

# LACES Updates for Students in the National External Diploma Program (NEDP)

## NEDP (National External Diploma Program)

Updates have been made in LACES to accommodate the assessment requirements for students in the National External Diploma Program (NEDP). The intent of the change is to populate Educational Functioning Levels each FY for students in the Diagnostic and Assessment Phases of the NEDP without having to reassess the student. Students in either phase must have an initial assessment in the year of entry and a FY summary in the previous FY in order for levels to populate in the current FY without an assessment. Once the student has earned the NEDP Diploma, levels will not populate in the next FY if the student continue or re-enrolls.

Per the NRS:

- NEDP students may advance from an entry level of Low Adult Secondary to High Adult Secondary by entering the assessment phase of the NEDP. An assessment to show level gain is not required.
  - This change was released in the [2014.3 Release](#) on 6/27/2014.
- NEDP students are not required to be assessed each year. After the initial assessment, the student's exit level captured in the FY summary from the **previous** FY will populate the entry level in the next FY at the time of rollover, even if the student was gone for more than 90 days. Once a student has earned the NEDP Diploma, the level fields will not populate for the next FY at the time of rollover.
  - This change was released in the 2014.4 Release on 9/13/2014.

**Only accredited agencies are allowed to grant an NEDP diploma. For more information on the NEDP, go to [CASAS NEDP](#).**

## Changes in the Release

1. A date field has been added to the student Education folder called 'NEDP Diagnostic Phase Entry Date.' This allows you to accurately track when the student entered the Diagnostic Phase of the NEDP.
2. The field 'Assessment Phase of the NEDP' in the student Education folder has been changed to a date field and renamed to 'NEDP Assessment Phase Entry Date.' This new date field allows you to accurately track when the student entered the Assessment Phase of the NEDP.
3. Both date fields are captured in the student FY summary.
4. Entering dates in both fields will invoke special assessment rules that update the student's entry and current levels.

5. Removing dates from both fields will invoke normal assessment/level processing rules.

### **The NEDP Diagnostic and Assessment Phase Entry Date Fields**

1. The date in the 'NEDP Diagnostic Phase Entry Date' field must be on or before the date in the 'NEDP Assessment Phase Entry Date' field.
2. A date cannot be entered in the 'NEDP Assessment Phase Entry Date' field unless a date is entered in the 'NEDP Diagnostic Phase Entry Date' field.
3. The date in the 'NEDP Assessment Phase Entry Date' field cannot be deleted without also deleting the date in the 'NEDP Diagnostic Phase Entry Date' field.
4. The date of the NEDP Diploma in the student Diploma Info folder or the Diploma/Credentials folder must be on or after the date in the 'NEDP Assessment Phase Entry Date' field.
5. When both date fields are blank, the student is not considered to be in either of the phases.

### **Existing Data**

Prior to the release, the field 'Assessment Phase of the NEDP' at the student Education folder was a checkbox. A check indicated that the student was in the assessment phase of the NEDP. Since this is now a date field, the following dates were inserted during the release:

- If the student was left, the student's left date was inserted into the 'NEDP Assessment Phase Entry Date' field.
- If the student was enrolled, 6/30/2014 was inserted into the 'NEDP Assessment Phase Entry Date' field.

### **After the release, it is important for you to:**

- Enter a date in the 'NEDP Diagnostic Phase Entry Date' field if the student is in the assessment phase, is continuing in the program, and has not earned the NEDP Diploma.
- Review the 'NEDP Assessment Phase Entry Date' field and make necessary changes to the date.

### **IMPORTANT NOTES:**

- It is not necessary to update the fields for students who earned the NEDP diploma in a previous FY and have left the program.
- You do not need to update the NEDP Diagnostic and Assessment Phase Entry Date fields again once the dates have been entered, regardless of how long the student remains in the program or went longer than 90 days with no enrollments or hours.
- An assessment in the current FY will always override a level automatically populated from the

previous FY summary.

