



**Policy & Procedure No. 1.105
Nunez Community College**

Title: Post-Test Assessments
Effective Date: 11-21-2019
Last Revision Date:
Cancellation:
Department/Office: Continuing Education

Post-Test Assessments

PURPOSE

National Reporting Systems (NRS) reporting policies state that programs use a different form of the same test for the follow-up (post-test) assessment for a student. Both the pre-test and post-test shall be administered and scored according to the test directions provided by the test publisher. *Programs shall adhere to the Minimum Post-testing Guidelines listed below to determine educational gain and academic progress.

Assessment	Minimum Post-testing Guidelines
BEST Literacy	60 hours of instruction
BEST Plus	60 hours of instruction
Comprehensive Adult Student Assessment System (CASAS)	40 hours of instruction
Test of Adult Basic Education (TABE) for ABE students	40 hours of instruction
Test of Adult Basic Education (TABE) for ASE students	30 hours of instruction
Test for Adult Basic Education Complete Language Assessment System-English (TABE CLAS-E)	60 hours of instruction

*Providers that offer coordinated/planned instructional sessions may administer the post-test assessment at the conclusion of each instructional session, in order to support the student cohort and transition to college and career readiness. Providers must submit basic skill instructional schedule and integrated career pathway course schedule to the WRU office through the statewide data base.

Programs for Corrections Education and Other Institutionalized Individuals may post-test according to the recommended hours of instruction or after enrollment for 90 days in the instructional program.

Fifty percent (50%) of students who are federally reportable will have a pre and post-test assessment.

Students who meet the minimum post-testing guidelines for each assessment must be post-tested.



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Additional post-tests must follow established post-testing guidelines.

Assessments have an effective date of 180 calendar days (defined as weekdays, weekends, and holidays) from the test administration date. In addition to the approved standardized assessments, programs are encouraged to use a variety of informal assessments to guide instruction. The use of teacher-made tests, unit tests, portfolios, applied performance assessments, and learner observations can be used to monitor learning and guide instruction. However, programs may only use approved methods to report learner gains for the NRS.

SCOPE

This policy applies to all local adult education programs.

Review Process: Provide/edit example table below to document review process and all reviewing entities

X	Reviewing Council/Entity	Review Date	Effective Date
X	Continuing Education (WRU)	10-08-2019	11-21-2019
X	College Compliance Committee	10-08-2019	11-21-2019
X	Chancellor’s Council	11-21-2019	11-21-2019

Policy Referenced: LCTCS Policy # 1.105

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Chancellor’s Signature/Approval

SIGNATURE: 

DATE: 11-21-2019

Tina M. Tinney, Ed.D.
Chancellor