



## UW GEAR UP – ACHIEVERS Required Reporting Timeline 2020-2021 School Year

### Required by the 7<sup>th</sup> business day of each month:

- Report all Student and Parent Services/Activities in database
- Report all Educator Professional Development activities in database

### Required by October 30, 2020:

#### Update the Student Lists for 2020-21 School Year –

- Archive any students that withdrew in the previous school year
- Add any new students to database (recommended to use the “New Student Upload Form” found in the RGI database; RGI will import students into database for sites using this form)
- Update any demographics

### Family and Student Financial Aid Surveys:

- For Families – collect Exit Survey after each GUA Family Event and College Knowledge Workshop
- For Students – 9<sup>th</sup> grade students only this year; CCLI will create, collect, and share survey findings

### Required by February 12, 2021:

#### Update the following Current Course Enrollment in Educational Progress –

- |  |   |
|--|---|
| <input type="checkbox"/> English/Language Arts   | <input type="checkbox"/> Calculus                         |
| <input type="checkbox"/> Pre-Algebra             | <input type="checkbox"/> 2 Years of Math Beyond Algebra I |
| <input type="checkbox"/> Algebra I or Equivalent | <input type="checkbox"/> Biology                          |
| <input type="checkbox"/> Geometry                | <input type="checkbox"/> Chemistry                        |
| <input type="checkbox"/> Algebra II              | <input type="checkbox"/> Physics                          |
| <input type="checkbox"/> Trigonometry            | <input type="checkbox"/> AP Course                        |
| <input type="checkbox"/> Pre-Calculus            | <input type="checkbox"/> IB Course                        |

### Required by September 10, 2021:

#### Update the following Cumulative Course Completion in Educational Progress –

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> English/Language Arts   | <input type="checkbox"/> Pre-Calculus                     | <input type="checkbox"/> AP Course                      |
| <input type="checkbox"/> Pre-Algebra             | <input type="checkbox"/> Calculus                         | <input type="checkbox"/> IB Course                      |
| <input type="checkbox"/> Algebra I or Equivalent | <input type="checkbox"/> 2 Years of Math Beyond Algebra I | <input type="checkbox"/> Advanced Math                  |
| <input type="checkbox"/> Geometry                | <input type="checkbox"/> Biology                          | <input type="checkbox"/> Advanced Science               |
| <input type="checkbox"/> Algebra II              | <input type="checkbox"/> Chemistry                        | <input type="checkbox"/> Advanced English/Language Arts |
| <input type="checkbox"/> Trigonometry            | <input type="checkbox"/> Physics                          |   |

#### Update the following in Educational Progress –

- Took PSAT (**Required as they occur**)
- Took ASPIRE (**Required as they occur**)