

ADVANSYS
ADULT EDUCATION MANAGEMENT SYSTEM



How do I...

Set the Entering EFL
of an Adult High
School Student

BACKGROUND

As part of a significant system upgrade for 2022, Benchmark ITS implemented a series of new features and modules designed to improve system performance and functionality. Among these is a completely new feature available to set an Entering EFL for Adult High School students who are not taking traditional NRS tests as part of their participation in an NRS Registration.

ADVANSYS currently requires that Adult High School students missing an entering EFL must have an NRS Registration with the contact type ABE/ASE **and** an Adult High School registration type otherwise errors may occur attempting to set the entering EFL with only an AHS type of registration.

Menu Options

AHS student Entering EFL will be set via the Transcript option in a student Snapshot Profile.

1	Student Management Tab/Transcripts Link ABE/ASE students may have an entering EFL assigned to them via the transcripts option in their Snapshot Profile. Click on Transcripts to begin the process.	Menu Options: Change/Add Classes Print Course Schedule Attendance History Transcripts / Print Transcripts Outcomes Add/Edit Family Add Case Note Add Basic Assessment Request Asset	
2	Set Entering EFL from Transcript Page Select the option Set Entering EFL at the top of the transcript page provided the student has transcript information previously entered. The Entering EFL will be based on the number of credits the student has achieved.		



[Add New Record](#)
[Print Transcript](#)
Set Entering EFL
[Graduate Student](#)

Graduation Requirements (5 of 22 completed) Hide

Graduation Area/ Sub Area	Required	Earned	Complete
English (ENG)	4	0	✗
English I	1	0	✗
English II	1	0	✗
English III	1	0	✗
English IV	1	0	✗
Mathematics (MAT)	4	0	✗
Mathematics I	1	0	✗
Mathematics II	1	0	✗
Mathematics III	1	0	✗
Mathematics IV	1	0	✗
Science (SCI)	3	0	✗
Physical	1	0	✗
Biology	1	0	✗

Graduation Area/ Sub Area	Required	Earned	Complete
Health and Physical Education (HE)	1	0	✗
Health and Physical Education	1	0	✗
Electives (CTE, Arts, World Language) (ELT1)	2	5	✓
CTE	1	5	✓
Arts Education	1	0	✗
World Language	1	0	✗
Electives (CTE, ROTC, Other) (ELT2)	4	0	✗
CTE	1	0	✗
ROTC	1	0	✗
Arts Education	1	0	✗
Cross-disciplinary courses	1	0	✗
Total:	22	5	

The system will automatically calculate the entering EFL level based on the number of credits and will display that information at the bottom of the transcripts page once the option of Set Entering EFL is selected.

Set Entering EFL

This student has 5 of 22 of state required transcript credits for graduation. Based on this the student will have an entering EFL Level of **ABE Level 5**. Once you click "Confirm Entering EFL Level" you will not be able change this level.


[Confirm Entering EFL Level](#)
[Cancel](#)

- a. Students entering below 75% of the state required credits to graduate are placed at ABE Level 5 (Adult Secondary Low - ASEL).
- b. Students entering at or above 75% of the state required credits to graduate are placed at the ABE Level 6 (Adult Secondary High - ASEH).

3 Confirm the Entering EFL Level

Once the button is selected to confirm the Entering EFL for the student, the page will refresh, and the snapshot profile of the student will display the entering EFL.

Conall Milam [264505/221070/245329] - Mel's Test Program




Menu Options

Class(es) placed in:	✓ Enrolled in Provider Registration Complete
	Pop Has 12 Approved Hours ✓ Entering EFL Set - ABE Level 5
	Has MSG in Fiscal Post-Tested in Fiscal
	↑ Contact type: ABE / ASE ↔



This information will also display on the student assessment history page with information on how the entering EFL was set.

Period of Participation: 10/01/2022 to Current			
Test	Date	Score	Level
AHS Entering EFL [SP]	10/10/2022	5	ABE Level 5
Test Assessment was taken at Mel's Test Program		Test Entry via: Manual Entry	
Entered By Melissa Milam on 10/10/2022			
Approved:  By Melissa Milam on 10/10/2022			
Based on AHS Entering Transcript Percentage of 22.73%			

