Set Goals for the Cycle

GOALS:
1. All necessary data is collected.
2. Data is accurately entered on deadline.
3. Data is verified and used for program improvement.

Create/Gather Data Collection Forms for:
- Recruitment
- Enrollment
- Basic Skills Testing
- Exiting
- Follow-Up

Define Staff Roles

Develop Program Strategies
- Recruitment/Mental Toughness
- Enrollment
- Basic Skills Testing
- Exit Policy
- Exit Plan

Continually Review QPR to Check Data Entry and Gauge Progress Towards Goals

Enroll Students and Enter Test Scores

Track and Enter Outcomes [Ongoing]

Track and Enter Services [Ongoing]

Track and Enter Literacy & Numeracy Test for gains within first year

Retain Students track the placement retained in Quarter 2 and Quarter 3

Basic Skills Pre-Testing

Pre-Enrollment/Eligibility Data Collection and Entry

On RAMP

Develop Program Strategies

Data Management

FOLLOW-UP

Data Management

Continually Review QPR to Check Data Entry and Gauge Progress Towards Goals

Enroll Students and Enter Test Scores

Track and Enter Outcomes [Ongoing]

Track and Enter Services [Ongoing]

Track and Enter Literacy & Numeracy Test for gains within first year

Retention Track placement retained in Quarter 2 and Quarter 3

Enter Follow-Up Records Quarterly for 3 Quarters After Exit Quarter

Degree & Certificate Attainment Students allowed 3 quarters after Exit Quarter

Placement Track placement in job/education program in 1st Quarter of Follow-up

Exit Students

Recidivism Track for one year from enroll date

Q1

Ongoing

Q2

Ongoing

Q3

Ongoing