## **What to Expect When You Update Your NEDP Student Data**

### **If your state database is set for the 13/14 FY**

- Students who were assessed in the 12/13 FY, are enrolled in the 13/14 FY but not assessed in the 13/14 FY, and are in the NEDP assessment phase (when a date exists in the NEDP Assessment Phase Entry Date field):
  - Enter a date in the NEDP Diagnostic Phase Entry Date field. This date must be in the 12/13 FY and prior to the date the student entered the assessment phase.
  - IF the student's 12/13 FY summary record indicates an entry and exit level, the exit level will populate the student's entry level in the 13/14 FY.
  - IF the student's exit level in 12/13 was Low Adult Secondary, and the student is in the assessment phase, the student's 13/14 entry level will be Low Adult Secondary and the current level will be High Adult Secondary. This is because students may show a level gain from Low Adult Secondary to High Adult Secondary by entering the assessment phase of the NEDP. An assessment to show the gain is not required.
  
- Students who were assessed in the 12/13 FY, are enrolled in the 13/14 FY but not assessed in the 13/14 FY, are in the assessment phase, and earned the NEDP Diploma in the 13/14 FY:
  - Enter a date in the NEDP Diagnostic Phase Entry Date field. This date must be in the 12/13 FY and prior to the date the student entered the assessment phase.
  - Update the date in the NEDP Assessment Phase Entry Date field so the date is on or prior to the date of the diploma. The date the student earned the diploma must be after the date the student entered the assessment phase.
  - IF the student's 12/13 FY summary record indicates an entry and exit level, the exit level will populate the student's entry level in the 13/14 FY.
  - IF the student's exit level in 12/13 was Low Adult Secondary, and the student is in the assessment phase, the student's 13/14 entry level will be Low Adult Secondary and the current level will be High Adult Secondary. This is because students may show a level gain from Low Adult Secondary to High Adult Secondary by entering the assessment phase of the NEDP. An assessment to show the gain is not required.
  - IF the student's exit level in 12/13 was High Adult Secondary, the student is in the assessment phase, and the student earned the NEDP diploma in

the 13/14 FY, the student's 13/14 entry level will be High Adult Secondary and the current level will be Completed High Adult Secondary. This is because the student's entry level was High Adult Secondary and the student earned the diploma.

**If the student's 12/13 FY summary indicates that the student was not assessed, levels will not populate for the student in 13/14. A student may show Not Assessed if 12/13 assessments were entered after the final 12/13 FY summary record update.**

- Students who left in the 12/13 FY and earned the NEDP Diploma in the 12/13 FY do not need to be updated. If you DO update these students, a level will not populate in the 13/14 FY since the student already earned the diploma in 12/13.
- Students who entered in the 13/14 FY will get levels based on the student's initial assessment.

After updating the date fields, it is important that you update the 13/14 FY summary records so the levels are populated in the record. These will populate the student levels in the 14/15 FY when your state rolls over.

**If your state database is set for the 14/15 FY**

- Students who were assessed in the 13/14 FY, are enrolled in the 14/15 FY but not assessed in the 14/15 FY, and are in the NEDP assessment phase (when a date exists in the NEDP Assessment Phase Entry Date field):
  - Enter a date in the NEDP Diagnostic Phase Entry Date field. This date must be in the 13/14 FY and prior to the date the student entered the assessment phase.
  - IF the student's 13/14 FY summary record indicates an entry and exit level, the exit level will populate the student's entry level in the 14/15 FY.
  - IF the student's exit level in 13/14 was Low Adult Secondary, and the student is in the assessment phase, the student's 14/15 entry level will be Low Adult Secondary and the current level will be High Adult Secondary. This is because students may show a level gain from Low Adult Secondary to High Adult Secondary by entering the assessment phase of the NEDP. An assessment to show the gain is not required.
- Students who were assessed in the 13/14 FY, are enrolled in the 14/15 FY but not assessed in the 14/15 FY, are in the assessment phase, and earned the NEDP Diploma in the 14/15 FY:
  - Enter a date in the NEDP Diagnostic Phase Entry Date field. This date must be in the

