LaunchBoard
Adult Education Dashboard
Data Element Dictionary

Data Comparisons and Caveats

What Types of Reportable Individuals/Participants Are Included?

Reportable individuals are people who are at least 18 years of age at the time of program entry and receive **any** support service or participate in at least one instructional contact hour at a K12 adult school or noncredit community college that is a part of an adult education consortium. Regional Occupation Programs (ROPs) and County Offices of Education are both considered K12 adult schools for reporting purposes. Each individual must have a first name, last name, gender and birthdate to be counted.

Participants are reportable individuals that participate in 12 or more instructional contact hours at one institution within the academic or program year. The 12 instructional contact hours can come from enrollment in any combination of AEBG programs (see AE 100 to AE 109). Participants are counted within a program area (described below) when there is at least one program flag or one instructional contact hour matching the program criteria.

These data include metrics on four programs areas: English as a Second Language (ESL), Adult Basic Education (ABE), Adult Secondary Education (ASE), and Career Technical Education (CTE) with several sub-populations defined by the Adult Education Block Grant (AEBG).

Information is displayed for specific program areas and/or for all programs in the selected institution(s). For example, information for all reportable individuals could include people that do not fall into one of the four programs. Likewise, information for all Participants would include anyone with 12 or more contact hours within one year at a single institution, regardless of which program(s) those hours are in.

All outcome measures are calculated only for Participants. Demographic data is calculated for both reportable individuals and Participants. Many variables are defined as a count and percent. Counts are unduplicated by institution and the selected [cohort] year, while the denominators used to calculate percentages are defined in each metric.

Data Comparisons

In addition to providing institution-level views of each metric, the LaunchBoard Adult Education Tab provides users with the option to see consortium, regional, and state level data, and to compare institution-level data with data from previous years, consortium totals, region totals, and statewide medians. Data used in the comparison groups are based on the same data source(s) and use the same

methodology to derive the data. The following provides a brief description on each of the data types available.

- *Selected Year:* The selected year includes the following terms:
    - Adult schools – summer to spring terms
    - Community colleges - summer to spring terms
    - Employment data - first quarter is July-September, second quarter is October-December, third quarter is January-March, fourth quarter is April-June

- *Time Trend:* Shows the data for all available years.

- *Comparison Groups:* Shows the annual total or median percentage value across all institutions in the following groups:

    - Individual consortium member or agency
    - Consortium (includes all agencies within the consortium)
    - Region (includes all consortia within the micro-region). Micro-regions are the economic regions designated by the California Community College Chancellor's Office.
    - State (includes all regions, consortia, and agencies)

- *Statewide Median Comparisons:* Shows the annual median value across all California K12 adult schools and community colleges.

Disaggregation

The adult education tab will provide disaggregation of all data elements to allow practitioners maximum flexibility to analyze their local data. This includes:

- By **Race/Ethnicity**, **Gender**, and **Age**.

    - **Race/Ethnicity:** Asian, Black or African American, Filipino, Hispanic/Latino, American Indian or Alaska Native, Native Hawaiian or Other Pacific Island, White, Two or More Races.

    - **Gender:** Male, Female, Other

    - **Age:** 19 and under, 20 to 24, 25 to 34, 35 to 44, 45 to 54, 55 and older, and Unknown

- By **Barriers to Employment** including the following specific barriers:
    - Cultural barriers
    - Displaced homemakers

- English language learners
- Ex-offenders
- Foster care youth
- Individuals with disabilities
- Homeless
- Long-term unemployed
- Low income
- Low levels of literacy
- Migrant farmworkers
- Seasonal farmworkers
- Exhausting TANF within 2 years
- Single parents

Data Sources

- The first year of student records for the K12 adult education reporting is 2016-17. Therefore any metrics requiring multiple years of data, such as transition to postsecondary or employment after exit, will have null counts for K12 students in this program year. Treatment of missing data is described in the notes section for each metric in the Data Element Dictionary.

- Community college metrics are based on records submitted to the California Community Colleges Chancellor's Office Management Information System (COMIS) by community colleges and records submitted to TOPSpro Enterprise (TE) by community colleges.

- Adult school metrics are based on records submitted to CASAS using TOPSpro (TE) Enterprise by K12 adult schools. Data element titles are those used in the TE dataset provided by CASAS to the Chancellor's Office for use in the LaunchBoard Adult Education data set.

- Employment and earnings metrics are based on records in California's Employment Development Department's Unemployment Insurance (EDDUI) data. EDDUI data only contain wages for those employed in an occupation or industry covered by Unemployment Insurance in California. This excludes individuals employed by the military or federal government, and those who are self-employed, employed out of state, unemployed, or not in the workforce after completion of an award. The EDDUI data do not indicate how many hours an individual worked, or part time/full time status. Data is only matched for Participants with a valid Social Security number.

  Living wage information is provided by the Insight Center for Community and Economic Development. Their living wage calculator can be viewed at

https://insightcced.org/. Living wages are calculated based on a single individual in the counties associated with the Doing What Matters region where the adult education provider is located. Information on the Doing What Matters regions can be found at http://doingwhatmatters.cccco.edu/Overview.aspx.

Adult Education Programs

AE 100. Count of Participants in English as a Second Language

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in programs that provide instruction in the English language to adult, non-native English speakers with varied academic, vocational, citizenship, and personal goals
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA = ESL/ELL AND TOTAL PY HOURS ≥ 12 across program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03 COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND one of the following: CB22 IN (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00)
Value Type	Value: Unduplicated count of Participants in ESL Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In K12 adult school, "Participants" in ESL are those who were marked as enrolling in an English as a Second Language (including Vocational ESL) program and have 12 or more instructional contact hours in any combination of AEBG programs (see AE 202). • In community colleges, "Participants" in ESL were those who enrolled in one or more noncredit ESL or English Language Citizenship courses and have 12 or more instructional contact hours in any combination of AEBG programs (See AE 202). • Revised 4-20-2018 to include basic skills ESL TOP codes.

AE 101. Count of Participants in Adult Basic Education

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in basic skills programs that provide instruction to adults in foundational academic skills, such as reading, writing, and basic mathematics, as well as learning skills and study skills. These programs include courses that are below Low Adult Secondary Education/9th grade level.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA = Basic Skills ABE AND TOTAL PY HOURS ≥ 12 across program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H)
Value Type	Value: Unduplicated count of Participants in ABE Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In K12 adult school, Participants in ABE are those who were marked as enrolling in an Adult Basic Education (ABE) program including vocational adult basic education (VABE) and have 12 or more instructional contact hours in any combination of AEBG programs. • In community colleges, Participants in ABE are those who enrolled in one or more noncredit courses that are CB21 level D or below in selected TOP codes and have 12 or more instructional contact hours in any combination of AEBG programs.

AE 102. Count of Participants in Adult Secondary Education

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in basic skills programs that provide instruction in foundational academic skills to adults, such as reading, writing, and basic mathematics, as well as learning skills and study skills. These programs include courses that are at the Low Adult Secondary Education/9th grade level and above, and/or leading to a high school diploma, GED, or high school equivalency certificate.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA IN (High School Diploma, High School Equivalency) AND TOTAL PY HOURS ≥ 12 across program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C)
Value Type	Value: Unduplicated count of Participants in ASE Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In K12 adult school, Participants in ASE are those who were marked as enrolling in an Adult Secondary Education (ASE) program which includes high school diploma and high school equivalency programs and had 12 or more instructional contact hours across the program year in any combination of AEBG programs. • In community colleges, Participants in ASE are those who enrolled in one or more noncredit courses that were CB21 level A, B, or C in English or math and had 12 or more instructional contact hours across the academic year in any combination of AEBG programs.

AE 103. Count of Participants in Career and Technical Education

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in programs designed to prepare adults to enter into the workforce
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA: Instructional Program need overall instructional hours > = 12 to count them as a participant TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA IN (Career and Technical Education, Workforce Readiness, Pre-Apprenticeship) AND TOTAL PY HOURS ≥ 12 across program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB22 COURSE-NONCREDIT-CATEGORY SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND any one of the following: CB03 has a vocational flag OR CB22 = J OR SB23 = 2
Value Type	Value: Unduplicated count of Participants in CTE Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In K12 adult school, Participants are those who were marked as enrolling in Career and Technical Education, Workforce Readiness, or Pre-Apprenticeship program and had 12 or more instructional contact hours across the program year in any combination of AEBG programs. • In community colleges, Participants are those who enrolled in one or more noncredit courses with a vocationally flagged TOP code or workforce preparation and had 12 or more contact hours of instruction across the academic year in any combination of AEBG programs.

AE104. SUBCATEGORY: Participants in Programs for Adults with Disabilities

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in programs specifically designed to meet the needs of adults with disabilities. Courses may focus on the development of skills required for independent living and sustainable employment.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA SPECIAL PROGRAMS TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA = Adults with Disabilities OR SPECIAL PROGRAMS = Special Needs in any program area AND TOTAL PY HOURS ≥ 12 across program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND CB22 = E
Value Type	Value: Unduplicated count of Participants in programs for AWD Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In K12 adult school, Participants are those who were marked as enrolling in a program designed for adults with disabilities, including those marked in the Adults with Disabilities instructional program, or who indicated Special Needs under Special Programs, and who has 12 or more instructional contact hours across the program year in any combination of AEBG programs. • In community colleges, Participants are those who enrolled in one or more noncredit courses for persons

	with substantial disabilities and who have 12 or more instructional contact hours across the academic year in any combination of AEBG programs.

AE 105. SUBCATEGORY: Adults with Disabilities Participating in ESL, ABE, ASE, or CTE

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants who are disabled and enrolled in general programs teaching reading, writing, and basic mathematics; learning and study skills; instruction in the English language to adult, non-native English speakers of English; or workforce readiness and technical skills required for employment.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA IN (ESL/ELL, Basic Skills ABE, High School Diploma, High School Equivalency, Career and Technical Education, Workforce Readiness, or Pre-Apprenticeship) OR SPECIAL PROGRAMS = Special Needs AND EMPLOYMENT BARRIERS = Individual with a Disability AND TOTAL PY HOURS ≥ 12 across the program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD01 STUDENT-PRIMARY-DISABILITY CB03 COURSE-TOP-CODE CB22 COURSE-NONCREDIT-CATEGORY SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND SD01 IS NOT NULL AND any of the following: CB03 has a vocational flag OR IN (4930.84, 4930.85,

	4930.86, 4930.87, 4930.90, 4931.00, 1701.00, 1501.00, or 1520.00) OR CB22 IN (A, B, J) OR SB23 = 2
Value Type	Value: Unduplicated count of AWD Participants in any of the four programs Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	In both K-12 and community college, Participants are people with a disability who enrolled in ESL, ABE, ASE, or CTE courses and who have 12 or more instructional contact hours across the program/academic year in any combination of AEBG programs.

AE 106. SUBCATEGORY: Adults Training to Support Child School Success

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in programs that provide education and training to adults, typically parents and community members, to help school-aged children succeed in school. Most often, these courses are found in K-12, and may take the form of short-term courses or workshops devoted to understanding school policy, child school assessment preparation (test-taking strategies and standards), parent-teacher relationships, or other related topics.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA = Adults Supporting K12 Student Success TOTAL PY HOURS ≥ 12 across the program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND CB22 = F
Value Type	Value: Unduplicated count of Participants in Training to

	Support Child School Success
	Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In K12 adult school, Participants are those who were marked as enrolling in the adults supporting K12 student success and who have 12 or more instructional contact hours across a program year in any combination of AEBG programs • In community colleges, Participants are those who enrolled in one or more noncredit courses that teach parenting skills such as parent cooperative preschools, classes in child growth and development and parent-child relationships and how 12 or more instructional contact hours has across an academic year in any combination of AEBG programs.

