WEC WEST END CORRIDOR
CHAFFEY REGIONAL ADULT EDUCATION CONSORTIUM

MEMBER DISTRICTS
CHAFFEY JOINT UNION   CHINO VALLEY UNIFIED
FONTANA UNIFIED   UPLAND UNIFIED
CHAFFEY COMMUNITY COLLEGE

WIOA/CAEP Outcomes Reference Sheet: AWD

Completing Update Records for Adult School Students

Student update records may be collected via the CASAS "Program Update Record" bubble sheet, in ASAP, or via a school-provided form, at intervals determined by your institution. Updates are important indicators of program effectiveness for both WIOA II and CAEP. The fields **(6) Program Status** and **(7) Progress** *are no longer necessary to indicate as they are already picked up in program reporting,* but **(9) Learner Results and WIOA Milestones should be marked** per the table below. Teachers or support staff may mark self-reported outcomes for the student IF they have reasonable knowledge that the information is accurate (e.g., a classmate tells the teacher that the student is no longer attending because he/she got a job.) *Some update choices are not included here because they do not apply to adult school students or are not appropriate for the programs offered at our schools.*

Field 9: Learner Results and WIOA Milestones

Item (WORK)	Criteria for Marking	Who is responsible?	Notes
Got a job	The student obtained a part- or full-time job while enrolled in your class	Self-reported	ALL PROGRAM AREAS
Increased wages	The student received a pay increase in his/her job.	Self-reported	ALL PROGRAM AREAS
Retained a job	The student had a job when he/she entered your class and they still have that job.	Self-reported	ALL PROGRAM AREAS
Got a better job	The student got a promotion or a position with better pay, hours, conditions or benefits.	Self-reported	ALL PROGRAM AREAS
Entered training program (CTE)	The student has enrolled or will enroll in a CTE class at the adult school or community college (non-credit).	Self-reported or other staff	ALL PROGRAM AREAS *except* CTE

Entered apprenticeship	The student has enrolled or will enroll in an apprenticeship program.	Self-reported or other staff	ALL PROGRAM AREAS

Item (EDUCATION)	Criteria for Marking	Who is responsible?	Notes
Skills progression (Passage of an exam)	The student has demonstrated attainment of a significant learning benchmark through passage of a written, oral or performance-based exam or project.	Teacher-reported	ALL PROGRAM AREAS (Use *Training Milestone* in CTE and Pre-apprenticeship)

Item (FAMILY/COMMUNITY)	Criteria for marking	Who is responsible?	Notes
ALL Family/ Community update choices	Any updates in this section may be marked but they don't count as CAEP or WIOA outcomes.	Self-reported	ALL PROGRAMS

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