sources (agencies), from item 5, column (H), and number of full-time students supported by each:

Please explain variances from the previous year's data or include other comments:

__________________________
__________________________
__________________________

If you prefer to enter your data on the Web, go to http://www.gss2004.org.
INSTRUCTIONS FOR ITEM 8:
POSTDOCTORATES AND NON-FACULTY RESEARCH STAFF WITH DOCTORATES

POSTDOCTORATES—Columns (A) through (F): Include all postdoctorates receiving research training through the department or program. Use the following criteria to determine postdoctorate status:

- The appointee holds a Ph.D. or equivalent doctorate (e.g., Sc.D., M.D., D.D.S., D.O., D.V.M., or foreign degrees equivalent to U.S. doctorates).
- The doctorate was awarded recently, generally within the last 5 years.
- The appointment is for a limited term, the limit generally being 5–7 years.
- The appointment is primarily for the purpose of training in research or scholarship.
- The appointee works under the supervision of a senior scholar in a department or research unit affiliated with the university.

These postdoctorates may have different titles—do not include clinical fellows and those with appointments in residency training programs in medical and health professions, unless research training under the supervision of a senior mentor is the primary purpose of the appointment.

Report postdoctorates by source of support in columns (A) through (D), with the total number of postdoctorates reported in column (E). Of this total, report the number who are foreign in column (F).

Foreign postdoctorates—Column (F): Include all postdoctorates who are in this country on temporary visas. Postdoctorates who are native residents of a U.S. possession or are permanent residents holding green cards should be included under U.S. citizens and permanent residents.

If you included postdoctorates who are part of your department or program but work in interdisciplinary research centers or other organized research units outside of the department or program, please provide a list of the names of those research centers or units:

OTHER NON-FACULTY RESEARCH STAFF WITH DOCTORATES—Column (G): Include all doctoral scientists and engineers who are involved principally in research activities but are not considered either postdoctoral appointees or members of the regular faculty. On line (2), report the number of women in each category. On line (3), report those postdoctorates and non-faculty research staff who hold first professional degrees in medical and related fields (M.D., D.D.S., D.O., or D.V.M.). Please note that in each column, data on lines (2) and (3) should not exceed the total on line (1).

<table>
<thead>
<tr>
<th>ITEM 8. NUMBER OF POSTDOCTORATES AND NON-FACULTY RESEARCH STAFF WITH DOCTORATES in fall 2004.</th>
<th>POSTDOCTORATES</th>
<th>OTHER NON-FACULTY RESEARCH STAFF WITH DOCTORATES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SOURCE OF SUPPORT</td>
<td>TOTAL for all sources (A) through (D)</td>
</tr>
<tr>
<td></td>
<td>FEDERAL</td>
<td>NON-FEDERAL</td>
</tr>
<tr>
<td>TOTAL</td>
<td>(A)</td>
<td>(B)</td>
</tr>
<tr>
<td>Of the total in each cell of line (1), how many are WOMEN?</td>
<td>(2)</td>
<td></td>
</tr>
<tr>
<td>Of the total in each cell of line (1), how many hold an M.D., D.O., D.D.S., or D.V.M. degree?</td>
<td>(3)</td>
<td></td>
</tr>
</tbody>
</table>

Approximately how many person hours were required to complete this form?

Please explain variances from the previous year’s data or include other comments:
HOW TO AVOID COMMON SURVEY ERRORS

Survey forms requiring mathematical corrections and/or verification for possible data inconsistencies are returned to departments before they can be considered final.

To avoid common mistakes found on the survey forms, please follow these guidelines:

1. Use only whole numbers, not decimals or fractions. When reporting graduate students in items 5, 6, and 7, and postdoctoral appointees in item 8, use headcounts rather than full-time-equivalents (FTEs).

2. In item 5, count only full-time, degree-seeking graduate students, and count each only once, by the largest source of support, so that all columns and rows sum to the full-time total in line (6), column (M).

3. Don’t forget full-time, self-supported students, who should be reported in item 5, column (L). Self-supported students are supported primarily through loans, personal savings, and/or family contributions.

4. Don’t forget to report sources of support for all full-time women in item 5, line (7).

5. For the purposes of this survey, fellowships are competitive awards that require no work from the recipient. Do not report students in the fellowship row of item 5 if their largest source of support does not fit this definition.

6. Report only full-time, first-time students in item 7, lines (7) and (8). The total number of full-time, first-time students reported in item 7, line (7) should not be greater than the full-time total reported in item 7, line (6), column (K). Likewise, the total number of full-time, first-time women reported in item 7, line (8) should not be greater than the full-time women total reported in item 7, line (5), column (K).

7. Do not report any part-time students in item 5. Count all part-time students in item 6 only.

8. The full-time total reported in item 5, line (6), column (M) must equal the full-time total reported in item 7, line (6), column (K). Similarly, the total number of full-time women in item 5, line (7), column (M) must match the total number of full-time women in item 7, line (5), column (K).

9. In items 6 and 7, count only U.S. citizens and permanent residents in columns (A) through (I). Count all foreign students on temporary visas in column (J) only, regardless of race/ethnicity.