AE 107. SUBCATEGORY: Workforce Entry and Re-Entry for Specific Populations

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants with systemic barriers to economic success who are enrolled in CTE programs, including adults 55 and older, Participants with cultural barriers, displaced homemakers, English language learners, ex-offenders, foster care youth, individuals with disabilities, homeless, long-term unemployed, low-income, low levels of literacy, migrant farmworkers, seasonal farmworkers, those exhausting TANF/CalWORKs within two years, and single parents.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS LABOR FORCE STATUS CODE TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	CURRENT AGE >= 18; flag if over 55 AND AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND SPECIAL PROGRAMS = Older Adults OR EMPLOYMENT BARRIERS IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income,

	Low Levels of Literacy, Migrant Farmworkers, Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) AND TOTAL PY HOURS ≥ 12 across the program year
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND any of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR SC18 = 1 0R SD01 IS NOT NULL OR SG03 =1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1 OR SV09 = M OR

	SG16 = 1 OR SG17 = 1 OR SG18 = 1 OR SG19 = 1 OR SG20 = 1 OR SB23 = 2
Value Type	Value: Unduplicated count of Participants in Workforce Entry Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In both K-12 and community college, Participants are people who were adults 55 and older, and/or Participants with cultural barriers, displaced homemakers, English language learners, ex-offenders, foster care youth, individuals with disabilities, homeless, long-term unemployed, low-income, low levels of literacy, migrant farmworkers, seasonal farmworkers, those exhausting TANF/CalWORKs within two years, and single parents and enrolled in Workforce Preparation, CTE, or Preapprenticeship courses and who have 12 or more instructional contact hours across the program/academic year in any combination of AEBG programs. • Economically Disadvantaged Status can be found in SV03 for some community college students but not all. • Changes in MIS: SV03 needs to be updated to include all WIOA categories and the New MIS data elements are SC18 and SG14 to SG20. These values may be NULL until COMIS changes are implemented. • Long-Term Unemployed can be extrapolated from EDDUI records until MIS is updated.

AE 108. SUBCATEGORY: Count of Participants in Pre-Apprenticeship Training Programs

Description	Among all Participants in the same institution and [cohort] year, the Distinct count of Participants in programs offering pre-apprenticeship training designed to prepare adults to enter and succeed in a Registered Apprenticeship program, conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards through an MOU.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA = Pre-Apprenticeship AND TOTAL PY HOURS ≥ 12 across the program year AND

	CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: Min(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND SB23 = 2
Value Type	Value: Unduplicated count of Participants in Pre-Apprenticeship Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In both K-12 and community college, Participants are people who enrolled in pre-apprenticeship programs and have 12 or more instructional contact hours across the program/academic year in any combination of AEBG programs. • Changes in MIS: SB23 needs to be amended to include a pre-apprenticeship option. This value may be NULL until COMIS changes are implemented.

AE 109. SUBCATEGORY: Count of Participants in Integrated Education and Training Programs

Description	Among all Participants in the same institution and [cohort] year, the distinct count of Participants in programs offering instruction that simultaneously provide adult education and literacy and workforce preparation and training.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	ISIET: CASAS calculation based on course-level flags for Integrated Education and Training programs TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	"ISIET" = 1 (calculated data element) AND TOTAL PY HOURS ≥ 12 across the program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SG10 STUDENT-CAA-STATUS

COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND SG10 = 2
Value Type	Value: Unduplicated count of Participants in IET Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	• In both K-12 and community college, Participants are people who enrolled in programs that simultaneously combine adult education and literacy with workforce preparation and training and who have 12 or more instructional contact hours across the program/academic year in any combination of AEBG programs. • Changes in MIS: SG10 needs to be amended to include an IET option. This value may be NULL until COMIS changes are implemented.

Program Size

AE 200. Total Adults Served – Instructional Programs and Services

Description	The unduplicated number of adults (reportable individuals) who had one or more instructional contact hours and/or received support services in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	CURRENT AGE ≥ 18 AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND (SX05 ≥ 1 AND CB04 = N) OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR

	SB23 = 2 for each ID by college within one academic year
Value Type	Value: Distinct count of reportable individuals
Time Frame	In the selected [cohort] year
Notes	• K12 adult school adults served are those who took 1 or more instructional contact hours and/or received services • Community college adults served are those who took 1or more instructional contact hours and/or received noncredit student services or Disabled Student Programs and Services (DSPS) • To be counted for this metric individuals must have a populated date of birth, first name, last name, and gender

AE 201. Total Adults Served – Reportable Adults for Support and Career Services

Description	Among all reportable individuals in the same institution and [cohort] year, the unduplicated number of adults served who received orientation, assessment, academic and/or career counseling/referral, as well as other related participant support services in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES) OR TOTAL PY HOURS ≥ 1 AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN

	SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND (SX05 = 0 AND CB04 = N) AND SD02 > 1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 for each ID by college within one academic year
Value Type	Value: Distinct count of adults served for support/career services Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	• K12 adult school adults served are those who received supportive, training, transition, or career services. • Community college adults served are those who received noncredit student services or Disabled Student Programs and Services (DSPS).

AE 202. Total Participants with 12+ Instructional Contact Hours

Description	Among all reportable individuals in the same institution and [cohort] year, the unduplicated number of Participants who had 12 or more hours of instruction in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA is not NULL AND TOTAL PY HOURS≥12 across the program year AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
COMIS Calculations	Distinct count of Participants (SB00) with the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution
Value Type	Value: Distinct count of Participants Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	

AE 203. Headcount for Where Participants Are Taking Courses

Description	• The unduplicated number of Participants with 12 or more instructional contact hours in the selected [cohort] year in the selected consortium • The count by institution that offered courses in the program in the consortium • Presented as: "{unduplicated count of Participants with 12 or more instructional contact hours} Participants took courses at {number of institutions offering 12 or more instructional contact hours in the program} institutions." • Includes visualization that shows disaggregation by institution.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS AGENCY CODE CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, or Adults Supporting K12 Student Success) AND TOTAL PY HOURS ≥ 12 summed across the program year by institution (AGENCY CODE) AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI01 DISTRICT-COLLEGE-IDENTIFIER SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	Distinct count of Participants (SB00) with the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution (GI01) OR SB23 = 2
Value Type	Values: Distinct count of Participants; count of institutions
Time Frame	In the selected [cohort] year
Notes	

AE 204. Participants in a Single Program

Description	Among all reportable individuals in the same institution and [cohort] year, the total number of unduplicated Participants who had 12 or more instructional contact hours in a single program

Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, or Adults Supporting K12 Student Success) AND TOTAL PY HOURS ≥ 12 AND CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB22 COURSE-NONCREDIT-CATEGORY SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND any of the following: CB03 has a vocational flag OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00, 1701.00, 1501.00, 1520.00) OR CB22 IN (A, B, J) OR SB23 = 2
Value Type	Value: Distinct count of Participants in a single program Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	

Population Characteristics

AE 300. Gender

Description	Among reportable individuals in the selected [cohort] year, the number who were in specific gender categories when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	CURRENT AGE (Calculated Field) SEX AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	CURRENT AGE (Calculated Field) ≥ 18 AND SEX IN (male, female, unknown gender) AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SB04 GENDER SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR

	SS20 = 1 OR SB23 = 2 for each ID by college within one academic year AND SB04 IN (F, M, X)
Value Type	Value: Distinct count of reportable individuals by gender Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	• Gender calculated based on the category reported in the last term of enrollment. Missing and Null values are treated as Unknown Gender. • This metric is calculated for all reportable individuals

AE 301. Ethnicity

Description	Among reportable individuals in the selected [cohort] year, the number who were in the WIOA ethnicity categories when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	CURRENT AGE (Calculated Field) ETHNICITY ID RACES AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	CURRENT AGE (Calculated Field) ≥ 18 AND ETHNICITY ID = Hispanic or Latino If non-Hispanic/Latino then: RACES IN (White, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, American Indian or Alaska Native) If more than one value is selected [cohort] then ethnicity is two or more. (T= 2 or more) AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS STD10 Student – IPEDS - Ethnicity SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES

	SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college within one academic year AND STD10 IS NOT NULL
Value Type	Value: Distinct count of reportable individuals by ethnicity Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	• Ethnicity calculated based on the category reported in the last term of enrollment. • Community colleges track "Two or more races" and "Unknown," in addition to the adult education racial categories and have been noted as "Other" in the Adult Ed tab. • This metric is calculated for all reportable individuals who received services or took courses.

AE 302. Age Group

Description	Among reportable individuals in the selected [cohort] year, the number in various age ranges when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES

	TOTAL PY HOURS
TOPSpro Calculations	CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SB23 = 2
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 THEN group by age categories below.
Value Type	Value: Distinct count of reportable individuals identified as Age: 18 to 19, 20 to 24, 25 to 29, 30 to 34, 35 to 39, 40 to 54, 55 and older, and Unknown. Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	• Age calculated based on the category reported in the first term of enrollment within the year. • If Date of Birth is missing or out of range then this value is reported as unknown. Note age is required to be counted.

AE 303. Cultural Barriers Reportable Individuals

Description	Among reportable individuals who had ≥1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as having cultural barriers to employment when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Cultural Barriers AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SG18 STUDENT-CULTURAL-BARRIER-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR

	SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college within one academic year AND SG18 = 1
Value Type	Value: Distinct count of reportable individuals with cultural barriers Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Changes in MIS: SG18 new data element summer 2018. These values may be NULL until COMIS changes are implemented.

AE 304. Displaced Homemaker Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as displaced homemakers when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	CURRENT AGE (Calculated Field) EMPLOYMENT BARRIERS AEBG PROGRAM AREA TOTAL PY HOURS CAREER SERVICES SUPPORTIVE SERVICES TRAINING SERVICES TRANSITION SERVICES
TOPSpro Calculations	EMPLOYMENT BARRIERS = Displaced Homemaker AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES

	SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college, total or sum within one academic year per institution AND SV05 = D
Value Type	Value: Distinct count of reportable displaced homemakers Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	

AE 305. English Language Learner Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as having limited ability in speaking, reading, writing or understanding the English language when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS

TOPSpro Calculations	EMPLOYMENT BARRIERS = English Language Learner AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03-COURSE-TOP-CODE SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college, total or sum within one academic year per institution AND CB03 IN (4930.80, 4930.82, 4931.00) AND CB21 IN (A, B, C, D, E, F, G, H)
Value Type	Value: Distinct count of reportable English language learners Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year

Notes	

AE 306. Ex-Offender Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as ex-offenders when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Ex-Offender AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SG15 STUDENT-EX-OFFENDER-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR

	SS16 = A OR
	SS17 = 1 OR
	SS18 = A OR
	SS19 = A OR
	SS20 = 1 OR
	SB23 = 2
	for each ID by college within one academic year
	AND
	SG15 = 1
Value Type	Value: Distinct count of reportable Ex-offenders
	Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Changes in MIS: new data element SG15 summer 2018. These values may be NULL until COMIS changes can be implemented.

