

AUGUST 18, 2021



IHE Edition

NEW INFORMATION:

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Lunch and Learns
GEAR UP Policy and Procedure Manual

REMINDERS:

Change in Data Entry Policy
CCP Tuition as Match
Send in Your Success Stories

QCM Materials

It was so wonderful to put faces to names at last week's QCM! I genuinely look forward to the next opportunity for us to meet and work together. All presentations, handouts and session recordings have been uploaded and are available on [GoogleDrive](#) and our shared [OneDrive](#).

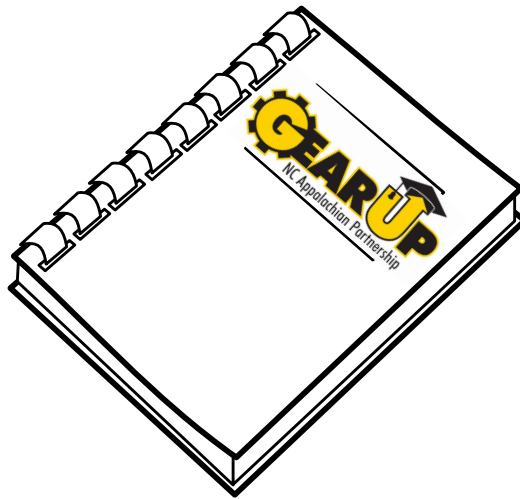
Lunch & Learns

Beginning this week, and on most Fridays throughout this semester, Shari Williamson will be offering virtual "Lunch and Learn" sessions. These sessions will explore the basics of college access support services. Check out the schedule (subject to change) [here](#). Most of the sessions are particularly applicable to those who are working directly with students, but for those who are new to the college access space, it could be useful regardless of the amount of direct student services you provide. You can join on Friday at noon on this [link](#). Attendance is optional, but everyone is invited.

If there is a specific topic you would like covered, please email Shari at williamsonsl@appstate.edu.

GEAR UP Policy and Procedure Manual

The new GEAR UP Policy and Procedures manual for GU 2.0 is [here](#). I have not shared it yet because it's been going through a significant revision over the past several months. It's a bit of a behemoth, but I look forward to using it as a training and reference resource. I hope it will be helpful to you as well.



LEA/IHE Lyceum Data Entry Roles

We have changed our original approach to data entry. Going forward, LEAs will enter all GEAR UP service data into Lyceum. There is one exception: if an IHE puts on a GEAR UP service that does not involve the LEA in any way, then the IHE will be responsible for making sure the resulting data is entered appropriately into Lyceum. Otherwise, the responsibility of entering GEAR UP data lies with the LEA.

Therefore, it is important that all IHE GEAR UP Coordinators work closely with and provide appropriate roster data to the LEA GEAR UP Coordinators in order to support them in efficient data entry each month.

Dual Enrollment as Match

Students enrolled in CCP courses are receiving college credits that are paid for by the state of NC; as a result, CCP tuition is a large source of match. After October 1st, we will be serving high school Juniors and Seniors and therefore can capture their CCP tuition for the 2.0 grant. As in GU 1.0, CCP match will be captured at the district level. However, this is a relatively new process so LEA GU coordinators may approach their IHE counterparts for help documenting the match.

To document match from CCP tuition, districts will have to submit

- A) a spreadsheet of all GU students enrolled in CCP courses with the student's names and the names of the courses they took and
- B) a form letter from the community college showing the value of the costs covered by the state.

Copies of that form letter and spreadsheet are linked below. The hardest part of the process may be identifying the person at your college who can run that list and complete the form letter. The dual enrollment coordinator might be the best person; it may be someone from the registrar. If you are called on to facilitate this process and are hitting dead ends, please don't hesitate to reach out to Eric.

As a reminder, we do allow you to go back in time to submit match documentation for previous years. Any questions can be directed to Tim Walker (walkerta@appstate.edu).



Send in Your Success Stories

You never know how your GEAR UP program or initiative might inspire another organization!

As you conduct GEAR UP programming, don't forget to snap a pic, write a few sentences about it, and send it to Eric (kleinea@appstate.edu). We'll try to include a success story in each bulletin, and those stories may also be featured on App State's [College Access Partnership's website](#).