10. In items 6 and 7, column (C), count only U.S. citizens and permanent residents. Do not count Asian foreign nationals.

11. For the purposes of this survey, departments or programs that do not offer graduate degrees (Ph.D. or master’s) are considered as “no Ph.D. or master’s degree” programs, regardless of first professional or other degrees granted. “No Ph.D. or master’s degree” programs should not report students, postdoctoral appointees, or anyone else in items 5, 6, and 7. Count individuals in a “no Ph.D. or master’s degree” program only in item 8, and only if they qualify as postdoctoral appointees or other non-faculty research staff by this survey’s definitions.

12. Report the total number of postdoctorates in item 8, line (1), column (E). Don’t forget the total women postdoctorates in item 8, line (2), column (E), and total postdoctorates holding M.D., D.O., D.D.S., and D.V.M. degrees in item 8, line (3), column (E). Of each of these, foreign postdoctorates should be reported in item 8, column (F).

13. If the data for 2004 vary significantly from those provided last year, please note the reasons for the change in the “Comments” section of the survey Form 812.

If you have any questions, please contact Mr. Jason Bauer of ORC Macro by telephone at (301) 657-3077, ext. 322 or Ms. Jacqueline Fiore of ORC Macro by telephone at (301) 657-3077, ext. 118. You may also contact them toll-free at (866) 695-6275 or by e-mail at gss@qrc.com.
WHY DOES NSF COLLECT THESE DATA FROM YOUR DEPARTMENT?

The data that your department reports to NSF on the NSF-NIH Survey of Graduate Students and Postdoctorates in Science and Engineering (graduate student survey) are used in several ways, both at an institutional and national level.

At the institutional level, your data are combined with other science and engineering (S&E) data to create institutional profiles. Many institutional research officers use these data in peer analyses to help determine future directions at their own institutions. Based on full-time student enrollment, the profiles rank your graduate school among all U.S. graduate schools, and present six aggregations specific to your school:

- Characteristics of full-time graduate S&E students
- Characteristics of part-time graduate S&E students
- Full-time graduate S&E students receiving primary support from Federal sources, by field


At the national level, Congress, the Executive Branch, educational associations, and Federal agencies use summary tables comprised of graduate student survey data to analyze enrollment trends, identify up-and-coming science and engineering fields, and project enrollment deficits in fields vital to national interest. These trends help Federal agencies and other policy makers determine where to allocate future monies. For example, Federal agencies use these data to consider changes in levels and mechanisms of support for graduate students. Federal agencies also use these data, in conjunction with other information, for program development and evaluation and in determining institutional eligibility for programs targeted to special populations or instructional programs. Summary tables are also used by many nonacademic employers to locate potential sources of future employees.

Summary tables are online at http://www.nsf.gov/sbe/srs/gss/start.htm.

Finally, the data you provide are added to WebCASPAR, a rapidly expanding database of statistics on S&E programs at U.S. academic institutions. WebCASPAR is available to the public for free, providing easy access to a large body of statistical data. Over 3,000 registered researchers and policy makers use these data for studies on the current state of graduate education in S&E. Users can run customized queries to analyze data trends by field, enrollment, funding patterns, or more.

WebCASPAR is online at http://caspar.nsf.gov/webcaspar.

1. All U.S. graduate schools with active departments in S&E fields.

SUBMITTING YOUR DATA THROUGH THE WEB

This year, the NSF-NIH Survey of Graduate Students and Postdoctorates in Science and Engineering will continue to offer online reporting for departments. The online system allows you to enter your data directly onto your computer screen, computes totals for you, reports errors instantly, and gives you access to your previous year’s data.

To access the Web survey, go to http://www.gss2004.org. Enter your departmental ID and password information (available from your school coordinator). At the First Time User Information screen, you will be prompted to enter your name, phone number, and e-mail address. You will also be asked to change your assigned password to one that you choose. After providing this information, click on Continue to move to the Department Menu screen.

At the Department Menu screen you will notice that the questionnaire items have been divided into four sections: Department Information, Race/Ethnicity, Mechanisms of Support (items 5 on the paper survey), and Gender (items 6 and 7 on the paper survey).}

This questionnaire has been printed on recycled paper.
The following set of discipline codes categorizes the science and engineering departments or programs in the Survey of Graduate Students and Postdoctorates in Science and Engineering. Representative department names are shown under each of the discipline codes.