- 13/14 FY and prior to the date the student entered the assessment phase.
- Update the date in the NEDP Assessment Phase Entry Date field so the date is on or prior to the date of the diploma. The date the student earned the diploma must be after the date the student entered the assessment phase.
  - IF the student's 13/14 FY summary record indicates an entry and exit level, the exit level will populate the student's entry level in the 14/15 FY.
  - IF the student's exit level in 13/14 was Low Adult Secondary, and the student is in the assessment phase, the student's 14/15 entry level will be Low Adult Secondary and the current level will be High Adult Secondary. This is because students may show a level gain from Low Adult Secondary to High Adult Secondary by entering the assessment phase of the NEDP. An assessment to show the gain is not required.
  - IF the student's exit level in 13/14 was High Adult Secondary, the student is in the assessment phase, and the student earned the NEDP diploma in the 14/15 FY, the student's 14/15 entry level will be High Adult Secondary and the current level will be Completed High Adult Secondary. This is because the student's entry level was High Adult Secondary and the student earned the diploma.

**If the student's 13/14 FY summary indicates that the student was not assessed, levels will not populate for the student in 14/15. A student may show Not Assessed if 13/14 assessments were entered after the final 13/14 FY summary record update.**

- Students who left in the 13/14 FY and earned the NEDP Diploma in the 13/14 FY do not need to be updated. If you DO update these students, a level will not populate in the 14/15 FY since the student already earned the diploma in 13/14.
- Students who entered in the 14/15 FY will get levels based on the student's initial assessment.

**After updating the date fields, it is important that you update the 14/15 FY summary records so the levels are populated in the record. These will populate the student levels in the 15/16 FY when your state rolls over.**

## **Questions and Answers**

1. I've added the Diagnostic and Assessment Phase dates for my student, but the levels will not populate. What should I do?

- Does the student have a Diploma Info or Diploma/Credential record in the previous FY? Once the student has earned the diploma in a previous FY, levels will not populate in the current FY if the student has continued. The student must have an assessment in the current FY.
- If the student has not earned the NEDP Diploma, and has assessments in the previous FY but not the current FY, make sure the NEDP Diagnostic Phase Entry Date is in the previous FY.

2. I'm trying to add a Diagnostic date but I keep getting the message that **\*NEDP Assessment Phase Entry Date must be on or before the NEDP diploma Earn Date.**

- This means that the student already has a diploma record that is before the assessment phase date. The date of the diploma must be after the assessment phase entry date.

3. My student is in the assessment phase, but levels will not populate for the current FY no matter what dates I add in the Diagnostic or Assessment Phase date fields.

- Does the student have a FY summary record for the previous FY? If so, open the record and look at AssessStatus. If this displays 'Not assessed' then there is no exit level in the previous FY summary to populate an entry level in the current FY.

4. But my student had assessments in the previous FY. Why does the FY summary show 'Not Assessed?'

- Look at the dates of the assessment records and then compare with the creation date of the previous FY summary record. If the assessment dates are after the FY summary date, then the assessment records were added after the summary was created and the assessments were not captured. In this case, you may push forward an assessment from the previous FY if the assessment is within the allowable date range, or enter a new assessment for the current FY. Always check your state assessment policy before pushing assessment forward.

