

Michigan Department of Labor and Economic Growth Office of Adult Education PROGRAM ABSTRACT	
Section: MAERS -- Michigan Adult Education Reporting System	
[ Why] Purpose	Purpose: To meet the requirements of the Workforce Investment Act (WIA) of 1998, Title II, Section 212 and the requirements of the State.
[What]	Section 212 of WIA requires the State to create and maintain a Student tracking system that meets the requirements of the National Reporting System (NRS.) The NRS was created by the US Dept. of Education, Office of Vocational and Adult Education and is a requirement for State's to receive funds. The Student Tracking System must be able to track student data to meet performance accountability requirements as prescribed by WIA. Further, Section 107 of the State School Aid Act of 1979 (as amended) requires the tracking of Student information.
[Who]	Required Users: All agencies receiving a grant or grants from the Michigan Department of Labor and Economic Growth, Office of Adult Education.
[When]	Grant recipients (and/or any sub-grantees or consortium members) are required to enter data on a timely basis. This is required to meet the ongoing demands for timely, accurate reports needed by the Office of Adult Education for program management and to provide information to decision makers about funding for the Adult Education Program. Ongoing data entry is encouraged. However, schools are required to enter all student enrollment, assessment and outcome information that occurred within a given month within 30 days following that month. Also, all student exit information will be reported by August 31 following the program year. Further, all student achievement information must be entered by October 25 following the program year.
[How]	Grant recipients (and/or any sub-grantees or consortium members) are required to obtain a User ID and Password to gain access to the MAERS System. The grant recipients then access MAERS at <a href="http://services.michworks.org">services.michworks.org</a> and enter their student information in accordance with the provision of this section.
Assessment Requirements	Refer to list of DLEG approved assessments.

<p>Reporting Requirements</p>	<ul style="list-style-type: none"><li>• All adult education student information must be entered into MAERS accurately and completely by required deadlines.</li><li>• All reports requested by the DLEG's Office of Adult Education must be provided accurately and completely by required deadlines.</li><li>• All communications received by DLEG's Office of Adult Education must be read and responded to accordingly as outlined in the communication.</li><li>• Programs must perform past program follow up and data entry as required in the DLEG follow up manual.</li></ul>
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