**INSTITUTION TITLE II TIMELINES FOR ETS, USDE, & STATE OF LOUISIANA (2022-23) (*10.4.22)***

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| **ETS DATA ENTRY AND CORRECTION OF PROBLEMS** | | |
| **Tasks** | **Timelines for Louisiana** | **Timelines for ETS** |
| BoR provides institutions with Excel spreadsheets that show corrections for previous spring State Corrections Reports. | Sept. 14, 2022 |  |
| Institutions start entering new data on the ETS website, update data from previous years, and check previous two years of completer data. | Sept. 6, 2022 | Oct. 31, 2022 |
| Title II Contact Persons participate in webinar/ conference call conducted by BoR/LDOE about ETS data entry. | Sept. 16, 2022 |  |
| Institutions enter information on the fall State Corrections Reports to identify problems that can only  be corrected by the State. | Sept. 14-Oct. 10,  2022 |  |
| BoR has State deadline for institutions to submit fall State Corrections Reports to BoR for review. | Sept. 21, 2022 |  |
| BoR reviews the reports for accuracy and notifies institutions if there are questions about State corrections or if the institutions need to contact ETS to  correct the problems. | Sept. 22-Oct. 21,  2022 |  |
| Institutions continue to work with ETS and the State to address needed corrections. | Oct. 3-21 |  |
| State has deadline for institutions to resubmit final fall State Corrections Reports that needed corrections to  BoR/LDOE. | Oct. 24-28, 2022 |  |
| ETS has deadline for institutions to enter data on  ETS website or contact ETS about corrections that ETS must make. |  | Nov. 1, 2022 |
| **ETS RESOLUTION PERIOD & STATE SUBMISSION TO USDE** | | |
| **Tasks** | **Timelines for**  **Louisiana** | **Timelines for**  **ETS** |
| BoR provides institutions with copies of the final fall State Corrections Reports. | Nov. 2-10, 2022 |  |
| ETS provides institutions with access to new cohort  year passage rate reports on ETS website. |  | Feb. 1, 2023 |

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| Institutions identify problems with passage rate reports that should have been resolved with ETS during the fall ETS data entry time period and contact ETS. If it is a correction that ETS was asked to correct, ETS makes the correction. If it is a correction that the institution failed to inform ETS, the institution pays ETS to recalculate the results for the institution and statewide passage rate reports. Programs will also  notify the BoR/LDOE of the problem. |  | Feb. 1-28, 2023 |
| ETS has deadline for institutions to contact ETS to request changes to data in passage rate reports and  closes the ETS website. |  | Feb. 28, 2023 |
| Institutions confirm the accuracy of fall State Corrections Reports or submit revised State Corrections Reports that identify additional problems that can only be corrected by the State. | Feb. 1-28, 2023 |  |
| Institutions calculate correct Average Scaled Scores for Praxis assessments identified on the State Corrections Report and submit the corrected Average  Scaled Scores to the BoR/LDOE. | Feb. 1-28, 2023 |  |
| ETS prepares final passage rate reports for institutions  in other states. |  | April 3-14, 2023 |
| BoR/LDOE correct the numbers, institution passage rates, and Average Scaled Scores for individual institutions and for the statewide Louisiana Summary on passage rate reports. | Feb. 1- Mar. 24,  2023 |  |
| BoR contacts institutions to request revisions to the State Corrections Reports when institution data are not  consistent with ETS data in passage rate reports. | Feb. 1- Mar. 24,  2023 |  |
| BoR provides institutions with a final spring State Corrections Report that the State used to make corrections to the final passage rate reports to be sent to the USDE Title II agency. | Mar. 27, 2023 |  |
| BoR provides institutions with copies of the final passage rate reports for validation. | Mar. 27, 2023 |  |
| BoR/LDOE submit corrected passage rate reports to USDE Title II agency*.* (For other states, ETS submits the passage rate reports to USDE Title II agency.) | Apr. 3, 2023 |  |

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| **USDE TITLE II INSTITUTION DATA ENTRY AND REVIEW** | | |
| **Tasks** | **Timelines for Louisiana** | **Timelines for USDE Title II**  **Agency** |
| USDE Title II opens website and institutions start preparing *Title II Institutional and Program Report*  *Cards (IPRC).* | Feb. (TBA), 2023 |  |
| Institutions enter data for *IPRC* on USDE Title II  website for STATE review. | Feb. (TBA), 2023 |  |
| Title II Contact Persons participate in webinar/ conference call conducted by BoR/LDOE about USDE Title II data entry. | Feb. (TBA), 2023 |  |
| BoR provides STATE deadline for institutions to complete their entry of data on the USDE Title II  website for review by BoR. | Mar. 24, 2023 |  |
| BoR reviews data on USDE Title II website and provides institutions with feedback regarding accuracy of data. | Mar. 27-31, 2023 |  |
| Institutions make corrections to data on USDE Title II website. | April 3-20, 2023 |  |