

2013/2014 High School Data Collection Form

AVID Center • 9246 Lightwave Avenue • Suite 200 • San Diego, CA 92123
 Voice: (858) 380-4800 • email: aviddata@avidcenter.org



Person Completing Form: _____

School: _____

District: _____

Please **do not** send this form to AVID Center. Use this form to collect your data and then go to www.avid.org to enter the data online.

Please use data for the 2013-2014 academic year. **Only leave an item blank if it does not apply.** Enter zero if there are no students in a particular category. Do not create new categories.

ENTER ACTUAL NUMBERS ONLY, not percentages.

	Ethnicity	A		B	
		Entire School (9th - 12th grade)		AVID Students (9th - 12th grade)	
		Male	Female	Male	Female
1.	Hispanic or Latino				
2.	American Indian or Alaska Native				
3.	Asian				
4.	Black or African American				
5.	Native Hawaiian or other Pacific Islander				
6.	White				
7.	Two or more races				
8.	Declined to state				
	Total				

	Grade Level	A		B	
		Male	Female	Male	Female
	High School				
9.	9th				
10.	10th				
11.	11th				
12.	12th				
	Total				

Please indicate whether or not Advanced Placement (AP) classes, International Baccalaureate (IB) classes, and/or Advanced International Certificate of Education (AICE) classes are offered at your school by circling YES or NO. Indicate the number of AVID students who are or will be enrolled in at least one course of rigor this year. **Include only AVID students in your counts and only count a student once. Only count AP, IB or AICE courses; do not include pre-AP, honors, etc.**

Courses of Rigor (See Supplemental Instructions)		Number of AVID Students Enrolled				
		<i>(Does your site offer AP, IB, and/or AICE Courses? Please indicate Yes or No)</i>				
		9th	10th	11th	12th	
13.	Count each AVID student only once	YES	NO			

14.	Please enter the number of students in the entire school who are eligible for the Federal Free or Reduced Lunch Program.	
15.	Please enter the number of AVID students who are eligible for the Federal Free or Reduced Lunch Program.	
16.	Please enter the number of high school (grades 9-12) AVID elective classes (sections) available to students.	
17.	Please indicate the number of teachers/administrators at your site.	
18.	Please indicate the number of teachers/administrators that have been AVID trained (Summer Institute, Path, etc).	
19.	Please enter the number of AVID high-school students (grades 9-12) currently enrolled in at least their 3 rd year of AVID. (including middle school AVID enrollment.)	
20.	Please enter the number of current AVID students who are taking a sequence of courses allowing them to meet four-year college entrance requirements (based upon their current transcript and four-year plan).	
21.	Please enter the number of AVID high-school students (grades 9-12) who are currently taking a course at a college or university that allows them to earn transferable college credit (See supplemental instruction sheets for further details).	M
		F
22.	<p>Please enter the total number of AVID Elective tutoring hours available to AVID high school students per week. This number should be the sum of tutoring hours provided by all AVID Elective tutors during regular school days during a typical week.</p> <p>Note: College tutors are defined as current college/university students. Cross-Age tutors are defined as older secondary students from a different grade level and a different classroom than those in the AVID elective class. Adult tutors are defined as individuals other than College or Cross-Age tutors who have undergone the AVID Tutorial training.</p> <p>All persons serving as AVID tutors must be trained to model and implement the AVID WICOR and inquiry-based tutorial processes.</p> <p>EXAMPLE: College tutor A works 6 hours; College tutor B works 12 hours: Total weekly college tutor hours = 18.</p> <p>*Please see supplemental instruction sheet, for more detailed information.</p> <p>COLLEGE TUTOR HOURS _____</p> <p>CROSS-AGE TUTOR HOURS _____</p> <p>ADULT TUTOR HOURS _____</p>	

NEW ITEM FOR ALL GRADE LEVELS

Attendance: Complete the table below for each appropriate category **by entering attendance percentages**. Please report the average attendance rate for AVID students and all students **from the last school year (2012-13)**.

NOTE: First-year AVID sites may enter 'U' for the AVID attendance rate; all other sites must enter a valid value.

		High Schools
23.	AVID Students Average Attendance Rate in 2012-2013	_____ %
24.	All Students Average Attendance Rate in 2012-2013	_____ %

If your site **did not have seniors in the AVID program last year**, please check the box below and read the instructions at the end of this form.

