

RGI GEAR UP Database Frequently Asked Questions

Cumulative Course Completion

For Cumulative Course Completion, we are looking for how your district defines successful completion. Our guidance to sites has been that if a student attains the letter grade that allows them to advance to the next course without any form of remediation, traditionally a C, then the student has successfully completed the course. If a student receives a lower grade but they are allowed to advance to the next course without any required remediation, the student can be marked off as successfully completing the course. Each school district is a little different, so please feel free to contact our office if there are any questions or if there is a specific case that you may want to run by us.

Advanced Courses

- An advanced course would be considered any Honors, AP, Running Start, College in the High School and any advanced classes with titles such as Advanced Biology, Advanced English, etc.
- A student would also be considered to be in an advanced course if the class was at a higher level than the class typical for their grade/ peer group. For example, if an 8th or 9th grader completed geometry, this would be considered advanced since this course is traditionally given in 10th grade. A 10th grader taking geometry, however would not be considered at an advanced level. Similarly, if a sophomore took Physics, they would also be considered advanced since this course is often taught at the senior level.
- When reporting advanced course completion for math, science and/or English/Language arts please ensure at least one semester/ class was completed successfully, not just enrolled in before checking the completed box. We are trying to determine if a student has successfully completed at least one semester/ term at an advanced level for this measure. **Note that this is different from the other measures that deal with specific courses (e.g. Algebra I) which require the completion of the entire (typically year-long) sequence before being marking complete in the database.**

Running Start Students

- For cohort students that have completed their first year of running start: they should be kept as “College Coursework in HS” and wait until after they graduate to indicate which school they went to – 2 or 4 year. The “completed 1st year college” will be for the 7th year when they are officially out of HS.
- For the students that are attending Running start, please check them off under Educational Progress, Record Student Progress, Postsecondary Progress, College Coursework in HS. This

would apply to any cohort student attending running start or doing college in the high school coursework.

- This can be documented under rigorous coursework in the student services and activities sections on a monthly basis.
- As for marking them off as at or above grade level, use the grades that they are getting in the courses that they are taking in high school.

5th Year Seniors

Please add your 5th year seniors to your database rosters (if you end up serving them through GEAR UP activities), but be sure to note in their profile under Other 1 or Other 2 that they are 5th year seniors. This way, RGI will be able to separate them out from our aggregate APR data. If they will not be in the school building and will not receive or be participating in GEAR UP services, then you do not need to add them.