

ATTACHMENT C: 2012 OMS FACTOR VERIFICATION SURVEY

Please complete and return by **March 12, 2012** using the online survey (see *Program Instruction attachments for detailed instructions on accessing and completing the survey online, and for your center's survey login information*).

Center: _____

Center Contact Person(s): _____

Job Title(s): _____

Telephone Number: () ___ ___ — ___ ___ ___ Extension: _____

Fax Number: () ___ ___ — ___ ___ ___

E-mail Address: _____

The OMS Factor Verification Survey that we ask Job Corps centers to participate in each year includes information about how GED testing is accomplished for your students. Your answers provide very important input into the OMS system. If you have any questions about the survey or would like to provide additional details about any of your responses, please e-mail Andrew Davis at davisah@battelle.org or call him at 919-544-3717, Ext. 115. Thank you in advance for your time and effort to complete and submit this information.

1. Approximately how many students on your center **took** the GED test in 2011 (Jan 1 — Dec 31)? *Please include all students who took at least one subject area test in 2011, even if they didn't complete the full battery of tests. Count each student only one time even if s/he took the GED more than once in 2011 (e.g., failed the GED and had to repeat the test, took subject area tests on different days).*

Number of students: _____

2. Do **all** of your students take the GED test in the same state where the center is located?

- Yes ⇒ **Go to Question 5**
 No

3. Please list **all** of the states in which your students take the GED test and then enter the approximate number of your students who tested in each state in calendar year 2011. *The number entered for “Total (All States)” below should equal the total number of students entered in response to question 1.*

States	Number of Students
a.	
b.	
c.	
Total (All States):	

4. Listed below are some reasons Job Corps centers use test centers in states other than the state in which the center is located. Please review the list and mark all that apply to your center.

We choose to test in another state because it . . . **[MARK ALL THAT APPLY]**

- Allows testing of younger students
- Requires less documentation than in our home state
- Requires fewer prerequisites than in our home state
- Provides access to more (or additional) test slots
- Is geographically closer to our location
- Provides test results in a more timely fashion
- Has shorter waiting periods for retesting
- Other reason(s): *(Please describe)* _____

5. **These next few questions are about eligibility requirements for your students.**

In the primary state where your students take the GED, what is the youngest age at which your students are eligible to take the test? *Please select the youngest age at which it is possible to receive age-related waivers for students in your state, even if no waivers were applied for or granted in 2011.*

- Age 16
- Age 17
- Age 18
- Other (Please specify age): _____

6. In calendar year 2011, were any of your students (who were academically prepared to take the test) not allowed to take the test because an age-related waiver was not granted? *Please do not include any students who were academically prepared but could not sit for the test because the center either chose not to apply for a waiver or was not allowed to apply for a waiver due to state or local regulations.*

- Yes
- No ⇒ **Go to Question 8**

7. Approximately how many students were not allowed to test in calendar year 2011 because age-related waivers were not granted? *Please only count students for whom age-related waiver applications were submitted and subsequently denied.*

Number of students: _____

8. Does the primary state in which your students take the GED test have any requirements for how long it must be after a student leaves school (e.g., a minimum number of months) before s/he is eligible to take the test?

- Yes
- No ⇒ **Go to Question 13**

9. For each of the ages listed below, please indicate: 1) the minimum number of months a student must be out of school before s/he is eligible to take the GED test; and 2) if this waiting period can be waived. *If students do not meet the state's minimum age criteria and no age-related waivers are offered for that age, circle "n/a" in columns 2 and 3.*

Column 1 Student Age	Column 2 Enter Minimum Number of Months <u>or</u> Circle "n/a"	Column 3 Can This Waiting Period be Waived? (Circle One)
16	_____ months n/a	Yes No n/a
17	_____ months n/a	Yes No n/a
18	_____ months n/a	Yes No n/a

10. Are there any other criteria regarding the length of time a student must be out of school to be eligible to take the GED test?

Yes **Please describe:** _____
 No

11. In calendar year 2011, were any of your students (who were academically prepared to take the test) not allowed to take the test because a waiver for the length of time they were out of school was not granted? *Please do not include any students who were academically prepared but could not sit for the test because the center either chose not to apply for a waiver or was not allowed to apply for a waiver due to state or local regulations.*

Yes
 No ⇒ **Go to Question 13**

12. Approximately how many students were not allowed to test in calendar year 2011 because they were not granted a waiver for the length of time they were out of school? *Please only count students for whom waiver applications were submitted and subsequently denied.*

Number of students: _____

13. In the primary state in which your students test, is there a residency requirement that students must meet before they can take the GED test? *If a student must be a resident but is not required to reside in the state for a minimum length of time prior to taking the test, please check "Yes".*

- Yes
- No ⇒ **Go to Question 19**

14. How many days must a student reside in the state before s/he can take the GED test? *If a student must be a resident but no minimum length of time is required, please enter "0" (zero).*