5. How can I find my NEDP students?

- One way to find the students:
  - Display All Students
  - Go to Find->General Search
  - Click Add Criteria
  - Click the + in front of ViewStudents
  - Click Students.NedpAssessmentPhaseEntryDate

- Enter a date range that will capture all of your students (ex: 1/1/1980 to today's date)
  - Click Save and Return
  - Click Query All
  - To save this list of students:
    - Select the students by checking the select box on the column header (this will place a check in front of each student)
    - Go to Selection->Subset
    - Go to Selection->Save and save the list of students
- From this selection of students, remove those who already earned their diploma in the previous FY
  - Go to Find->General Search
  - Click Add Criteria
  - Click the + in front of ViewPersonDiplomaCredential
  - Click PersonDiplomaCredential.DiplomaCredentialEarnDate
  - Enter the date range for the previous FY (remember that the previous FY is based on the current FY setting in your database - if your database is still in the 13/14 FY, the previous FY is 12/13)
  - Click Save and Return
  - Click Query in Selection
  - These are the students who do not need to be updated
  - To save this list of students:
    - Select the students by checking the select box on the column header (this will place a check in front of each student)
    - Go to Selection->Subset
    - Go to Selection->Save and save the list of students
- Reload the list of students in the NEDP Assessment phase
- Reload and omit the list of students who already earned the diploma in the previous FY
- This will give you the list of students who should be updated
  - Keep in mind that students in this list may have earned the diploma in the current FY
  - These students may still be updated, but will not populate a level in the next FY

## 6. Can I see the NEDP dates on my student list?

- Yes.
  - Go to View
  - Click Create New Views

- Name your view
- Click Fields
- Scroll through the list of fields and select and add:  
NedpAssessmentPhaseEntryDate and NedpDiagnosticPhaseEntryDate
- Click Ok
- Click Save and Apply to Grid.
- You can re-apply the view by going to View->My Views and selecting the new view

7. Do I have to update the dates each year that the student attends?

- No. Once you have entered the dates, you do not have to update them again.

8. Will the levels continue to populate every FY, even if the student leaves the program?

- Yes, the levels will continue to populate every FY when a student is in the Diagnostic phase or both the Diagnostic and Assessment phases. Populating the levels will not affect your reports, especially if the student is not reportable. Once the student earns the diploma, the levels will not longer populate the next FY. If you know that the student is not returning, you can remove the dates in both fields. This will prevent levels from continuing to populate.

9. Why did my student's current level update to High Adult Secondary?

- Students with the entry level Low Adult Secondary will automatically show a level gain of High Adult Secondary when the student enters the assessment phase of the NEDP.

10. Can I still pre and post test my students?

- Yes, you may still enter pre and post tests, although it is not required by the NRS after the student has been initially assessed. Remember that the exit level from the previous FY summary record will carry forward to the next FY. Students who have been pre and posttested at the Low Adult Secondary level will update to the current level of High Adult Secondary once they enter the assessment phase.
- Levels populated from the previous FY summary record will be overwritten if a new assessment is entered.

11. I opened the FY summary record and see that the exit level is 105. What does this mean?

- All levels have a code that displays in the FY summary instead of text.
- The levels are:

- 1 Level Not Defined
- 108 Beg Lit ESL
- 109 Beginning ESL
- 121 Low Beginning ESL
- 122 High Beginning ESL
- 110 Low Intermediate ESL
- 111 High Intermediate ESL
- 112 Advanced ESL
- 120 Completed Advanced ESL
- 101 Beg Lit ABE
- 102 Beginning ABE
- 103 Low Intermediate ABE
- 104 High Intermediate ABE
- 105 Low Adult Secondary
- 106 High Adult Secondary
- 107 Completed High Adult Secondary

12. When I look at my student's FY summary record, it shows Posttested but there isn't any posttest information. Why not?

- Look at the student's assessment folder. Does the student have a posttest? If the student had a posttest, then the student's assessed status is Posttested.
- If the student had a pre and post test that both populated the level Low Adult Secondary, and then the student entered the assessment phase of the NEDP, the student's current level will update to High Adult Secondary automatically. An updated FY summary will indicate that the student was posttested but there will not be posttest information. The student went up a level, but there was no actual assessment that populated High Adult Secondary. In this case, there will not be any posttest information.

13. My student went up a level. Why doesn't he count on Table 4b?

- Only students who have had an actual pre and post-test count on Table 4b.
- Students who show a level gain by entering the assessment phase will count on Table 4 as completing a level (if the student is NRS reportable)