

Please follow this sample format closely and submit to coa@abhe.org with your self-study.
 Italicized information is provided as an example.

**STATISTICAL ABSTRACT
 DATA CURRENT AS OF NOVEMBER 1, 20XX**

1. NAME AND ADDRESS:

Institution
Address 1
Address 2
City, State Zip

2. YEAR OF FOUNDING: 19XX

3. HISTORY OF RELATIONSHIP TO ABHE:

- A. Granted Applicant Status: *Fall 19XX*
- B. Granted Candidate Status: *Spring 19XX*
- C. Granted Initial Accreditation: *Spring 19XX*

4. BOARD OF CONTROL:

- A. Composition: *# members, # pastors, # other professionals*
- B. Organization: *Self-perpetuating, members selected for 3-year terms*
- C. Rotation: *Members can succeed themselves once*
- D. Control: *Independent from outside control*

5. DENOMINATIONAL AFFILIATION: *Independent (Interdenominational)*

6. ACCREDITATION BY OTHER CHEA/USDE RECOGNIZED AGENCIES:

Middle States Commission on Colleges
Association of Theological Schools

7. CHIEF EXECUTIVE OFFICER: *John Doe, President*

8. DEGREES AND MAJORS OFFERED:

Degree or Certificate	Major or Concentration
<i>1-year Bible</i>	
<i>Associate of Arts</i>	<i>Missions</i>
<i>Bachelor of Arts</i>	<i>Pastoral</i>

9. ACADEMIC SCHEDULE:

The institution operates on a semester basis. Semesters are 17 weeks long. Class periods are 50 minutes in length.

10. UNDERGRADUATE ENROLLMENT: (College-level credit only)

	Fall 2016	Fall 2017	Fall 2018	Fall 2019
Headcount	250	260	270	280
Full-time	200	210	220	230
F.T.E.	225	235	245	255

11. GRADUATE ENROLLMENT:

	Fall 2016	Fall 2017	Fall 2018	Fall 2019
Headcount	150	160	170	180
Full-time	100	110	120	130
F.T.E.	125	135	145	155

12. PROFESSIONAL STAFF DATA:

- A. Administrators (non-teaching): 2
- B. Administrators (teaching): 4 – *teaching an average of 3 hours per term*
- C. Full-Time Instructors: 10
- D. Part-Time Instructors: 6 – *teaching an average of 6 hours per term*
- E. Teaching Loads: *Average 12 hours for full-time instructors. Reductions for administrative duties*

13. HIGHEST EARNED DEGREE: (1 per person)

- A. Administrators (non-teaching): 1 Doctor's; 1 Master's
- B. Administrators (teaching): 1 Doctor's; 3 Masters
- C. Full-Time Instructors: 5 Doctors; 5 Masters
- D. Part-Time Instructors: 1 Doctor's; 4 Masters; 1 Bachelor's

14. AVERAGE SALARIES: (includes fringe benefits).

- A. Professor: \$39,169/yr.
- B. Associate: \$36,617/yr.
- C. Assistant: \$32,669/yr.
- D. Instructor: \$25,946/yr.
- E. Part-time: \$750/credit hour (*i.e., \$2,250 for 3-hour course*)

15. STUDENTS:

- A. New Admissions: *50% in upper third of class; 100% in upper half*
- B. Geographical Origins: *50% from FL; 20% from GA; 30% from 13 other states*
- C. Denominational Origins: *13 denominations represented; 20% indep. churches*
- D. Race: *75% White; 15% black; 5% Asian; 5% Hispanic*
- E. Financial Aid: *40% of students receive financial aid*

25% of aid comes from the college
 10% from the state
 60% from federal programs
 5% from other sources

16. LIBRARY:

	2015-16	2016-17	2017-18	2018-19
Cataloged Volumes:	76,000	80,000	84,000	85,000
Cataloged Titles:	72,000	75,000	80,000	81,000
Periodical Subscriptions:	380	400	450	475
Average Monthly Circulation:	2,500	2,800	3,000	3,200
Staffing				
MLS Librarians	1	1	2	2
Support Staff (F.T.E.)	8	8	10	10
Budget for information resources:	\$18,000	\$19,000	\$20,000	\$21,000
Expended for information resources:	\$15,000	\$18,000	\$20,000	\$21,000

17. FINANCES:

	2015-16	2016-17	2017-18	2018-19
Unrestricted Revenue	\$2,500,000	\$3,000,000	\$3,250,000	\$3,400,000
% generated by tuition & fees	55%	60%	60%	65%
% generated by aux. enterprises	25%	25%	25%	25%
% generated by gifts & grants	20%	15%	15%	10%
Change in Net Assets Positive/ (negative)	(\$1,500)	\$75,000	\$50,000	\$50,000
End of Year Net Assets Positive/ (negative)	(\$50,000)	\$25,000	\$75,000	\$125,000
Total Endowment Funds	\$2,000,000	\$2,250,000	\$2,500,000	\$3,000,000
Accounts Payable (over 30 days) at end of fiscal year	\$20,000	\$15,000	\$10,000	\$8,000
Financial Ratios				
Primary Reserve	0.40	0.29	0.41	0.79
Equity	0.73	0.59	0.70	0.62
Income	0.04	0.06	0.11	0.09
Weighted Score	2.19	1.98	2.72	2.56

18. PLANT AND EQUIPMENT:

- A. Book Value: \$3,500,000
- B. Appraised Value: \$9,700,000
- C. Plant Indebtedness: \$1,600,000

19. INDEBTEDNESS:

- A. Plant Indebtedness \$1,600,000
- B. Total Indebtedness \$1,800,000
- C. Debt Structure:
 - \$600,000 – Mortgages at 8.5% interest will be retired in 15 years
 - \$800,000 – Bonds at 7% interest maturing within 5-10 years
 - \$200,000 – Demand notes at 7.5% interest
 - \$200,000 – Bonds at 7% interest maturing in 1-5 years
 - \$60,000 – Accounts payable
- D. Annual Payments on Plant Indebtedness:
 - \$200,000 minimum (not including demand notes)

20. MINISTRY FORMATION:

An average of 70% of the student body participated in weekly Student Ministry assignments each semester of the last academic year. Formal reports of their activities were made. These reports become part of the student's permanent record. Students in vocational ministry programs must complete a summer internship before graduation.

Signed: _____

Institution: _____

Date: _____