

CURRENT COLLEGE CATALOG

Institution Name:	SEDCODE:
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THE INFORMATION PROVIDED ON THIS FORM SHOULD CONTAIN DATA FOR ONLY THE INSTITUTION LISTED ABOVE. If multi-campus institutions have questions concerning which branches to include, please contact State Education Department staff at heds@mail.nysed.gov or phone 518-474-5091.

- **Three forms are currently only available in paper format (Word, PDF): Current College Catalog (CATALOG), Audited Financial Statement (F. AUDIT) and Coordinator's Survey (NYSED-SUR1). (Institutions are expected to submit all other forms electronically, using the Microsoft Access forms available from the "Data Collection Forms" link on the ORIS web site at: <http://www.highered.nysed.gov/oris/>.)**
- **Please return completed paper forms by:**

Mail:	Or Fax:
NYS Education Department Office of Research and Information Systems Room 966 Education Building Annex Albany, NY 12234	518-474-1907
- **Retain a copy of the completed form in your files in case we need clarification.**
- **If you anticipate a delay in returning this form, request an extension in writing by e-mail, fax or mail stating the reason for the delay and the anticipated submission date.**
- **If you have questions regarding completion of this form, please contact the Office of Research and Information Systems at:**

E-mail: heds@mail.nysed.gov
Fax: (518) 474-1907
Phone: (518) 474-5091

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DUE DATE: OCTOBER 15, 2009

Form Processing Information

Form:	CURRENT COLLEGE CATALOG
SEDCODE:	
Institution Name:	

Respondent Information

Name:			
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TOTAL -- (Check box if all *applicable* branches are included.
 Otherwise, please list branches below.)

Branches Included: <i>(Please list.)</i>	<i>Applicable</i> Branches Not Included: <i>(List.)</i>

Indicate **total time required** by all staff retrieving information and completing this form.

Whole Hours:
(No decimals)

Please print below any **explanatory notes** regarding this data and/or **comments** about this form.
 If necessary, continue comments on reverse side and check this box. *Notes continued on back.*

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Institution Name _____

Current college catalog is online at www.collegesource.org. Yes No

If "No" is checked above, a hard copy of your institution's current college catalog must accompany this form.

Institutions are encouraged to make their current college catalog(s) available online through the web-based service provided free of charge by the Career Guidance Foundation. Complete instructions for submitting catalogs are available on the web at www.collegesource.org. Institutions may also contact the Foundation for up-to-date information at:

Address : Career Guidance Foundation **Phone :** (800) 854-2670 or (858) 560-8051
8090 Engineer Road **Fax :** (858) 278-8960
San Diego, CA 92111

Institutions posting their catalogs on the College Source website will satisfy their Catalog requirement for the HEDS data collection of the Office of Research and Information Systems (including BUNDY) as well as conserve mailing, handling and filing costs. Institutions which are unable to make their current college catalogs available on this website **must mail a current "hard copy" catalog, along with this form,** to:

NYS Education Department
Office of Research and Information Systems
Room 966 EBA
Albany, NY 12234