AE 307. Foster Youth Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as current or former foster youth when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise
	Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS
	CURRENT AGE (Calculated Field)
	AEBG PROGRAM AREA
	CAREER SERVICES
	SUPPORT SERVICES
	TRAINING SERVICES
	TRANSITION SERVICES
	TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Foster Care Youth AND
	AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND
	CURRENT AGE >= 18 AND
	TOTAL PY HOURS ≥ 1 OR
	Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER
	STD1 STUDENT AGE AT TERM
	CB04 COURSE-CREDIT-STATUS
	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
	SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS
	SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES

	SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT
	SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE
	SS19 STUDENT-NONCREDIT-EDUCATION-PLAN
	SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES
	SG03 STUDENT-FOSTER-YOUTH-STATUS
	SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following:
	MIN(STD1) ≥ 18 AND
	CB04 = N AND
	SX05 ≥ 1 summed across the academic year by institution
	OR
	SD02 >1 OR
	SS16 = A OR
	SS17 = 1 OR
	SS18 = A OR
	SS19 = A OR
	SS20 = 1 OR
	SB23 = 2
	for each ID by college within one academic year
	AND
	SG03 = 1
Value Type	Value: Distinct count of reportable foster youth
	Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Significantly more colleges began reporting foster youth in 2013-14, which may account for some increases in counts.

AE 308. Homeless Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as homeless when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise
	Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS
	CURRENT AGE (Calculated Field)
	AEBG PROGRAM AREA
	CAREER SERVICES
	SUPPORT SERVICES
	TRAINING SERVICES
	TRANSITION SERVICES
	TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Homeless AND

	AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SG16 STUDENT-HOMELESS-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college, total or sum within one academic year per institution AND SG16 = 1
Value Type	Value: Distinct count of reportable homeless individuals Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	• This metric is calculated for all reportable individuals who received services or took courses. • Changes in MIS: new data element SG16 summer 2018. These values may be NULL until COMIS changes can be implemented.

AE 309. Long-Term Unemployed Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as unemployed for more than 27 consecutive weeks when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Long-term Unemployed AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SG17 LONG-TERM-UNEMPLOY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR

	SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college within one academic year AND SG17 = 1 OR EDDUI = Students not found in the wage file for 27 weeks or more prior to enrollment
Value Type	Value: Distinct count of reportable long term unemployed Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Changes in MIS: new data element SG17 summer 2018. Until then, data will be calculated using EDDUI records. These values may be NULL until COMIS changes can be implemented.

AE 310. Low Income Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as low income when they enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Low Income AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS

	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
	SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS
	SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES
	SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT
	SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE
	SS19 STUDENT-NONCREDIT-EDUCATION-PLAN
	SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES
	SB26 STUDENT-JTPA-STATUS
	SF21 STUDENT-AID-AWARD-TYPE
	SG14 STUDENT-ECONOMICALLY-DISADV-STATUS
	SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS
	SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following:
	MIN(STD1) ≥ 18 AND
	CB04 = N AND
	SX05 ≥ 1 summed across the academic year by institution OR
	SD02 >1 OR
	SS16 = A OR
	SS17 = 1 OR
	SS18 = A OR
	SS19 = A OR
	SS20 = 1 OR
	SB23 = 2
	for each ID by college within one academic year
	AND
	SB26 = J OR
	SF21 IN (BA, B1, B2, B3, BB, BC, F1, F2, F3, F4, F5, GP, GS, GW, GG, WF, GB, GC) OR
	LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1
Value Type	Value: Distinct count of reportable low income individuals
	Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Economically Disadvantaged Status can be found in SV03 for some community college students but not all.
	Changes in MIS: new data element SG14 summer 2018. These values may be NULL until COMIS changes can be implemented.

AE 311. Low Levels of Literacy Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected

	[cohort] year, the number who were flagged as being unable to read, write, and speak in English, or compute and solve problems when they enrolled in adult education.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Low Levels of Literacy AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR

	SS20 = 1 OR SB23 = 2 for each ID by college, total or sum within one academic year per institution AND SG20 = 1
Value Type	Value: Distinct count of reportable low literacy individuals Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Changes in MIS: SG20 STUDENT-LITERACY-STATUS added in summer 2018. These values may be NULL until COMIS changes are implemented.

AE 312. Migrant Worker Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were migrant workers when they enrolled in adult education.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Migrant Workers AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT

	SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE
	SS19 STUDENT-NONCREDIT-EDUCATION-PLAN
	SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES
	SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS
	SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following:
	MIN(STD1) ≥ 18 AND
	CB04 = N AND
	SX05 ≥ 1 summed across the academic year by institution
	OR SB23 = 2
	AND
	SV09 = M
Value Type	Value: Distinct count of reportable migrant workers
	Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	

AE 313. Seasonal Farm Worker Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were seasonal farm workers when they enrolled in adult education.
Data Sources	CASAS TOPSpro Enterprise
	Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS
	CURRENT AGE (Calculated Field)
	AEBG PROGRAM AREA
	CAREER SERVICES
	SUPPORT SERVICES
	TRAINING SERVICES
	TRANSITION SERVICES
	TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Seasonal Farm Workers AND
	AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND
	CURRENT AGE >= 18 AND
	TOTAL PY HOURS ≥ 1 OR
	Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER
	STD1 STUDENT AGE AT TERM
	CB04 COURSE-CREDIT-STATUS
	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS

	SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college, total or sum within one academic year per institution AND SG19 = 1
Value Type	Value: Distinct count of reportable seasonal workers Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	Changes in MIS: new data element SG19 summer 2018. These data may be NULL until COMIS changes are implemented.

AE 314. Exhausting TANF within Two Years Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as being within two years of exhausting TANF when the enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES

	SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = No TANF within 2 years AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre- Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION- SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT- SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT- SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SC18 ELIGIBILITY-TIME-LIMIT-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college within one academic year AND SC18 = 1
Value Type	Value: Distinct count of reportable exhausting TANF Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year

Notes	Changes in MIS: new data element SC18 summer 2018. These data may be NULL until COMIS changes are implemented.

AE 315. Single Parent Reportable Individuals

Description	Among reportable individuals who had >1 instructional contact hour or received support services in the selected [cohort] year, the number who were flagged as single parents when the enrolled in adult education
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	EMPLOYMENT BARRIERS CURRENT AGE (Calculated Field) AEBG PROGRAM AREA CAREER SERVICES SUPPORT SERVICES TRAINING SERVICES TRANSITION SERVICES TOTAL PY HOURS
TOPSpro Calculations	EMPLOYMENT BARRIERS = Single Parent AND AEBG PROGRAM AREA IN (ABE, ESL/ELL, High School Diploma, HSE, CTE, Adults w Disabilities, Pre-Apprenticeship, Adults Supporting K12 Student Success) AND CURRENT AGE >= 18 TOTAL PY HOURS ≥ 1 OR Any Value IN (CAREER SERVICES, SUPPORTIVE SERVICES, TRAINING SERVICES, TRANSITION SERVICES)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD02 STUDENT-PRIMARY-DISABILITY-SERVICE-CONTACTS SS16 STUDENT-NONCREDIT-INITIAL-ORIENTATION-SERVICES SS17 STUDENT-NONCREDIT-INITIAL-ASSESSMENT-SERVICES-PLACEMENT SS18 STUDENT-NONCREDIT-COUNSELING/ADVISEMENT-SERVICE SS19 STUDENT-NONCREDIT-EDUCATION-PLAN SS20 STUDENT-NONCREDIT-SUCCESS-OTHER-SERVICES SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND

	CB04 = N AND SX05 ≥ 1 summed across the academic year by institution OR SD02 >1 OR SS16 = A OR SS17 = 1 OR SS18 = A OR SS19 = A OR SS20 = 1 OR SB23 = 2 for each ID by college, total or sum within one academic year per institution AND SV04 = P
Value Type	Value: Distinct count of reportable single parents Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	

AE 316. Participants Taking Courses in More than One Program Area

Description	Among Participants in the selected [cohort] year, the number who had ≥12 instructional contact hours in more than one adult education program area in the same institution in the same time period
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA has 2 or more values selected AND CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL CB22 COURSE-NONCREDIT-CATEGORY
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND count once for each of the following program areas:

	ESL: CB04 = N AND (CB22 in (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00)) ABE: CB04 = N AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) ASE: CB04 = N AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C) CTE: CB04 = N AND (CB03 has a vocational flag OR CB22 = J) Distinct count of SB00 with 2 or more programs at the same institution in the same academic year.
Value Type	Value: Distinct count of reportable individuals with 2 or more program areas at the same institution Denominator: Total Reportable Individuals (AE 200)
Time Frame	In the selected [cohort] year
Notes	

AE 317. Participants Who Took Courses at More than One Adult School

Description	Among Participants in the selected [cohort] year, the number who had at ≥12 instructional contact hours at a different K12 adult school or community college noncredit program in the same time period
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS AGENCY CODE CURRENT AGE (Calculated Field)
TOPSpro Calculations	CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 across program year AND AGENCY CODE Distinct Count greater than 1
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI01 DISTRICT COLLEGE IDENTIFIER
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND

	SX05 ≥ 12 summed across the academic year by institution AND GI01 distinct count is greater than one
Value Type	Value: Distinct count of Participants attending more than one institution Denominator: Total Participants (AE 202)
Time Frame	In the selected [cohort] year
Notes	Researchers must isolate distinct student counts by agency. Calculation requires a match between K12 AE and College noncredit students to also identify concurrent enrollment across systems.

AE 318. Participants Who Were Simultaneously Taking Courses at Both Adult Schools and Community Colleges

Description	Among Participants in the selected [cohort] year, the number who were also enrolled in credit courses at a community college in the same time period
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	**Cohort:** CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
COMIS Calculations	**Cohort:** SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution Cohort includes all students in TE and COMIS cohort data sets. Calculation is based on match of student records from the cohort with student Participants in credit coursework. **Calculation:** SB00 has CB04 IN (C, D) AND SX05 ≥ 12 summed across the academic year by institution
Value Type	Value: Distinct count of Participants attending both types of institutions Denominator: Total Participants (AE 202) from the agency
Time Frame	In the selected [cohort] year

Notes	Cohort is aggregation of K12 AE and college noncredit students. Calculation is match of the cohort with Participants enrolled in college credit programs.

AE 319. Participants Who Exit Adult Education AKA "Exiters"

Description	Among Participants in the selected [cohort] year, the number of Exiters who have less than 12 contact hours or no record in the subsequent academic/program year.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 in YEAR1
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
COMIS Calculations	**Cohort:** SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year AS YEAR1 Cohort includes all students in TE and COMIS cohort data sets. Exiters are Participants in the selected [cohort] year who have less than 12 contact hours or no record in the subsequent academic year at any institution, including both adult schools and community colleges.
Value Type	Value: Distinct count of Participants Exiting adult education Denominator: Total Participants (AE 202)
Time Frame	Multiple years
Notes	Exiters are used as a denominator in several metrics including completion and employment.

Milestones

AE 400. Enrolled in a Subsequent Course

Description	Among all Participants in the same institution and [cohort] year, the number who subsequently enrolled in additional adult education course(s) in the subsequent year(s)
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
TOPSpro Calculations	CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 in consecutive academic years
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND SB00 meets criteria in consecutive academic terms (GI03)
Value Type	Value: Distinct count of Participants subsequently enrolled Denominator: Total Participants (AE 202)
Time Frame	Multiple years
Notes	Academic year includes terms in this order: summer, fall, winter, spring.

