

**UNIVERSITY TITLE II TIMELINES FOR ETS, WESTAT,  
& STATE OF LOUISIANA (2020-21) (Updated: 9.16.20)**

<b>ETS DATA ENTRY AND CORRECTION OF PROBLEMS</b>		
<b>Tasks</b>	<b>Timelines for Louisiana</b>	<b>Timelines for ETS</b>
BoR provides institutions with Excel spreadsheets that show corrections for previous spring State Corrections Reports.	Aug. 30, 2020	
Institutions start entering new data on the ETS website, update data from previous years, and check previous two years of complete data.	Aug. 31, 2020	Aug. 31, 2020
Title II Contact Persons participate in webinar/conference call conducted by BoR/LDOE about ETS data entry.	Sept. 2020	
Institutions enter information on the fall State Corrections Reports to identify problems that can only be corrected by the State.	Sept. 7-Oct. 10, 2020	
BoR has State deadline for universities to submit fall State Corrections Reports to BoR for review.	<b>**Oct. 10, 2021 (revised deadline)</b>	
BoR reviews the reports for accuracy and notifies universities if there are questions about State corrections or if the institutions need to contact ETS to correct the problems.	Oct. 10-Oct. 14, 2020	
State has <u>deadline</u> for institutions to resubmit final fall State Corrections Reports that have been corrected to BoR/LDOE.	Nov. 2, 2020	
ETS has <u>deadline</u> for institutions to enter data on ETS website or contact ETS about corrections that ETS must make.		Nov. 6, 2020
<b>ETS RESOLUTION PERIOD &amp; STATE SUBMISSION TO WESTAT</b>		
<b>Tasks</b>	<b>Timelines for Louisiana</b>	<b>Timelines for ETS</b>
BoR provides universities with copies of the final fall State Corrections Reports.	Jan. 29, 2021	
ETS provides institutions with access to new cohort year passage rate reports.		Feb. 1, 2021

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 - 26, 2021
ETS has deadline for institutions to contact ETS to request changes to data in passage rate reports.		Feb. 26, 2021
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.8-19, 2021	
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.8-19, 2021	
ETS prepares final passage rate reports.		Feb. 27 – April 15, 2021
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. 8-March 19, 2021	
BoR contacts universities to request revisions to the State Corrections Reports when institution data are not consistent with ETS data in passage rate reports.	Feb. 8-March 19, 2021	
BoR provides universities with a final spring State Corrections Report that the State used to make corrections to the final passage rate reports to be sent to Westat.	March 22-26, 2021	
BoR provides universities with copies of the final passage rate reports for validation.	March 22-26, 2021	
BoR/LDOE submit corrected passage rate reports to Westat. (For other states, ETS submits the passage rate reports to Westat.)	April 1, 2021	April 15, 2021

<b>WESTAT INSTITUTION DATA ENTRY AND REVIEW</b>		
<b>Tasks</b>	<b>Timelines for Louisiana</b>	<b>Timelines for Westat</b>
Westat opens website and institutions start preparing <i>Title II Institutional and Program Report Cards (IPRC)</i> .	Feb. 2021	Feb. 2021
Institutions enter data for <i>IPRC</i> on Westat website.	Feb. - April 30, 2021	
Title II Contact Persons participate in webinar/conference call conducted by BoR/LDOE about Westat data entry.	Feb. 2021 [Insert Time]	
BoR provides deadline for universities to complete their entry of data on the Westat website for review by BoR.	March 26, 2021	
BoR reviews data on Westat website and provides universities with feedback regarding accuracy of data.	March 29-April 9, 2021	
Universities make corrections to data on Westat website.	April 12-22, 2021	
BoR/LDOE provide State deadline for institutions to certify their <i>IPRC</i> on the Westat website.	April 23, 2021	
BoR contacts university provosts if it appears that universities may not certify by the April 30 federal deadline.	April 26, 2021	
All institutions certify Westat Title II <i>Institutional and Program Report Cards (IPRCI)</i> by federal deadline. USDE charges a fine to institutions if certified reports are not submitted by the deadline.	April 30, 2021	April 30, 2021