

**Required by the 20<sup>th</sup> of each month:**

- Report all Student and Parent Services/Activities in database
  - Student college/career exploration/awareness events
  - Parent financial aid workshops
- Report all Educator Professional Development activities in database

**Required by January 31<sup>st</sup>, 2025:**

**Input all GEAR UP Students in Database**

- GEAR UP Status
- First and Last Name; Middle Initial is recommended
- Student ID Number
- Gender
- Ethnicity
- Grade Level
- Limited English Proficiency (Y/N)
- Individualized Education Plan (Y/N)
- Homeless (Y/N)
- Foster Care (Y/N)
- Students served by one or more federally funded programs:
  - Upward Bound
  - Upward Bound Math-Science
  - Veterans Upward Bound
  - Talent Search
  - 21st CCLC
  - Migrant Program
  - 2 or More

**Required by March 31, 2025:**

**Update Current Course Enrollment in Educational Progress**

- Algebra I or Equivalent (Secondary Math I)
- Pre-Algebra
- English/Language Arts
- Advanced English/Language Arts
- Advanced Math
- Advanced Science
- Dual Enrollment

**Required by July 31, 2025:**

**Update the following Cumulative Course Completion in Educational Progress**

- Algebra I or Equivalent (Secondary Math I)
- Pre-Algebra
- English/Language Arts
- Advanced English/Language Arts
- Advanced Math
- Advanced Science
- Dual Enrollment

**Required by September 9, 2025:**

- Report all August 2025 Student and Parent Services/Activities
- Report all August 2025 Educator Professional Development Activities
- Update Student Educational Progress
  - Passed State Grade Standard – Math
  - Passed State Grade Standard – Science