AE 401. Improved One or More Educational Functioning Levels

Description	Among all ESL, ABE, or ASE Participants from the same institution and [cohort] year, the number who improved skills by one or more Educational Functioning Levels in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Element	CURRENT AGE (Calculated Field) TOTAL PY HOURS HASPOPSWITHCOMPLETEDLEVEL (CASAS extract field)
TOPSpro Calculations	CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 AND HASPOPSWITHCOMPLETEDLEVEL = 1
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM

	CB04 COURSE-CREDIT-STATUS
	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
	CB03 COURSE-TOP-CODE
	CB22 COURSE-NONCREDIT-CATEGORY
	CB21 COURSE PRIOR TO COLLEGE LEVEL
	GI03 TERM IDENTIFIER
	Academic Year (calculated)
	SA07 STUDENT EDUCATIONAL FUNCTIONAL LEVEL
COMIS Calculations	SB00 has the following:
	MIN(STD1) ≥ 18 AND
	CB04 = N AND
	SX05 ≥ 12 summed across the academic year by institution AND any of the following:
	CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00, 1701.00, 1501.00, or 1520.00) OR CB22 IN (A, B)
	WHERE MIN CB21 per term (GI03) must decrease over time within the academic year
Value Type	Value: Distinct count of Participants that improved
	Denominator: Unduplicated count of Participants in AE 100, AE 101, AE 102
Time Frame	In the selected [cohort] year
Notes	• This metric is only calculated in ESL, ABE, and ASE programs.
	• CB21 levels decrease from F to E to D and so on until level A – one level below transfer (Y).
	• Elements missing from MIS: new data element SA07 summer 2018. There data may be NULL until COMIS changes are implemented.

AE 402. Completed an ESL Milestone

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who completed an EL Civics course or COAPPS milestone in the selected year
Data Sources	CASAS TOPSpro Enterprise
	Chancellor's Office Management Information System
TOPSpro Data Source Elements	CASAS NRS-approved tests and
	CASAS approved Civic Objectives and Additional Assessment Plans (COAAP) attainment
	CURRENT AGE (Calculated Field)
TOPSpro Data Source Elements	CURRENT AGE >= 18 AND
	Calculation based on CASAS test scores and COAPPS attainment
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER
	STD1 STUDENT AGE AT TERM

	CB04 COURSE-CREDIT-STATUS
	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
	CB22 COURSE-NONCREDIT-CATEGORY
	SX04 ENROLLMENT-GRADE
COMIS Calculations	SB00 has the following:
	MIN(STD1) ≥ 18 AND
	CB04 = N AND
	SX05 ≥ 12 summed across the academic year by institution AND
	CB22 = B AND
	SX04 IN (A, B, C, D, P, SP)
Value Type	Value: Distinct count of Participants that completed ESL
	Denominator: Unduplicated count of Participants in AE 100
Time Frame	In the selected [cohort] year
Notes	CASAS data unavailable until 2nd build.

AE 403. Completed a Basic Skills Course Milestone

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who completed a basic skills course in the selected year
Data Sources	CASAS TOPSpro Enterprise
	Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA
	LEARNER RESULTS
	TOTAL PY HOURS
	CURRENT AGE (Calculated Field)
TOPSpro Calculations	AEBG PROGRAM AREA IN (ABE, ASE)
	LEARNER RESULTS = Educational Achievement
	TOTAL PY HOURS ≥12 across the program year AND
	CURRENT AGE >= 18
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER
	STD1 STUDENT AGE AT TERM
	CB04 COURSE-CREDIT-STATUS
	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS
	CB03 COURSE-TOP-CODE
	SX04 ENROLLMENT-GRADE
COMIS Calculations	SB00 has the following:
	MIN(STD1) ≥ 18 AND
	CB04 = N AND
	SX05 ≥ 12 summed across the academic year by institution AND:
	CB03 IN (1501.00, 1520.00, 1701.00) AND
	CB21 IN (A, B, C, D, E, F, G, H) AND

	SX04 IN (A, B, C, D, P, SP)
Value Type	Value: Distinct count of Participants that completed basic skills Denominator: Unduplicated count of Participants in AE 101 and AE 102
Time Frame	In the selected [cohort] year
Notes	

AE 404. Completed a High School Diploma Milestone

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who completed a course in a high school diploma program in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	Entry Record 18: ASE Low Update Record 13: ASE High CURRENT AGE (Calculated Field)
TOPSpro Calculations	CURRENT AGE >= 18 AND Moved from ASE Low to ASE High
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SB11 STUDENT EDUCATION STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND: SB11 IN (3XXXX, 4XXXX, 5XXXX) where XXXX is the year
Value Type	Value: Distinct count of Participants that earn HS diploma Denominator: Unduplicated count of Participants in AE 102
Time Frame	In the selected [cohort] year
Notes	• Missing MIS Element: CB22 flag for diploma/GED/high school equivalency courses • MIS Element SB11 STUDENT EDUCATION STATUS might capture some students.

Special Note: It appears we do not currently have dataset to population AE404 in the first build. If so, we will include this in the second build.

AE 405. Completed a Workforce Preparation Milestone

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who completed a CTE workforce preparation course or training milestone in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA LEARNER RESULTS CURRENT AGE (Calculated Field)
TOPSpro Data Source Calculations	AEBG PROGRAM AREA = Workforce Readiness AND Update Record 9 IN (Training Milestone, Completed Course) AND CURRENT AGE >= 18 OR LEARNER RESULTS = Acquired Workforce Readiness Skills
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SX04 ENROLLMENT-GRADE
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND: CB22 = J AND SX04 IN (A, B, C, D, P, SP, UG)
Value Type	Value: Distinct count of Participants that completed a workforce milestone Denominator: Unduplicated count of Participants in AE 103
Time Frame	In the selected [cohort] year
Notes	

AE 406. Completed an Occupational Skills Gain

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who completed a CTE technical skills course or training milestone in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System

TOPSpro Data Source Elements	AEBG PROGRAM AREA LEARNER RESULTS CURRENT AGE (Calculated Field)
TOPSpro Data Source Calculations	AEBG PROGRAM AREA IN (Career and Technical Education, Workforce Readiness, Preapprenticeship) AND CURRENT AGE >= 18 AND LEARNER RESULTS IN (Met work based project goal, Training milestone)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB22 COURSE-NONCREDIT-CATEGORY SX04 ENROLLMENT-GRADE SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution OR SB23 = 2 AND: CB03 has a vocational flag AND CB22 IS NOT = J AND SX04 IN (A, B, C, D, P, SP)
Value Type	Value: Distinct count of Participants that completed Occupational Skills Gain Denominator: Unduplicated count of Participants in AE 103
Time Frame	In the selected [cohort] year
Notes	

AE 407. Completed an Adults with Disabilities Milestone

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who completed a course in a program for adults with disabilities in the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS TOTAL PY HOURS LEARNER RESULTS CURRENT AGE (Calculated Field)
TOPSpro Calculations	CURRENT AGE >= 18 AND TOTAL PY HOURS ≥12 across the program year AND

	(AEBG PROGRAM AREA = Adults with Disabilities OR SPECIAL PROGRAMS = Special Needs OR EMPLOYMENT BARRIERS = Individual with a Disability) AND LEARNER RESULTS = Course completion
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS SD01 STUDENT-PRIMARY-DISABILITY CB03 COURSE-TOP-CODE CB22 COURSE-NONCREDIT-CATEGORY SB23 STUDENT-APPENTICESHIP-STATUS
COMIS Calculations	SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution OR SB23 = 2 AND SD01 IS NOT NULL CB22 = E AND SX04 IN (A, B, C, D, P, SP)
Value Type	Value: Distinct count of Participants that completed AWD milestone Denominator: Unduplicated count of Participants in AE 104 and AE 105
Time Frame	In the selected [cohort] year
Notes	

AE 500. Transitioned to ASE

Description	Among all Participants in the same institution and [cohort] year, the number of ESL and ABE Participants who subsequently enrolled in 12 or more instructional contact hours in an ASE program area within one year of the selected year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM YEAR TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated)
TOPSpro and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (ABE, ESL, Citizenship) AND TOTAL PY HOURS ≥ 12 **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND one of the following: ESL: (CB22 in (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00)) ABE: CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes.

	CASAS outcome: Instructional Program = ASE AND PY Hours ≥ 12 (CASAS calculation) (ASE enrollment date is subsequent to ABE, ESL, or Citizenship enrollment WITHIN ONE YEAR) OR COMIS outcome: SB00 has the following within the same OR SUBSEQUENT academic year: CB04 = N AND SX05 ≥ 12 summed across the academic year by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C)
Value Type	Value: Distinct count of Participants that transitioned to ASE Denominator: Total Participants (AE 202)
Time Frame	Within one year
Notes	• Transition to a higher-level program includes ESL to ASE, or ABE to ASE • This metric is calculated for Participants who had previously taken an adult education course in the selected [cohort] or any prior year. • Note that academic year is needed to calculate AE501. • Calculation is not based on transition within a single institution and is calculated as transition regardless of which system the student enrolled in. Therefore users must combine the TOPSpro and COMIS data using a *fuzzy match* to identify the same student(s) enrolled at multiple institutions.

AE 501. Time to Transition to ASE

Description	Among ESL and ABE Participants who transitioned to ASE in the selected [cohort] year, the median number of years between enrolling in ESL or ABE and transitioning to ASE
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated)

CASASA and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (ABE, ESL) AND TOTAL PY HOURS ≥ 12 (CASAS calculation) in selected [cohort] program year
	COMIS cohort: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS Year1) by institution AND one of the following: ESL: (CB22 in (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00)) ABE: CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS outcome**: Instructional Program = ASE AND PY Hours ≥ 12 (CASAS calculation) (ASE enrollment date is subsequent to ABE, ESL, or Citizenship enrollment). Calculate the outcome for each program year. Calculate number of years from initial enrollment (Academic Year 1) to transition date (Academic Year2). **COMIS outcome**: SB00 has the following: CB04 = N AND SX05 ≥ 12 summed across the subsequent academic year (AS Year2) by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C) **Time to Transition** (in years) equals Academic Year2 minus Academic Year1 for each unique ID. Then calculate the median value of all Participants reaching this transition.
Value Type	Median (in years) of the distribution of values found for selected students with outcomes.
Time Frame	Within one year (Multiple years)

Notes	• Transition to a higher-level program includes ESL to ASE or ABE to ASE
	• Calculation is not based on transition within a single institution and is calculated as transition regardless of which system the student enrolled in. Therefore users must combine the TOPSpro and COMIS data using a fuzzy match to identify the same student(s) enrolled at multiple institutions.

AE 502. Transitioned to Postsecondary

Description	Among ABE, ASE, ESL Participants in the same institution and [cohort] year, the number of Participants who subsequently enroll in either a K12 adult education or college CTE course, or a non-developmental credit college course within one year from the selected [cohort] year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL GI03 TERM IDENTIFIER Academic Year (calculated) SB23 STUDENT-APPENTICESHIP-STATUS
TOPSpro and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (ABE, ASE, ESL) AND PY Hours ≥ 12 (CASAS calculation) **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND CB22 IN (A, B, C, D, E, F) SX05 ≥ 12 summed across the selected [cohort] year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes within one year of the

	selected [cohort] year.
	CASAS outcome: Instructional Program IN (CTE, Preapprenticeship, Workforce Readiness) AND PY Hours ≥ 12 in the subsequent program year **COMIS outcome** includes: SB00 has SX05 ≥ 12 summed across the subsequent academic year by institution AND any of the following: CB03 has vocational flag OR SB23 = 2 OR CB04 IN (C, D) AND CB21 = Y
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes (in the subsequent year) Denominator: Total Participants (AE 202) from the cohort year
Time Frame	Multiple years
Notes	• This metric is calculated for Participants who had previously taken an adult education course, and had not taken a postsecondary course, in the selected [cohort] or a prior year. • Calculation is not based on transition within a single institution and is calculated as transition regardless of which system the student enrolled in. Therefore users must combine the TOPSpro and COMIS data using a fuzzy match to identify the same student(s) enrolled at multiple institutions.