My site did not have seniors in the AVID program last year.
(Please skip all remaining items)

If your site **had** seniors in the AVID program last year, please answer items 25-36 (in CA, also answer 37-38).

The system will automatically insert the numbers for this section (questions 25-33) based on the information that was obtained from your school's senior data collection from last spring.

Please note that the system will calculate the numbers based on the senior data forms that were Approved by AVID Center. Therefore, if not all of your school's seniors had their data approved, you will need to update the information by entering the correct numbers in the data collection form (the pre-populated data will be incorrect). If your school did not enter senior data last year, the system will not insert any data.

All information in this section pertains only to <u>LAST YEAR'S AVID</u> seniors.		M	F	n/a
25.	Please enter the number of seniors in last year's AVID program.			
26.	Please enter the number of seniors in last year's AVID program for whom last year marked at least their THIRD year in AVID.			
27.	Please enter the number of seniors in last year's AVID program who completed entry requirements for admission to four-year colleges.			
28.	Please enter the number of seniors in last year's AVID program who graduated.			
29.	Please enter the number of seniors in last year's AVID program who took the SAT at any time in their high school years.			
30.	Please enter the number of seniors in last year's AVID program who took the ACT at any time in their high school years.			
31.	Please enter the number of seniors in last year's AVID program who took EITHER the SAT or ACT at any time in their high school years.			
32.	Please enter the number of seniors in last year's AVID program who took at least one AP/IB/AICE exam at any time in their high school years.			

The system will automatically insert the numbers (questions 33a-c and 34c) based on the information that was obtained from your school's senior data collection last spring. Please note that the system will calculate the numbers based on the data forms that were **Approved by AVID Center**. Therefore, if not all your school's senior had their data approved, you will need to update the information by entering the correct numbers in the form (**the pre-populated data will be incorrect**). If your school did not enter senior data last year, the system will not insert any numbers.

For each category listed below, indicate the number of seniors in the 2012-2013 school year's AVID program who were actually accepted by any four-year college/university in Column B and the number of those students who planned to attend in Column C. **The total of Column C should NOT exceed the total of Column B and it should NOT exceed the total number of seniors in the 2012-2013 school years' AVID program, as reported in question 25.**

		A Applied		B Accepted by		C Planned to Attend	
		M	F	M	F	M	F
33.	ANY four-year college/university						
34.	ANY two-year college	'Applied' and 'Accepted by' data are not reported for items 34-36; please report only those AVID students who 'Plan to Attend' for these items.					
35.	ANY technical school						
36.	ANY military enlistment						

ONLY CALIFORNIA high schools need to answer items 37 and 38.

CALIFORNIA high schools ONLY – For items 37 and 38 please enter the number of seniors in last year's AVID program who were accepted by any University of California (UC) campus or California State University (CSU) campus (in Column B) and the number of those students who planned to attend any UC or CSU campus to which they were accepted (in Column C).

		A Applied		B Accepted by		C Planned to Attend	
		M	F	M	F	M	F
37.	University of California						
38.	California State University						

Congratulations! Your task is almost finished. Please review this form for accuracy and completeness. When your review is complete and you are satisfied with the data, your next step is to enter this data into our online form. Please go to www.avid.org to enter your data. Please **do not** send the completed paper form to AVID Center.

Thank you for completing the form.

Questions? Call 858-380-4800, press "2" for Data; or email us at aviddata@avidcenter.org.

Supplemental Instruction Sheet

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NOTE: This sheet is designed to supplement the instructions that are on the Data Collection Form. If you need additional information, please contact your Regional/District Director or AVID Center at (858) 380-4800, press “2” for Data; or email your questions to aviddata@avidcenter.org.