Number of days: _____

15. Other than minimum length of residency, are there any other residency requirements your students must prove?

- Yes **Please describe:** _____
- No

16. Can you request that the residency requirement be waived?

- Yes
- No ⇒ **Go to Question 19**

17. In calendar year 2011, were any of your students (who were academically prepared to take the test) not allowed to take the GED test because a residency-related waiver was not granted? *Please do not include any students who were academically prepared but could not sit for the test because the center either chose not to apply for a waiver or was not allowed to apply for a waiver due to state or local regulations.*

- Yes
- No ⇒ **Go to Question 19**

18. Approximately how many students were not allowed to test in calendar year 2011 because residency-related waivers were not granted? *Please only count students for whom waiver applications were submitted and subsequently denied.*

Number of students: _____

19. Are there circumstances in which your center is required to obtain formal proof from a student's school district (e.g., a signature from an authorized administrator with an official "raised seal" stamp) before the student can take the GED test?

Yes

No ⇒ **Go to Question 22**

20. In calendar year 2011, were any of your students (who were academically prepared to take the test) not allowed to take the GED test because they did not have formal proof from their school district administration? *Please do not count students who were academically prepared but could not test because the center did not request the documentation.*

Yes

No ⇒ **Go to Question 22**

21. Approximately how many students were not allowed to test in calendar year 2011 because they did not have this documentation? *Please do not count students who were academically prepared but could not test because the center did not request the documentation.*

Number of students: _____

22. ***These next few questions are about any pre-tests that students are required by the state or local testing authorities to pass before they are allowed to sit for the official GED test.***

Are your students required by state or local testing authorities to pass the Official GED Practice Test (OPT) before they are allowed to take the actual GED test?

Yes

No ⇒ **Go to Question 23**

22a. Are the minimum passing score requirements for the OPT the same as those required for the actual GED?

- Yes
- No **Please describe the OPT score requirements:** _____

22b. Who requires students to pass the OPT before taking the actual GED test? Please mark one below.

- State
- County/Parish
- Local Testing Agency

23. Are your students required by state or local testing authorities to score above a specific level on the Tests of Adult Basic Education (TABE) before they are allowed to take the actual GED?

- Yes **Please describe the level required on the TABE:** _____
- No ⇒ **Go to Question 24**

23a. Who requires students to score above a specific level on the TABE? Please mark one below.

- State
- County/Parish
- Local Testing Agency

24. Are there any other tests (besides the OPT or TABE) that students are required by state or local testing authorities to pass at specific levels before they are allowed to take the GED?

- Yes
- No ⇒ **Go to Question 25**

24a. For each test listed in column 1, please indicate in column 2 who requires the test and in column 3 the minimum passing score requirements.

Column 1 Other Tests Required (Other than OPT or TABE)	Column 2 Required by ... (Circle One)	Column 3 Minimum Passing Score Requirements
a.	1. State 2. County/Parish 3. Local Testing Agency	
b.	1. State 2. County/Parish 3. Local Testing Agency	
c.	1. State 2. County/Parish 3. Local Testing Agency	

25. Are there any other state or local testing center requirements that your students must meet in order to take the GED?
Do not include preparation activities or other requirements that your center or your instructors may require students to complete before allowing them to test.

- Yes **Please describe:** _____
 No

26. Is GED testing available at your Job Corps center facility (that is, on your center)?

- Yes
 No ⇒ **Go to Question 28**

27. Do the majority of your students take the GED test at the testing site on your center?

- Yes
 No

28. How frequently do you offer GED testing to your students (on-center and/or off-center)?

- At least once a week
- About 2-3 times a month
- About once a month
- Less frequently than once a month

29. On average, how many of your students are academically prepared to take the GED in a typical month? *Please do not include students more than once per month. If your students primarily test in a state that allows individual subject areas tests, then please include the number that are typically prepared in at least one subject area each month.*

Number of students each month: _____

30. The national GED passing score requirements are a minimum of 410 on each test and an average score of 450 on all five tests (i.e., a total of 2,250). Do these minimum passing score requirements apply to your students or do you primarily test in a state that has higher minimum passing score requirements? **MARK ONLY ONE**

- The state uses the national GED passing score requirements ⇒ **Go to Question 32**
- The state has higher minimum passing score requirements

31. If your state has higher minimum passing score requirements than the national requirements, please describe below.

32. For a given GED test, are you required to register students by a specific date or minimum number of days/weeks prior to the GED test (with late registrations not accepted) for them to be eligible to take the test?

- Yes
- No ⇒ **Go to Question 34**

33. How many weeks prior to the testing date are you required to register students for them to be eligible to take the GED test? *If you are required to register students by a specific date but the length of time between the registration date and the test date varies from month to month, please select the option that best describes your situation.* **MARK ONLY ONE**

- Less than one week
- At least one week but less than two weeks
- At least two weeks but less than three weeks
- At least three weeks but less than four weeks
- Four weeks
- More than four weeks

34. Does the state or your primary testing site limit the number of students you can send to take the GED test in a typical month? *If yes, please be as specific as possible about who sets the limits and why these limits are set.*

- Yes **Please describe:** _____
- No ⇒ **Go to Question 36**

35. What is the maximum number of students you are allowed to send to take the GED test in a typical month? *Please do not count students more than once per month. If your students primarily test in a state that allows individual subject areas tests, then please include the number that are typically prepared in at least one subject area each month.*

Maximum number each month: _____

36. In a typical month, approximately how many testing slots at your students' primary testing site are: 1) set aside for students taking full test batteries only; 2) set aside for students taking individual subject area tests only; and 3) available for students taking either testing option?