AE 503. Transitioned to Developmental Credit College Coursework

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who subsequently enrolled in a developmental credit community college course within one year of the selected year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE

	CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL GI03 TERM IDENTIFIER Academic Year (calculated)
TOPSpro and COMIS Calculations	**CASAS cohort**: CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 across the selected program year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year (AS Year1) by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome**: SB00 has the following: SX05 ≥ 12 summed across the subsequent academic year (AS Year2) by institution AND any of the following: *Math:* SX05 ≥ 12 AND CB04 IN (C, D) AND CB03 = 1701.00 AND CB21 IN (A, B, C, D) *English:* SX05 ≥ 12 AND CB04 IN (C, D) AND CB03 = 1501.00 AND CB21 IN (A, B, C, D) *Reading:* SX05 ≥ 12 AND CB04 IN (C, D) AND CB03 = 1520.00 AND CB21 IN (A, B, C, D) *ESL:* SX05 ≥ 12 AND CB04 IN (C, D) AND CB03 IN (4930.84, 4930.85, 4930.86, 4930.87) AND CB21 IN (A, B, C, D, E, F)
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Within one year (Multiple years)

Notes	• This metric is calculated for Participants who had previously taken an adult education course, and had not previously successfully completed (C or better) a credit college course in a prior year.
	• Calculation is not based on transition within a single institution and is calculated as transition regardless of which system the student enrolled in. Therefore users must combine the TOPSpro and COMIS data using a fuzzy match to identify the same student(s) enrolled at multiple institutions.
	• In this metric there is only COMIS outcomes.

AE 504. Enrolled in Adult Education after Taking a Credit College Course

Description	Among Participants who enrolled in a credit community college course in the selected [cohort] year, the number who subsequently took an adult education course within one year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated)
TOPSpro and COMIS Calculations	**COMIS cohort (Credit)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 IN (C, D) AND SX05 ≥ 12 summed across the selected [cohort] year by institution. This sets a flag for the first credit enrollment. Students found meeting the above criteria are included in the metric cohort. Specifically, Participants can ONLY start in COMIS CREDIT cohort to be included. **Then** in a subsequent year This metric includes students in the CREDIT cohort that reach one (or more) of the following outcomes in a subsequent year.

	CASAS outcome: TOTAL PY HOURS ≥ 12 across subsequent 2 academic years
	COMIS outcome: SB00 has MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the subsequent 2 academic years
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes
	Denominator: Total Participants (AE 202)
Time Frame	Multiple years
Notes	

AE 505. Completed 6+ College Credit Units

Description	Among all Participants in the same institution and [cohort] year, the number who subsequently passed the threshold of six credit units at any California community college within the selected or subsequent program/academic year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SX03 ENROLLMENT-UNITS-EARNED GI03 TERM IDENTIFIER Academic Year (calculated)
TOPSpro and COMIS Calculations	**CASAS cohort:** CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 summed across the selected program year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.

	This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:** SB00 enrolled in CB04 IN (C, D) AND SX03 => 6 within the same or subsequent academic year
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Multiple years
Notes	This metric is only calculated for Participants who had previously taken adult education courses.

AE 506. Received a Pell Grant

Description	Among all Participants that transition to postsecondary in the selected [cohort] year, the number who received a Pell Grant
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SF21 STUDENT-AID-AWARD-TYPE
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the program year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:**

	SB00 has SX05 ≥ 12 across the selected [cohort] academic year AND SF21 IN (GP) in a subsequent year
Value Type	Value: Unduplicated count of Participants with a Pell in the subsequent year Denominator: Total Participants that Transitioned to Postsecondary (AE 502)
Time Frame	Multiple years
Notes	This metric is calculated for Participants (AE 502) who had previously taken an adult education course and transitioned to postsecondary in the selected year. The outcome is found only in community college data where Pell Grants are offered.

AE 507. (COMMUNITY COLLEGE) GPA of 2.0 or Higher

Description	Among all Participants in the same institution and [cohort] year, the number of Participants with a 2.0 or higher cumulative GPA in community college in their subsequent first year of credit college enrollment
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) STD8 Student-Local-Cumulative-GPA
TOPSpro and COMIS Calculations	**CASAS cohort:** CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 summed across the selected program year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.

	This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent academic year AND STD8 ≥ 2.0
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Within one year (Multiple years)
Notes	This metric is only calculated for Participants who had previously taken an adult education course. The outcome is found only in community college data.

Basic Skills

AE 600. Subsequently Took a Credit Developmental ESL Course

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who took a developmental ESL course at a community college within the same or subsequent program/academic year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:** SB00 has SX05 ≥ 12 across the academic year AND CB03 IN (4930.84, 4930.85, 4930.86, 4930.87) AND CB04 = C AND CB21 IN (A, B, C, D, E, F)
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)

Time Frame	Multiple years
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 601. Subsequently Took a Credit Developmental English or Reading Course

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who took a developmental English or reading course at a community college within the same or subsequent program/academic year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
TOPSpro and COMIS Calculations	**CASAS cohort:** CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 summed across the selected program year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:** SB00 has SX05 ≥ 12 across the academic year AND CB03 IN (1501.00, 1520.00) AND CB21 IN (A, B, C, or D) AND CB04 IN (C, D)
Value Type	Value: Unduplicated count of Participants with one or more

	of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Multiple years
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 602. Subsequently Took a Credit Developmental Math Course

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who took a developmental math course at a community college within the same or subsequent program/academic year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
TOPSpro and COMIS Calculations	**CASAS cohort:** CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 summed across the selected program year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:** SB00 has SX05 ≥ 12 across the academic year AND CB03 = 1701.00 AND

	CB04 IN (C, D) AND CB21 IN (B, C, D)
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Within one year (Multiple years)
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 603. Subsequently Took a Transfer-Level English Course

Description	Among all Participants in the same institution and [cohort] year, the number of Participants who took a transferrable English course at a community college within the same or subsequent program/academic year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (Calculated Field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
TOPSpro and COMIS Calculations	**CASAS cohort:** CURRENT AGE >= 18 AND TOTAL PY HOURS ≥ 12 summed across the selected program year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:**

	SB00 has SX05 ≥ 12 across the academic year AND CB03 IN (1501.00, 1503.00, 1504.00, 1507.00) AND CB21 = Y
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Within one year (Multiple years)
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 604A. Time for ESL Participants to Complete Transfer-Level English

Description	Among Participants in the selected [cohort] year, the median number of years between taking the first ESL adult education course and passing a transfer-level English course at a community college
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SX04 ENROLLMENT GRADE
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year AND AEBG PROGRAM AREA = ESL/ELL **COMIS cohort**: SB00 has MIN(STD1) ≥ 18 AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS YEAR1) by institution AND CB04 = N AND one of the following: CB22 in (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00) AND CB21 IN (A, B, C, D, E, F, G, H)

	Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.
	This metric includes students in the cohort that reach one (or more) of the following outcomes over time.
	COMIS outcome: SB00 has SX05 ≥ 12 across the subsequent academic year (AS Year2) AND CB03 IN (1501.00, 1503.00, 1504.00, 1507.00) AND CB21 = Y AND SX04 IN (A, B, C, CR, P)
	Time to Transition (in years) equals Academic Year2 minus Academic Year1 for each unique ID. Then calculate the median value of all Participants reaching this transition.
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Multiple years
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 604B. Time for ABE Participants to Complete Transfer-Level English

Description	Among Participants in the selected [cohort] year, the median number of years between first enrolling in ABE and passing a transfer-level English course at a community college
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SX04 ENROLLMENT GRADE
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year AND

	AEBG PROGRAM AREA = ABE
	COMIS cohort: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS Year1) by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes over time. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent academic year (AS Year2) AND CB03 IN (1501.00, 1503.00, 1504.00, 1507.00) AND CB21 = Y AND SX04 IN (A, B, C, CR, P) **Time to Transition** (in years) equals Academic Year2 minus Academic Year1 for each unique ID. Then calculate the median value of all Participants reaching this transition.
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Any time up to and including the selected [cohort] year
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 604C. Time for ASE Participants to Complete Transfer-Level English

Description	Among Participants in the selected [cohort] year, the median number of years between first enrolling in ASE and passing a transfer-level English course at a community college
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS

	SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SX04 ENROLLMENT GRADE
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year AND AEBG PROGRAM AREA = IN (High School Diploma, High School Equivalency) **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS Year1) by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes over time. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent academic year (AS Year2) AND CB03 IN (1501.00, 1503.00, 1504.00, 1507.00) AND CB21 = Y AND SX04 IN (A, B, C, CR, P) **Time to Transition** (in years) equals Academic Year2 minus Academic Year1 for each unique ID. Then calculate the median value of all Participants reaching this transition.
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Any time up to and including the selected [cohort] year
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 605. Subsequently Took a Transfer-Level Math Course

Description	Among Participants in the selected [cohort] year, the number who subsequently took a transfer-level math course at a community college within the two subsequent years
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **COMIS outcome:** SB00 has SX05 ≥ 12 across the academic year AND CB03 IN (1701.00) AND CB04 IN (C, D) AND CB21 = Y
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total Participants (AE 202)
Time Frame	Multiple years
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 606A. Time for ESL Participants to Complete Transfer-Level Math

Description	Among Participants in the selected [cohort] year, the median number of years between enrolling in ESL and passing a transfer-level math course at any California community college
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SX04 ENROLLMENT GRADE
COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution AND AEBG PROGRAM AREA = ESL/ELL **COMIS cohort**: SB00 has MIN(STD1) ≥ 18 AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS Year1) by institution AND CB04 = N AND one of the following: CB22 in (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00) AND CB21 IN (A, B, C, D, E, F, G, H) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes over time. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent academic year (AS Year2) AND

	CB03 IN (1701.00) AND CB04 IN (C, D) AND CB21 = Y AND SX04 IN (A, B, C, CR, P)
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Any time up to and including the selected [cohort] year
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 606B. Time for ABE Participants to Complete Transfer-Level Math

Description	Among Participants in the selected [cohort] year, the median number of years between first enrolling in ABE and passing a transfer-level math course at a community college
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SX04 ENROLLMENT GRADE
COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution AND AEBG PROGRAM AREA = ABE **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS Year1) by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Students found meeting either one or both of the above

	criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes over time. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent academic year (AS Year2) AND CB03 = 1701.00 AND CB21 = Y AND SX04 IN (A, B, C, CR, P) **Time to Transition** (in years) equals Academic Year2 minus Academic Year1 for each unique ID. Then calculate the median value of all Participants reaching this transition.
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Any time up to and including the selected [cohort] year
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 606C. TIME FOR ASE PARTICIPANTS TO COMPLETING A TRANSFER-LEVEL MATH

Description	Among Participants in the selected [cohort] year, the median number of years between first enrolling in ASE and passing a transfer-level math course at a community college
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL SX04 ENROLLMENT GRADE
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution AND

	AEBG PROGRAM AREA = IN (High School Diploma, High School Equivalency) **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year (AS Year1) by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes over time. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent academic year (AS Year2) AND CB03 = 1701.00 AND CB21 = Y AND SX04 IN (A, B, C, CR, P) **Time to Transition** (in years) equals Academic Year2 minus Academic Year1 for each unique ID. Then calculate the median value of all Participants reaching this transition.
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Any time up to and including the selected [cohort] year
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

Completion

AE 700. Participants Who Completed an Adult Education Basic Skills Program

Description	Among Participants in the selected [cohort] year, the number of Participants who earned a college CDCP basic skills certificate, transitioned from ESL or ABE to ASE, credit basic skills program, or transitioned to credit coursework in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	AEBG PROGRAM AREA TOTAL PY HOURS LEARNER RESULTS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL CB22 COURSE-NONCREDIT-CATEGORY SP02 STUDENT-PROGRAM-AWARD GI03 TERM IDENTIFIER Academic Year (calculated)
TOPSpro and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (ABE, ESL) AND TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND one of the following: ESL: CB22 in (A, B) OR CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00) ABE: CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.

| | This metric includes students in the cohort that reach one (or more) of the following outcomes.

