**12-E: Student Data Summary**

**Data Collection Requirements for NRS Reporting**

The **required** **Basic Student Information** data elements listed on this form must be included on your agency’s Student Data Summary Form. Programs may collect additional data but these data elements must be collected for federal NRS reporting. Please see the appropriate data handbooks for additional details on the specific reporting requirements.

Your agency must submit your actual Student Data Summary Form. A sample **Student Data Summary Form** is available at: <http://www.fldoe.org/academics/career-adult-edu/funding-opportunities/adult-edu-family-literacy.stml>. The form used by your agency must also be used by any sub-contracted service providers of your agency.

**Important Reminder:** The data elements listed on the student data summary document only include those required for federal accountability reporting. This does not represent all data required to be collected from students enrolled in district and college Adult Education Programs.

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| **STUDENT DATA SUMMARY FORM ELEMENTS** |
| **Basic Student Information** |
| **Required**NameAddress PhoneEmail (for on line access)Date of BirthEnrollment dateSeparation dateSigned Release of Information on FileGenderRaceEthnicitySSN (If available)**Assessment Data**Test NameTest FormTest LevelTest DateTest Score | **Background Data1**Youth in Foster CareSingle Parent/PregnantEmployment BarriersEx-offenderLow IncomeMigrant or Seasonal Worker or DependentHomelessDisplaced HomemakerOn Public AssistanceHighest School Grade Completed\*Location of Schooling\*Employment Status\* |
| **Institutional Programs**(if applicable) | **Program type**(student must select all that apply) |
| Correctional FacilityCommunity Correctional ProgramOther Institutional Setting | ABEAdult Secondary Education (AHS, HSED)ESOLAttendance Hours |

1Items in the Background Data section, with an \*, must have a selection identified by the student. All other items in this section must be included on the intake form or system, but a student is not required to complete.