



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

OFFICE OF HIGHER EDUCATION

Pre-Collegiate Preparation Programs Unit – LPP, STEP, Scholarships

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LPP 2012-2013 Interim Report Elements

The 2012-2013 LPP Interim Report should include the following elements, in the order provided, and should be submitted in either Excel or Word format. One original and one copy of the report should be post mailed to Lisa Drzymala's attention. In addition, please email a copy to her at ldrzymal@mail.nysed.gov. Please do not send as a PDF.

Student enrollment demographic information:

ID Number, Student First Name, Student Last Name, Student's School/GED Program, Student Status in LPP, Date of Birth, Gender, Race/Ethnicity, Date LPP Entry, Grade LPP Entry, Grade level on Sept. 1, 2012, Primary Reason for Referral

Staff Roster:

First Name, Last Name, Title, Type of Employee, Average # of Hrs/weekly, Brief description of duties

Anecdotal Information:

Briefly provide a narrative describing the status of the project through February 28, 2013. If your project did not provide services as of 9/1/2013 please specify the circumstances. Also, indicate the plan for service delivery moving forward, as well as the start date, using the following categories in the order provided, to detail the successes and/or challenges for each category.

Program, Staff, Student Data, Services Provided, Academic Information