CASAS outcome:
AEBG PROGRAM AREA = ASE AND
TOTAL PY HOURS ≥ 12 summed across the academic year by institution AND
LEARNER RESULTS IN (Earned certificate, Course completion, Transitioned to credit)
Note: ASE enrollment date is subsequent to ABE, ESL, or Citizenship enrollment

COMIS outcome: SB00 has SX05 ≥ 12 summed across the academic year by institution AND one of the following:

Transition to a Higher-Level Basic Skills Program (for ESL and ABE programs):
CB03 IN (1701.00, 1501.00, 1520.00) AND
CB21 IN (A, B, C)

Awards:
SP02 IN (H, I, J, K, L, P, Q, R)

Transition to CTE:
CB03 has a vocational flag

Transition to Credit:
CB04 IN (C, D) |
|---|---|
| **Value Type** | Value: Unduplicated count of Participants with one or more of the outcomes
Denominator: Total Participants (AE 202) |
| **Time Frame** | Multiple years |
| **Notes** | • ESL Participants who earn a CDCP award or transition to ASE, CTE, or credit college coursework are considered completers.
• ABE Participants who earn a CDCP award or transition to ASE, CTE, or credit college coursework are considered completers.
• ASE Participants who earn a CDCP award or transition to CTE or college credit courses are considered completers. |

AE 701. Participants Who Earned a Diploma, GED, or High School Equivalency

Description	Among ASE Participants in the selected [cohort] year, the number of Participants who earned a diploma or high school equivalency in the selected program/academic year.
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS LEARNER RESULTS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the academic year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected academic year by institution AND CB22 = K Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS outcome:** Update Record 9 IN (Passed GED, Passed HiSET, Passed TASC, Earned high school diploma) **COMIS outcome:** SB00 has SX05 ≥ 12 across the academic year AND SP02 = S
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total ASE Participants (AE 102)
Time Frame	Multiple years
Notes	Missing MIS Element: CB22 flag for diploma/GED/high

	school equivalency courses and SP02 flag for diploma/GED/high school equivalency awards

AE 702. Participants Who Earned an Postsecondary Adult Education CTE Certificate

Description	Among CTE Participants in the selected [cohort] year, the number of Participants who earned a WIOA-recognized postsecondary certificate in a K12 adult school or college noncredit program in the selected [cohort] year
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS LEARNER RESULTS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03 COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD SB23 STUDENT-APPENTICESHIP-STATUS
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS outcome:** AEBG PROGRAM AREA IN (CTE, Preapprenticeship) AND LEARNER RESULTS = Completed Certificate OR LEARNER RESULTS IN (Occupational Skills Licensure, Occupational Skills Certificate, Occupational Certifications)

	COMIS outcome: SB00 has SX05 ≥ 12 across the Academic Year AND SP02 IN (H, I, J, K, L, P, Q, R) OR SB23 = 2
Value Type	Value: Unduplicated count of Participants with one or more of the outcomes Denominator: Total CTE Participants (AE 103)
Time Frame	Multiple years
Notes	• Under WIOA, CTE certificates issued by K12 adult schools and noncredit college programs are considered post-secondary if they are for a program greater than 48 contact hours that is aligned to an occupation and is not solely for workforce preparation.

AE 703. Participants Who Earned a Low-Unit Credit Certificate

Description	Among Participants in the selected [cohort] year, The number of Participants who earned a credit certificate of less than 18 units within one year of exiting adult education
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS LEARNER RESULTS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one

	(or more) of the following outcomes in the subsequent academic year. **COMIS outcome:** SB00 has SX05 ≥ 12 across the subsequent Academic Year AND SP02 IN (E, B)
Value Type	Value: Unduplicated count of Exiting Participants with one or more of the outcomes Denominator: Distinct count of Exiting Participants (AE 319)
Time Frame	Within one year of exiting adult education (Multiple Years)
Notes	• Low-unit awards are more than 6 but less than 18 units. • Because it is not required, many colleges do not report locally-issued certificates to the Chancellor's Office. Therefore, some Participants who received a locally-issued certificate may not be included. • This metric is only calculated for Participants who had previously taken an adult education course.

AE 704. Participants Who Earned a High-Unit Credit Certificate

Description	Among Participants in the selected [cohort] year, The number of Participants who earned a certificate of 18 or more units within two years after exiting adult education
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically,

	Participants can start in either CASAS or COMIS to be included.
	This metric includes students in the cohort that reach one (or more) of the following outcomes.
	COMIS outcome: SB00 has SX05 ≥ 12 across the subsequent Academic Year AND SP02 IN (L, T, F)
Value Type	Value: Unduplicated count of Exiting Participants with one or more of the outcomes Denominator: Distinct count of Exiting Participants (AE 319)
Time Frame	Within two years of exiting adult education
Notes	• This metric is only calculated for Participants who had previously taken an adult education course. • High-unit award include 18 or more units.

AE 705. Participants Who Earned an Associate Degree

Description	Among Participants in the selected [cohort] year, The number of Participants who earned an associate degree within four years after exiting adult education
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be

	included.
	This metric includes students in the cohort that reach one (or more) of the following outcomes.
	COMIS outcome: SB00 has SX05 ≥ 12 across the subsequent Academic Year AND SP02 IN (A, S)
Value Type	Value: Unduplicated count of Exiting Participants with one or more of the outcomes Denominator: Distinct count of Exiting Participants (AE 319)
Time Frame	Within four years of exiting adult education
Notes	This metric is only calculated for Participants who had previously taken an adult education course.

AE 706. Time to Earning a Community College Award

Description	Among Participants in the selected [cohort] year, the median number of years between taking the first adult education course and earning a certificate or degree at a community college
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD SP03 Student-Program-Award-Earned (Date)
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be

	included.
	This metric includes students in the cohort that reach one (or more) of the following outcomes.
	COMIS outcome: SB00 has SX05 ≥ 12 across the subsequent Academic Year AND SP02 IN (B, E, L, T, F, L, H, I, J, K, L, P, Q, R) *Time:* Number of years between first date of adult education enrollment and SP03
Value Type	Median (in years) of the distribution of values found for selected [cohort] students with outcomes.
Time Frame	Any time up to and including the selected [cohort] year
Notes	• Includes awards of more 48 contact hours or 6 units. • This metric is only calculated for Participants who had previously taken an adult education course.

AE 707. Participants Who Complete a Postsecondary Credential

Description	Among Participants in the selected [cohort] year, the number of Participants who subsequently earned any postsecondary credential
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS LEARNER RESULTS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03 COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated) SP02 STUDENT-PROGRAM-AWARD SB23 STUDENT-APPENTICESHIP-STATUS SP03 Student-Program-Award-Earned (Date)
TOPSpro and COMIS Calculations	**CASAS cohort:** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution

| | Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.

This metric includes students in the cohort that reach one (or more) of the following outcomes in any subsequent year within the range of available data.

CASAS outcome:
AEBG PROGRAM AREA IN (CTE, Preapprenticeship) AND LEARNER RESULTS = Completed Certificate OR
LEARNER RESULTS IN (Occupational Skills Licensure, Occupational Skills Certificate, Occupational Certifications)

COMIS outcome:
SB00 has SP02 IN (B, E, L, T, F, L, H, I, J, K, L, P, Q, R, Y, Z) |
|---|---|
| **Value Type** | Value: Unduplicated count of Participants with one or more of the outcomes
Denominator: Total Participants (AE 202) |
| **Time Frame** | In the selected [cohort] year (Multiple years) |
| **Notes** | • Under WIOA, CTE certificates issued by K12 adult schools and noncredit college programs are considered post-secondary if they are for a program greater than 48 contact hours that is aligned to an occupation and is not solely for workforce preparation.
• This is an aggregation of data elements AE 702 to AE 705 as possible outcomes. |

Employment

AE 800. Second Quarter Employment

Description	Among Exiters in the selected [cohort] year, the number of Participants who were employed two fiscal quarters after exiting adult school. Exiters are Participants who have less than 12 contact hours or no record in the subsequent academic/program year.
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
EDDUI Data Source Elements	
TOPSpro and COMIS and EDDUI Calculations	**CASAS cohort (exiters):** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year and no enrollments found the following program year **COMIS cohort (exiters)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution AND no enrollments found the following academic year Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included but must not be enrolled in the subsequent year. This metric includes students in the cohort that reach one (or more) of the following outcomes. Record is found in EDDUI wage file two fiscal quarters after exit
Value Type	Value: Unduplicated count of Exiting Participants with one or more of the outcomes

	Denominator: Distinct count of Exiting Participants (AE 319)
Time Frame	• K12: In the second fiscal quarter after Participants exited • Community college: In the second fiscal quarter after the last academic year when Participants were enrolled
Notes	This metric does not include Reportable individuals who only received support services or who had less than 12 instructional contact hours.

AE 801. Fourth Quarter Employment

Description	Among Exiters in the selected [cohort] year, the number of Participants who were employed four fiscal quarters after exiting adult school
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
EDDUI Data Source Elements	
TOPSpro and COMIS and EDDUI Calculations	**CASAS cohort (exiters):** TOTAL PY HOURS ≥ 12 summed across the academic year by institution with no enrollment the following academic year **COMIS cohort (exiters)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the Academic Year by institution AND no enrollments found in following academic year Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included but must not be enrolled in the subsequent year. This metric includes students in the cohort that reach one (or more) of the following outcomes.

	Record is found in EDDUI wage file four fiscal quarters after exit
Value Type	Value: Unduplicated count of Exiting Participants with one or more of the outcomes Denominator: Distinct count of Exiting Participants (AE 319)
Time Frame	• K12: In the fourth fiscal quarter after Participants exited • Community college: In the fourth fiscal quarter after the last academic year when Participants were enrolled
Notes	This metric does not include Reportable individuals who only received support services or who had less than 12 instructional contact hours.

AE 802. Second Quarter Earnings

Description	The median earnings of Exiting Participants two fiscal quarters after exiting adult school
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
EDDUI Data Source Elements	Second Quarter earnings
TOPSpro and COMIS and EDDUI Calculations	**CASAS cohort (exiters):** TOTAL PY HOURS ≥ 12 summed across the academic year and no enrollments found the following academic year **COMIS cohort (exiters)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the Academic Year by institution AND no enrollments found in year after exit Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes.

	Record is found in EDDUI wage file two fiscal quarters after exit. Then calculate (sum) Total earnings in the second fiscal quarter after exit, across all employers for each unique Participant.
Value Type	Dollar value
Time Frame	• K12: In the second fiscal quarter after Participants exited • Community college: In the second fiscal quarter after the last academic year when Participants were enrolled
Notes	This metric does not include reportable individuals who only received support services or who had less than 12 instructional contact hours.

AE 803. Change in Earnings

Description	The median change in earnings of Exiting Participants one year before and one year after exiting adult school
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
EDDUI Data Source Elements	Quarterly earnings
TOPSpro and COMIS and EDDUI Calculations	**CASAS cohort (exiters):** TOTAL PY HOURS ≥ 12 summed across the academic year and no enrollments found the following academic year **COMIS cohort (exiters)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the Academic Year by institution AND no enrollments found in year after exit Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.

	This metric includes students in the cohort that reach one (or more) of the following outcomes. Record is found in EDDUI wage file two fiscal quarters after exit. Then calculate (sum) the Total earnings in all four fiscal quarters for the year before and the year after exit, across all employers for each unique Participant each fiscal year. Sum of wages in the first, second, third, and fourth quarter before exit compared to the first, second, third, and fourth quarter after exit.
Value Type	Percentage change (from before to after)
Time Frame	• K12: Participants tracked based on date of exit • Community college: Participants tracked based on the last academic year when they were enrolled • Change in earnings compared total wages one year before and one year the Participants exited adult education
Notes	This metric does not include Reportable individuals who only received support services or who had less than 12 instructional contact hours.