### ENGINEERING

<table>
<thead>
<tr>
<th>Code</th>
<th>Discipline</th>
<th>Representative Department Names</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Aerospace Engineering</td>
<td>Aerospace, Aeronautical, and Astronautical Engr.</td>
</tr>
<tr>
<td>102</td>
<td>Agricultural Engineering</td>
<td>Agricultural Engineering</td>
</tr>
<tr>
<td>103</td>
<td>Biomedical Engineering</td>
<td>Bioengineering and Biomedical Engineering</td>
</tr>
<tr>
<td>104</td>
<td>Chemical Engineering</td>
<td>Wood Science, Chemical Engineering, Polymer/Plastics Engineering</td>
</tr>
<tr>
<td>105</td>
<td>Civil Engineering</td>
<td>Architecture, Civil Engineering, Structural Engineering, Water Resources Engineering, Environmental/Environmental Health Engineering</td>
</tr>
<tr>
<td>106</td>
<td>Electrical Engineering</td>
<td>Computer Engineering, Electrical, Electronics, and Communications Engr.</td>
</tr>
<tr>
<td>107</td>
<td>Engineering Science and Engineering Physics</td>
<td>Engineering Physics, Engineering Science</td>
</tr>
<tr>
<td>108</td>
<td>Industrial/Manufacturing Engineering</td>
<td>Industrial/Manufacturing Engineering, Systems Engineering, Engineering/Industrial Management</td>
</tr>
<tr>
<td>109</td>
<td>Mechanical Engineering</td>
<td>Engineering Mechanics, Mechanical Engineering</td>
</tr>
<tr>
<td>110</td>
<td>Metallurgical and Materials Engineering</td>
<td>Ceramics, Textile Sciences and Engineering, Materials Science</td>
</tr>
<tr>
<td>111</td>
<td>Mining Engineering</td>
<td>Geologic Engineering, Geophysical Engineering, Mining and Mineral Engineering</td>
</tr>
<tr>
<td>112</td>
<td>Nuclear Engineering</td>
<td>Nuclear Engineering</td>
</tr>
<tr>
<td>113</td>
<td>Petroleum Engineering</td>
<td>Petroleum Engineering</td>
</tr>
<tr>
<td>114</td>
<td>Engineering, N.E.C.</td>
<td>Engineering, General, Naval Architecture and Marine Engineering, Ocean Engineering, Engineering Design, Engineering, Other</td>
</tr>
</tbody>
</table>

### PHYSICAL SCIENCES

<table>
<thead>
<tr>
<th>Code</th>
<th>Discipline</th>
<th>Representative Department Names</th>
</tr>
</thead>
<tbody>
<tr>
<td>201</td>
<td>Astronomy</td>
<td>Astronomy, Astrophysics</td>
</tr>
<tr>
<td>202</td>
<td>Chemistry</td>
<td>Chemistry (See Also 602)</td>
</tr>
<tr>
<td>203</td>
<td>Physics</td>
<td>Physics (See Also 605), Optics, Acoustics</td>
</tr>
<tr>
<td>204</td>
<td>Physical Sciences, N.E.C.</td>
<td>Physical Sciences, General, Miscellaneous Physical Sciences, Other, Physical Sciences, Other</td>
</tr>
</tbody>
</table>

### MATHEMATICAL SCIENCES

<table>
<thead>
<tr>
<th>Code</th>
<th>Discipline</th>
<th>Representative Department Names</th>
</tr>
</thead>
<tbody>
<tr>
<td>401</td>
<td>Computer Science</td>
<td>Computer and Information Sciences, General, Information Sciences and Systems, Computer Science, Management Information Systems, Management Science</td>
</tr>
</tbody>
</table>

### COMPUTER SCIENCE

<table>
<thead>
<tr>
<th>Code</th>
<th>Discipline</th>
<th>Representative Department Names</th>
</tr>
</thead>
<tbody>
<tr>
<td>402</td>
<td>Mathematics and Applied Mathematics</td>
<td>Mathematics, Other</td>
</tr>
</tbody>
</table>

### AGROSCIENTIFIC SCIENCES

<table>
<thead>
<tr>
<th>Code</th>
<th>Discipline</th>
<th>Representative Department Names</th>
</tr>
</thead>
<tbody>
<tr>
<td>501</td>
<td>Agricultural Sciences</td>
<td>Agricultural Sciences, Animal Sciences, Food Sciences, Plant Sciences, Soil Sciences, Soil Conservation, Wildlife and Wildlands Management, Conservation and Renewable Natural Resources, Other</td>
</tr>
</tbody>
</table>

### BIOLOGICAL SCIENCES

<table>
<thead>
<tr>
<th>Code</th>
<th>Discipline</th>
<th>Representative Department Names</th>
</tr>
</thead>
<tbody>
<tr>
<td>601</td>
<td>Anatomy</td>
<td>Anatomy, Medical Anatomy</td>
</tr>
<tr>
<td>602</td>
<td>Biochemistry</td>
<td>Biochemistry, Medical Biochemistry</td>
</tr>
<tr>
<td>603</td>
<td>Biology</td>
<td>Biology, General</td>
</tr>
<tr>
<td>604</td>
<td>Biometry and Epidemiology</td>
<td>Biometrics, Biostatistics, Medical Biometrics and Biometrics, Epidemiology</td>
</tr>
<tr>
<td>605</td>
<td>Biophysics</td>
<td>Biophysics, Medical Biophysics/Physics</td>
</tr>
<tr>
<td>606</td>
<td>Botany</td>
<td>Botany (Excluding 26.05 Microbiology/Bacteriology—See 611), Plant Pathology, Plant Physiology</td>
</tr>
<tr>
<td>607</td>
<td>Cell and Molecular Biology</td>
<td>Molecular Biology, Cell and Molecular Biology, Cell Biology, Medical Cell Biology, Medical Molecular Biology</td>
</tr>
</tbody>
</table>