Item Number & Description	Notes & Further Instructions
1-8 Ethnic Breakdown	Please place students in the given categories using your best judgment as to where they belong. Do not enter percentages. The total number of AVID students in each category should be less than or equal to the total for the entire school.
9-12 Grade Breakdown	Please place students in the given categories. Do not enter percentages. Record special education students in the grade they would be enrolled in based on their age. The total number of AVID students in each category should be less than or equal to the total for the entire school.
13 Number of AVID students (grades 9-12) enrolled in Courses of Rigor (Only AP, IB, or AICE)	Please circle YES or NO to indicate whether AP, IB, and/or AICE courses are offered at your school. Enter the number of AVID students in each grade level that are enrolled in these courses. Please enter “0” if no AVID students are enrolled. Some students take more than one course of rigor and should be counted only once regardless of the number of courses in which they enroll. The totals for each grade level should not exceed the total of AVID students reported in items 9-12. Include only AVID students in your counts and only count a student once in each subject.
14 Number of students in the entire school who are eligible for the Federal Free or Reduced Lunch Program	Please enter the NUMBER for the entire school. Do not enter percentages. Do not single out AVID students. These counts are most easily obtained from the cafeteria staff. In California, this number can be obtained from the prior year’s CBEDS form.
15 Number of AVID students in the entire school who are eligible for the Federal Free or Reduced Lunch Program	Please enter the NUMBER of AVID students who are eligible for Federal Free or Reduced Lunch Program. Do not enter percentages. These counts are most easily obtained from the cafeteria staff.
16 Number of high school (grades 9-12) AVID sections available to students	Please enter the total number of AVID elective sections for your high school students (add together grades and sections for grades 9-12).
17 Please indicate the number of teachers/administrators at your site	Please enter the number of all teachers and administrators on your campus.
18 Please indicate the number of teachers/administrators that have been AVID trained (Summer Institute, Path, etc).	Please enter the number of teachers and administrators reported in item 17, who have been AVID trained. (e.g. attended an AVID Summer Institute, Path training, etc). The number reported cannot exceed the number from item 17.

19	Number of high school AVID students (grades 9-12) currently enrolled in at least their third year of AVID	Please enter the total number of high school AVID students (grades 9-12) who were enrolled in AVID for at least two complete school years prior to the current year. Students enrolled in AVID during middle school should be included in this total.
20	Number of CURRENT AVID high school students (grades 9-12) who have taken or will take a sequence of courses allowing them to meet four-year college entrance requirements (based on their transcript and four-year plan)	This item pertains to the number of current AVID students who have taken or will take a college-preparatory sequence of courses and/or have an educational plan that will produce a transcript to meet four-year college entry requirements (A-G requirements in California). Check AVID student's long term educational plan and current course enrollment. Key point: Do they still have the ability to meet four-year college or university entrance requirements?
21	Number of AVID high-school students (grades 9-12) currently enrolled in a college-level or dual-enrollment course	Please enter the number of current AVID high-school students (grades 9-12) presently enrolled in a college level course broken down by gender. Students must be enrolled for college credit with an institute of higher education. The course can be taken either on the high school campus, college campus, or at another location. <u>Key Point:</u> The course earns the student college credit that is transferable to the university.
22	Total AVID high school (grades 9-12) tutoring hours BY COLLEGE TUTORS and CROSS-AGE OR ADULT TUTORS available to your AVID students per week.	This number should be the sum of AVID Elective tutoring hours provided BY ALL COLLEGE TUTORS during regular school days during a typical week (e.g. College Tutor A works 6 hours; College Tutor B works 12 hours: Total = 18 hours). Weekly tutoring hours provided by COLLEGE, CROSS-AGE AND ADULT TUTORS should be calculated separately. Note: <u>College tutors</u> are defined as current college/university students. <u>Cross-Age tutors</u> are defined as older secondary students from a different grade level and a different classroom than those in the AVID elective class. <u>Adult tutors</u> are defined as individuals other than College or Cross-Age tutors who have undergone the AVID Tutorial training. All persons serving as AVID tutors must be trained to model and implement the AVID WICOR and inquiry-based tutorial processes. *If you offered zero tutor hours, please enter that in the note section of the form.
23-24	Attendance Rates	Please place percentages in the given categories, recording the attendance rates as a percentage for AVID and All Students at the school. Be sure you report a separate rate for each grade range.

The computer will automatically insert the numbers for questions 25-33 based on the information that was obtained from your school's seniors last spring.

Please note that the computer will calculate the numbers based on the data that was entered. Therefore, if not all of your school's seniors entered data, you will need to edit the numbers that are inserted (they will be incorrect). If your school did not enter senior data last year, the computer is not able to calculate these numbers.