AE 804. Median Annual Earnings

Description	The median annual earnings of Exiting Participants one year after exiting adult school
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
EDDUI Data Source Elements	Quarterly earnings
TOPSpro and COMIS and EDDUI Calculations	**CASAS cohort (exiters):** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year and no enrollments found the subsequent academic year **COMIS cohort (exiters)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND

	SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution AND no enrollments found in year after exit
	Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.
	This metric includes students in the cohort that reach one (or more) of the following outcomes.
	Record is found in EDDUI wage file two fiscal quarters after exit. Then calculate (sum) Total earnings in the first, second, third, and fourth quarter after exit, across all employers for each unique Participant.
Value Type	Dollar value
Time Frame	• K12: Participants tracked based on date of exit • Community college: Participants tracked based on the last academic year when they were enrolled • Annual earnings are the sum of wages in the four fiscal quarters after exit
Notes	This metric does not include Reportable individuals who only received support services or who had less than 12 instructional contact hours.

AE 805. Earnings Compared to the Regional Living Wage

Description	Annual earnings among Participants who exited adult school in the selected [cohort] year, compared to the regional standard-of-living wage for a single individual
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File Insight Center for Community Economic Development
TOPSpro Data Source Elements	TOTAL PY HOURS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS GI03 TERM IDENTIFIER Academic Year (calculated)
EDDUI Data Source Elements	Quarterly earnings

Insight Center for Community Economic Development Calculations	Average living wage for a single individual in the counties associated with the Doing What Matters region in which the adult education provider is located
TOPSpro and COMIS and EDDUI Calculations	**CASAS cohort (exiters):** TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year and no enrollments found the following program year **COMIS cohort (exiters)**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND no enrollments found in year after exit Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. Record is found in EDDUI wage file two fiscal quarters after exit. Then calculate (sum) Total earnings in the first, second, third, and fourth quarter after exit, across all employers for each unique Participant.
Value Type	Count and percent of Participants earning a living wage. Displayed as: "{total number of adult education Participants with earnings above the living wage for a single adult divided by all adult education Participants with earnings data} % of Participants were making a living wage."
Time Frame	• K12: Participants tracked based on date of exit • Community college: Participants tracked based on the last academic year when they were enrolled • Annual earnings are the sum of wages in the four fiscal quarters after exit
Notes	• Figures rounded to the nearest $1,000 • This metric does not include Reportable individuals who only received support services or who had less than 12 instructional contact hours.

Success Based on Barriers to Employment

AE 900. Functional Skill Level Increases for ABE Participants with Barriers to Employment

Description	Among ABE Participants in the selected [cohort] year, the Proportion of ABE Participants in each Barriers to Employment category who increased functional skills by one or more levels compared to the proportion of Participants enrolled in that category in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE (CASAS Calculation) AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS HASPOPSWITHCOMPLETEDLEVEL (CASAS extract field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SA07 STUDENT EDUCATIONAL FUNCTIONAL LEVEL SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
TOPSpro and COMIS Calculations	**CASAS cohort**: AEBG PROGRAM AREA = ABE TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year by institution Then flag each of the following:

	CURRENT AGE; flag if over 55 AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND Entry Record 13 = Older Adults OR Entry Record 14 IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income, Low Levels of Literacy, Migrant Farmworkers, Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) **COMIS cohort**: SB00 has the following MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Then flag each of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR SC18 = 1 0R SD01 IS NOT NULL OR SG03 = 1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1 OR SV09 = M OR SG16 = 1 OR SG17 = 1 OR SG18 = 1 OR SG19 = 1 OR SG20 = 1 OR SB23 = 2 Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes.

	CASAS outcome: HASPOPSWITHCOMPLETEDLEVEL (CASAS extract field) = 1 COMIS outcome: SA07 shows a gain in level (first position) over time.
Value Type	Values: Unduplicated count of ABE Participants with one or more of the outcomes disaggregated for each special population or characteristic. Denominator: Total ABE Participants (AE 101)
Time Frame	In the selected [cohort] year (Multiple years)
Notes	Results will be shown for the following Barriers to Employment categories (sub-populations): • Older adults (55+) • Cultural barriers • Displaced homemakers • English language learners • Ex-offenders • Foster care youth • Individuals with disabilities • Homeless • Long-term unemployed • Low income • Low levels of literacy • Migrant farmworkers • Seasonal farmworkers • Exhausting TANF within 2 years • Single parents Economically Disadvantaged Status can be found in SV03 for some community college students but not all.

AE 901. High School Diploma or Equivalency Attainment for ASE Participants with Barriers to Employment

Description	Among ASE Participants in the selected [cohort] year, the Proportion of ASE Participants in each Barriers to Employment category who earned high school diploma or equivalency compared to the proportion of Participants enrolled in that category in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE AEBG PROGRAM AREA SPECIAL PROGRAMS

	EMPLOYMENT BARRIERS LEARNER RESULTS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
TOPSpro and COMIS Calculations	**CASAS cohort**: AEBG PROGRAM AREA IN (High School Diploma, High School Equivalency) AND TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year by institution Then flag each of the following: Current Age; flag if over 55 AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND SPECIAL PROGRAMS = Older Adults OR EMPLOYMENT BARRIERS IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income, Low Levels of Literacy, Migrant Farmworkers, Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) **COMIS cohort**: SB00 has the following MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (A, B, C)

	Then flag each of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR SC18 = 1 0R SD01 IS NOT NULL OR SG03 = 1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1OR SV09 = M OR SG16 = 1 OR SG17 = 1OR SG18 = 1OR SG19 = 1 OR SG20 = 1 OR SB23 = 2 Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS outcome**: LEARNER RESULTS IN (Passed GED, Passed HiSET, Passed TASC, Earned high school diploma) **COMIS outcome**: SB11 IN (3XXXX, 4XXXX, 5XXXX) where XXXX is the year
Value Type	Values: Unduplicated count of ASE Participants with one or more of the outcomes disaggregated for each special population or characteristic. Denominator: Total ASE Participants (AE 102)
Time Frame	Multiple years
Notes	Missing MIS Element: CB22 flag for diploma/GED/high school equivalency courses

	MIS Element SB11 STUDENT EDUCATION STATUS might capture some students.
	Economically Disadvantaged Status can be found in SV03 for some community college students but not all.
	Results will be shown for the following Barriers to Employment categories: • Older adults (55+) • Cultural barriers • Displaced homemakers • English language learners • Ex-offenders • Foster care youth • Individuals with disabilities • Homeless • Long-term unemployed • Low income • Low levels of literacy • Migrant farmworkers • Seasonal farmworkers • Exhausting TANF within 2 years • Single parents

AE 902. Functional Skill Level Increases for ESL Participants with Barriers to Employment

Description	Among ESL Participants in the selected [cohort] year, the Proportion of ESL Participants in each Barriers to Employment category who increased functional skills by one or more levels compared to the proportion of Participants enrolled in that category in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS CURRENT AGE AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS HASPOPSWITHCOMPLETEDLEVEL (CASAS extract field)
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS

	CB22 COURSE-NONCREDIT-CATEGORY SA07 STUDENT EDUCATIONAL FUNCTIONAL LEVEL SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
TOPSpro and COMIS Calculations	**CASAS cohort**: AEBG PROGRAM AREA = ESL/ELL and TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year by institution Then flag each of the following: Current Age; flag if over 55 AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND SPECIAL PROGRAMS = Older Adults OR EMPLOYMENT BARRIERS IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income, Low Levels of Literacy, Migrant Farmworkers, Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) **COMIS cohort**: SB00 has the following MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB22 in (A, B) Then flag each of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR

	SC18 = 1 0R SD01 IS NOT NULL OR SG03 = 1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1OR SV09 = M OR SG16 = 1 OR SG17 = 1OR SG18 = 1OR SG19 = 1 OR SG20 = 1 OR SB23 = 2 Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS outcome**: Calculation based on CASAS test scores **COMIS outcome:** SA07 shows a gain in level (first position) over time.
Value Type	Values: Unduplicated count of ESL Participants with one or more of the outcomes disaggregated for each special population or characteristic. Denominator: Total ESL Participants (AE 100)
Time Frame	Multiple years
Notes	Results will be shown for the following Barriers to Employment categories (sub-populations): • Older adults (55+) • Cultural barriers • Displaced homemakers • English language learners • Ex-offenders • Foster care youth • Individuals with disabilities • Homeless • Long-term unemployed • Low income • Low levels of literacy

	• Migrant farmworkers • Seasonal farmworkers • Exhausting TANF within 2 years • Single parents Economically Disadvantaged Status can be found in SV03 for some community college students but not all.

AE 903. Employment 2 Quarters after Exit for ESL Participants with Barriers to Employment

Description	Among Exiting ESL Participants in the selected [cohort] year, the Proportion of ESL Participants in each Barriers to Employment category who secured second quarter employment compared to the proportion of Participants enrolled in that category in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS CALCULATED AGE AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS

EDDUI Data Source Elements	Record is found in wage file two fiscal quarters after exit
TOPSpro and COMIS Calculations	**CASAS cohort**: AEBG PROGRAM AREA = ESL/ELL AND TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year by institution Then flag each of the following: CURRENT AGE; flag if over 55 AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND SPECIAL PROGRAMS = Older Adults OR EMPLOYMENT BARRIERS IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income, Low Levels of Literacy, Migrant Farmworkers, Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) **COMIS cohort**: SB00 has the following MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB22 in (A, B) Then flag each of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR SC18 = 1 0R SD01 IS NOT NULL OR SG03 = 1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1OR SV09 = M OR SG16 = 1 OR SG17 = 1OR SG18 = 1OR SG19 = 1 OR SG20 = 1 OR SB23 = 2

	Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS exiters**: no enrollment in the subsequent program year **COMIS exiters**: No enrollments found in the subsequent academic year **Outcome**: Data match with EDD or a survey
Value Type	Values: Unduplicated count of Exiting ESL Participants with one or more of the outcomes disaggregated for each special population or characteristic. Denominator: Total ESL Participants (AE 100) that are also Exiting (AE 319)
Time Frame	• K12: In the second fiscal quarter after Participants exited • Community college: In the second fiscal quarter after the last academic year when Participants were enrolled
Notes	Economically Disadvantaged Status can be found in SV03 for some community college students but not all. Results will be shown for the following Barriers to Employment categories: • Older adults (55+) • Cultural barriers • Displaced homemakers • English language learners • Ex-offenders • Foster care youth • Individuals with disabilities • Homeless • Long-term unemployed • Low income • Low levels of literacy • Migrant farmworkers • Seasonal farmworkers • Exhausting TANF within 2 years • Single parents

AE 904. Employment in the Second Quarter after Exit for CTE Participants with Barriers to Employment

Description	Among Exiting CTE Participants in the selected [cohort] year, the Proportion of CTE Participants in each Barriers to Employment category who secured second quarter employment compared to the proportion of Participants enrolled in that category in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS CALCULATED AGE AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
EDDUI Data Source Elements	Record is found in wage file two fiscal quarters after exit
TOPSpro and COMIS Calculations	**CASAS cohort**: AEBG PROGRAM AREA IN (Career and Technical Education, Workforce Readiness, Pre-Apprenticeship) TOTAL PY HOURS ≥ 12 summed across the selected [cohort] program year by institution Then flag each of the following:

	CURRENT AGE; flag if over 55 AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND SPECIAL PROGRAMS = Older Adults OR EMPLOYMENT BARRIERS IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income, Low Levels of Literacy, Migrant Farmworkers, Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) **COMIS cohort**: SB00 has the following MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB03 has a vocational flag or CB22 = J Then flag each of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR SC18 = 1 0R SD01 IS NOT NULL OR SG03 = 1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1OR SV09 = M OR SG16 = 1 OR SG17 = 1OR SG18 = 1OR SG19 = 1 OR SG20 = 1 OR SB23 = 2 Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes.