GED Testing Slots at Primary Testing Site	Number per Month
Set aside for full batteries <u>only</u>	
Set aside for individual subject area tests <u>only</u>	
Available for either testing option	

37. When students take their initial GED test, are they required to take the full battery of tests or may the initial test be taken as individual subject area tests?

- Full battery of tests must be taken
- Subject area tests may be taken

38. For students who fail their first GED test, must the re-test be taken as a full battery or may the student take individual subject area tests?

- Full battery of tests must be taken
- Subject area tests may be taken

39. For the primary state where your students take the GED test, mark the option that best describes the nature of the limit on the total number of times a student can take the GED test in a given calendar year.

Please mark <u>one</u> statement below	What is the annual limit?
<input type="checkbox"/> There is a limit on the number of tests in each subject area that a student may take per year.	Limit per year: _____
<input type="checkbox"/> There is a limit on the number of test sessions in which a student may test per year. <i>Please consider a "session" to be anytime a student sits to take part or all of the GED test.</i>	Limit per year: _____
<input type="checkbox"/> There is no limit on the number of times a student may test in a given year.	

40. Is there a minimum waiting period required by the state or the testing site before the student may take a re-test? *If the only reason that a student must wait is because the test is not offered very often, this is not considered a formal waiting period.*

- Yes
- No ⇒ **Go to Question 44**

41. Does the length of time a student must wait to re-test depend upon the score the student received on the last test s/he took?

- Yes
- No ⇒ **Go to Question 43**

42. In column 1 fill in the length of time (in days) the student must wait to re-test and in column 2 record the score.

<u>Column 1</u> Student must wait...	<u>Column 2</u> If the score is...
a. _____ days	
b. _____ days	
c. _____ days	

⇒ **Now please skip to Question 44**

43. What is the minimum waiting period to re-test?

Number of days: _____

44. On average, how long does it take to obtain the GED test results for your students?

- Less than two weeks
- At least two weeks but less than one month
- At least one month but less than two months
- Two months or more

45. ***These last few questions are about high school diplomas.***

Can students receive a state accredited high school diploma by completing a high school program while attending your center? *This may include arrangements (e.g., co-enrollment agreements, memorandums of understanding, partnerships) your center has made, for example, with local schools (public or private), school districts, community colleges, and/or accredited online HSD programs.*

- Yes **Please describe (and be as specific as possible about names/types):** _____
- No ⇒ **Go to Question 47**

46. In calendar year 2011, approximately how many students completed a high school program and received a state accredited high school diploma while attending your center? *Please include all students who completed the program by completing classes at a physical location (on- or off-center) and/or through an accredited online program. If your response is “0” (zero), please skip question 46a and continue on to question 46b.*

Number of students: _____

46a. Of the total number of students on your center receiving a high school diploma in calendar year 2011, approximately what percentage of these students completed their high school programs: 1) through an accredited online high school diploma program(s) only; 2) by completing classes required for the program at a physical location only (e.g., on-center in classrooms, off-center at a local educational program partner location); and/or 3) through a combination of completing classes at a physical location(s) and online using an accredited online program(s).

High School Programs Completed by Students in 2011	Approximate % of Students
a. Through accredited online HSD program(s) <u>only</u>	
b. By completing classes in-person at a physical location <u>only</u> (on- or off-center)	
c. Combination of in-person <u>and</u> accredited online HSD programs	
Total	100%

46b. Which accredited online high school programs that allow students to complete a high school program remotely and receive a diploma upon program completion does your center use? *(Check all that apply)*

- Ashworth High School
- Griggs International
- New Learning Resources Online: North New Summit School
- Penn Foster
- Richard Milburn Online High School
- Other (please specify) _____
- None (no accredited online programs offered)

47. Does the primary state in which your students test automatically award a high school diploma to students who pass the GED test?

- Yes ⇒ **Please proceed to end of survey and send to address listed below**
- No

48. Do students on your center receive credit toward a high school diploma if they pass the GED test?

- Yes **Please describe the credit students can receive:** _____
- No

THANK YOU FOR COMPLETING THE OMS FACTOR VERIFICATION SURVEY!

Please return this information by March 12, 2012 by entering your center's responses into the online survey (see *attachments to the Program Instruction for 1) detailed instructions on how to access and complete the survey online and 2) your center-specific login information for the survey*)

If you have any questions or would like to provide additional details about any of your responses, please e-mail Andrew Davis at davisah@battelle.org or call him at 919-544-3717, Ext. 115.