25	Number of seniors in last year's AVID program	Please enter the total number of AVID seniors enrolled in AVID during the PREVIOUS school year.
26	Number of AVID seniors for whom last year marked at least their third year in AVID	Please enter the total number of seniors in last year's AVID program who were enrolled in AVID for at least two complete years before their senior year. Students enrolled in middle school AVID should be included in this total. This total cannot exceed the total in question 25.
27	Number of seniors in last year's AVID program who completed entry requirements for admission to a four-year college	Please enter the total number of seniors in last year's AVID program who by the time they graduated had met all of the requirements for admission into a four-year college. This total cannot exceed the total in question 25.
28	Number of seniors in last year's AVID program who graduated	Please enter the total number of seniors in last year's AVID program who graduated. This total cannot exceed the total in question 25.
29	Number of seniors in last year's AVID program who took the SAT at any time in their high school years	Please enter the total number of seniors in last year's AVID program who took the SAT at any time in their high school years. This total cannot exceed the total in question 25.
30	Number of seniors in last year's AVID program who took the ACT at any time in their high school years	Please enter the total number of seniors in last year's AVID program who took the ACT at any time in their high school years. This total cannot exceed the total in question 25.
31	Number of seniors in last year's AVID program who took EITHER the <u>SAT</u> or <u>ACT</u> at any time in their high school years	Please enter the total number of seniors in last year's AVID program who took either the SAT or ACT at any time in their high school years (for use in site certification). This total should include all students who took the SAT, ACT, or both of the exams. This total cannot exceed the total in question 25.
32	Number of seniors in last year's AVID program who took at least one AP, IB, or AICE exam at any time during their high school years	Many students will have taken more than one AP, IB, or AICE course during high school. Please enter these students only once. This total cannot exceed the total in question 25.

33	Number of seniors in last year's AVID program who APPLIED, were ACCEPTED BY, and PLANNED TO ATTEND ANY four-year college or university	<ul style="list-style-type: none"> a) Enter the number of last year's AVID seniors who SENT APPLICATIONS to any four-year college. (They need not have been accepted to count here). This total cannot exceed the total in question 25. b) Enter the number of last year's AVID seniors who WERE ACCEPTED by any four-year college. This total cannot exceed the total in question 33A. c) Enter the number of last year's AVID seniors who PLANNED TO ATTEND a four-year college that they were accepted by. This total cannot exceed the total in question 33B.
34	Number of seniors in last year's AVID program who PLANNED TO ATTEND a two-year college	Enter the number of last year's AVID seniors who PLANNED TO ATTEND a two-year college. This total cannot exceed the total in question 25.
35	Number of seniors in last year's AVID program who PLANNED TO ATTEND a technical/trade school	Enter the number of last year's AVID seniors who PLANNED TO ATTEND any technical/trade school. This total cannot exceed the total in question 25.
36	Number of seniors in last year's AVID program who PLANNED TO ATTEND (ENLIST) in any branch of the military	Enter the number of last year's AVID seniors who PLAN TO ENLIST in any branch of the military. This total cannot exceed the total in question 25.
37	Number of seniors in last year's AVID program who APPLIED, were ACCEPTED BY, and PLANNED TO ATTEND ANY University of California school	<p>ONLY CALIFORNIA HIGH SCHOOLS need to fill in these fields.</p> <ul style="list-style-type: none"> a) Enter the number of last year's AVID seniors who SENT APPLICATIONS to any UC school. (They need not have been accepted to count here). This total cannot exceed the total in question 25. b) Enter the number of last year's AVID seniors who WERE ACCEPTED by any UC school. This total cannot exceed the total in question 37A. c) Enter the number of last year's AVID seniors who PLANNED TO ATTEND a UC school that they were accepted by. This total cannot exceed the total in question 37B.
38	Number of seniors in last year's AVID program who APPLIED, were ACCEPTED BY, and PLANNED TO ATTEND ANY California State University school	<p>ONLY CALIFORNIA HIGH SCHOOLS need to fill in these fields.</p> <ul style="list-style-type: none"> a) Enter the number of last year's AVID seniors who SENT APPLICATIONS to any CSU school. (They need not have been accepted to count here). This total cannot exceed the total in question 25. b) Enter the number of last year's AVID seniors who WERE ACCEPTED by any CSU school. This total cannot exceed the total in question 38A. c) Enter the number of last year's AVID seniors who PLANNED TO ATTEND a CSU school that they were accepted by. This total cannot exceed the total in question 38B.