	CASAS exiters: No enrollments in subsequent academic year **COMIS exiters**: No enrollments found in subsequent academic year **Outcome**: Data match with EDD or a survey
Value Type	Values: Unduplicated count of Exiting CTE Participants with one or more of the outcomes disaggregated for each special population or characteristic. Denominator: Total CTE Participants (AE 103) that are also Exiters (AE 319)
Time Frame	• K12: In the second fiscal quarter after Participants exited • Community college: In the second fiscal quarter after the last academic year when Participants were enrolled
Notes	Economically Disadvantaged Status can be found in SV03 for some community college students but not all. Results will be shown for the following Barriers to Employment categories: • Older adults (55+) • Cultural barriers • Displaced homemakers • English language learners • Ex-offenders • Foster care youth • Individuals with disabilities • Homeless • Long-term unemployed • Low income • Low levels of literacy • Migrant farmworkers • Seasonal farmworkers • Exhausting TANF within 2 years • Single parents

AE 905. Earnings Gains for CTE Participants with Barriers to Employment

Description	Among Exiting CTE Participants in the selected [cohort] year, the comparative wage gains of CTE Participants in each Barriers to Employment category who secured earnings gains in the selected [cohort] year
Data Sources	CASAS TOPSpro Enterprise Chancellor's Office Management Information System

	Employment Development Department Unemployment Insurance Wage File
TOPSpro Data Source Elements	TOTAL PY HOURS CALCULATED AGE AEBG PROGRAM AREA SPECIAL PROGRAMS EMPLOYMENT BARRIERS
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB03-COURSE-TOP-CODE CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB22 COURSE-NONCREDIT-CATEGORY SC18 ELIGIBILITY-TIME-LIMIT-STATUS SD01 STUDENT-PRIMARY-DISABILITY SG03 STUDENT-FOSTER-YOUTH-STATUS SG14 STUDENT-ECONOMICALLY-DISADV-STATUS SV03 STUDENT-VTEA-ECONOMICALLY-DISADV-STATUS SV04 STUDENT-VTEA-SINGLE-PARENT-STATUS SV05 STUDENT-VTEA-DISPLACED-HOMEMAKER-STATUS SG15 STUDENT-EX-OFFENDER-STATUS SV09 STUDENT-VOCATIONAL-MIGRANT-WORKER-STATUS SG16 STUDENT-HOMELESS-STATUS SG17 LONG-TERM-UNEMPLOY-STATUS SG18 STUDENT-CULTURAL-BARRIER-STATUS SG19 STUDENT-SEASONAL-FARM-WORK-STATUS SG20 STUDENT-LITERACY-STATUS SB23 STUDENT-APPENTICESHIP-STATUS
EDDUI Data Source Elements	Quarterly earnings
TOPSpro and COMIS Calculations	**CASAS cohort**: AEBG PROGRAM AREA IN (Career and Technical Education, Workforce Readiness, Pre-Apprenticeship) TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution Then flag each of the following: CURRENT AGE; flag if over 55 AEBG PROGRAM AREA IN (Workforce Readiness, CTE, preapprenticeship) AND SPECIAL PROGRAMS = Older Adults OR EMPLOYMENT BARRIERS IN (Cultural Barriers, Displaced Homemaker, English Language Learner, Ex-Offender, Foster Care Youth, Homeless, Long Term Unemployed, Low Income, Low Levels of Literacy, Migrant Farmworkers,

	Seasonal Farmworkers, Exhausting TANF with Two Years, Single Parents) **COMIS cohort**: SB00 has the following MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB03 has a vocational flag or CB22 = J Then flag each of the following: *Course taking:* CB03 has a vocational flag OR CB22 = J *Student characteristics:* EDDUI: Participant ID not found in the wage file for 27+ weeks prior to enrollment OR SC18 = 1 0R SD01 IS NOT NULL OR SG03 = 1 OR Min(STD1) >54 OR LEFT(SV03,1) IN (1, 2, 3, 4) OR LEFT(SG14,1) = 1 OR SV04 = P OR SV05 = D OR SG15 = 1OR SV09 = M OR SG16 = 1 OR SG17 = 1OR SG18 = 1OR SG19 = 1 OR SG20 = 1 OR SB23 = 2 Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS exiters**: No enrollments in subsequent program year **COMIS exiters**: No enrollments in subsequent academic year **Outcome**: Data match with EDD or a survey
EDDUI Calculations	Sum of wages in the first, second, third, and fourth quarter

	before exit compared to the first, second, third, and fourth quarter after exit
Value Type	Percentage change (from before to after)
Time Frame	• K12: Participants tracked based on date of exit • Community college: Participants tracked based on the last academic year when they were enrolled • Change in earnings compared total wages one year before and one year the Participants exited adult education
Notes	Economically Disadvantaged Status can be found in SV03 for some community college students but not all. Results will be shown for the following Barriers to Employment categories: • Older adults (55+) • Cultural barriers • Displaced homemakers • English language learners • Ex-offenders • Foster care youth • Individuals with disabilities • Homeless • Long-term unemployed • Low income • Low levels of literacy • Migrant farmworkers • Seasonal farmworkers • Exhausting TANF within 2 years • Single parents

Pathways

AE 906A. Top Five Credit Programs Taken by Adult Education ABE Participants

Description	Among exiting ABE Participants, the top five credit programs in which Participants enrolled
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS AEBG PROGRAM AREA
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL GI03 TERM IDENTIFIER Academic Year (calculated) XB00 SECTION IDENTIFIER XB05 SECTION UNITS MAXIMUM
TOPSpro and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (Basic Skills, ABE) AND TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution CB03 IN (1701.00, 1501.00, 1520.00) AND CB21 IN (D, E, F, G, H) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS exiters**: No enrollments in subsequent academic year **COMIS exiters**: No enrollments in subsequent academic year

	COMIS outcome includes: SB00 has SX05 ≥ 12 summed across the subsequent academic year by institution AND CB04 IN (C, D) AND CB21 = Y AND any of the following: [Count of sections XB00] or [Sum of units XB05] group by LEFT(CB03,4) as TOP4 for each unique participant. Then subtotal the data by TOP4 groups and sort by the highest number of units/sections taken overall. Report the five TOP4 as subject codes in college credit programs.
Value Type	Program name(s) and code (TOP4 and description)
Time Frame	Multiple years
Notes	TOP code assignments are used to identify college programs

AE 906B. Top Five Credit Programs Taken by Adult Education ASE Participants

Description	Among exiting ASE Participants, the top five credit programs in which Participants enrolled
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS AEBG PROGRAM AREA
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL GI03 TERM IDENTIFIER Academic Year (calculated) XB00 SECTION IDENTIFIER XB05 SECTION UNITS MAXIMUM
TOPSpro and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (ASE, High School Diploma, High School Equivalency) AND TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] academic year by institution AND CB03 IN (1701.00, 1501.00, 1520.00) AND

	CB21 IN (A, B, C)
	Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included.
	This metric includes students in the cohort that reach one (or more) of the following outcomes.
	CASAS exiters: No enrollments in subsequent academic year **COMIS exiters**: No enrollments in subsequent academic year
	COMIS outcome includes: SB00 has SX05 ≥ 12 summed across the subsequent academic year by institution AND CB04 IN (C, D) AND CB21 = Y AND any of the following:
	[Count of sections XB00] or [Sum of units XB05] group by LEFT(CB03,4) as TOP4 for each unique participant.
	Then subtotal the data by TOP4 groups and sort by the highest number of units/sections taken overall. Report the five TOP4 as subject codes in college credit programs.
Value Type	Program name and code (TOP4 and description)
Time Frame	Multiple years
Notes	TOP code assignments are used to identify college programs

AE 906C. Top Five Credit Programs Taken by Adult Education ESL Participants

Description	Among exiting ESL Participants, the top five credit programs in which Participants enrolled
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS AEBG PROGRAM AREA
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL

	CB22 COURSE-NONCREDIT-CATEGORY GI03 TERM IDENTIFIER Academic Year (calculated) XB00 SECTION IDENTIFIER XB05 SECTION UNITS MAXIMUM
TOPSpro and COMIS Calculations	**CASAS cohort:** AEBG PROGRAM AREA IN (ESL, ELL, Citizenship) AND TOTAL PY HOURS ≥ 12 summed across the selected [cohort] academic year by institution **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution AND CB22 in (A, B) Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS exiters**: No enrollment in subsequent academic year **COMIS exiters**: No enrollment in subsequent academic year **COMIS outcome** includes: SB00 has SX05 ≥ 12 summed across the subsequent academic year by institution AND CB04 IN (C, D) AND CB21 = Y AND any of the following: [Count of sections XB00] or [Sum of units XB05] group by LEFT(CB03,4) as TOP4 for each unique participant. Then subtotal the data by TOP4 groups and sort by the highest number of units/sections taken overall. Report the five TOP4 as subject codes in college credit programs.
Value Type	Program name and code (TOP4 and description)
Time Frame	Multiple years
Notes	TOP code assignments are used to identify college programs

AE 906D. Top Five Credit Programs Taken by Adult Education CTE Participants

Description	Among exiting CTE Participants, the top five credit programs in which Participants enrolled
Data Sources	CASAS TopsPro Enterprise Chancellor's Office Management Information System
TOPSpro Data Source Elements	TOTAL PY HOURS AEBG PROGRAM AREA
COMIS Data Source Elements	SB00 STUDENT-IDENTIFIER STD1 STUDENT AGE AT TERM CB04 COURSE-CREDIT-STATUS SX05 ENROLLMENT POSITIVE ATTENDANCE HOURS CB03 COURSE-TOP-CODE CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL GI03 TERM IDENTIFIER Academic Year (calculated) XB00 SECTION IDENTIFIER XB05 SECTION UNITS MAXIMUM SB23 STUDENT-APPENTICESHIP-STATUS
TOPSpro and COMIS Calculations	**CASAS cohort:** Instructional Program IN (Career and Technical Education, Workforce Readiness, Pre-Apprenticeship) TOTAL PY HOURS ≥ 12; across selected [cohort] program year **COMIS cohort**: SB00 has the following: MIN(STD1) ≥ 18 AND CB04 = N AND SX05 ≥ 12 summed across the selected [cohort] Academic Year by institution AND CB03 has a vocational flag or CB22 = J OR SB23 = 2 Students found meeting either one or both of the above criteria are included in the metric cohort. Specifically, Participants can start in either CASAS or COMIS to be included. This metric includes students in the cohort that reach one (or more) of the following outcomes. **CASAS exiters**: No enrollment in subsequent academic year **COMIS exiters**: No enrollments in subsequent academic year **COMIS outcome** includes:

	SB00 has SX05 ≥ 12 summed across the subsequent academic year by institution AND CB04 IN (C, D) AND CB21 = Y AND any of the following: [Count of sections XB00] or [Sum of units XB05] group by LEFT(CB03,4) as TOP4 for each unique participant. Then subtotal the data by TOP4 groups and sort by the highest number of units/sections taken overall. Report the five TOP4 as subject codes in college credit programs.
Value Type	Program name and code (TOP4 and description)
Time Frame	Multiple years
Notes	TOP code assignments are used to identify college programs