

North Carolina Community College System
Literacy Education Information System (LEIS) – Page 1 OFFICE USE ONLY: (To be completed by faculty/staff)

LAST NAME _____ FIRST NAME _____ MIDDLE/MAIDEN NAME _____
PROVIDER NAME _____ STUDENT SOCIAL SECURITY # _____ - _____ - _____ COLLEAGUE/LACES ID # _____

Records maintained by the Community Colleges System Office or any community college, which contain personally identifiable information from or about an applicant for admission to one or more constituent institutions or to one or more community colleges shall be confidential and shall not be subject to public disclosure pursuant to G.S. 132-6(a).

PERIOD OF PARTICIPATION INFORMATION:

INTAKE DATE (Program Entry date) ___/___/____ PROGRAM YEAR _____ PERIOD OF PARTICIPATION FOR PROGRAM YEAR: ___1st ___2nd ___3rd

(Initial date when student first attends the intake process or returns after exited for more than 90 days. Leave blank for continuing students.)

SEPARATION DATE FOR THIS PERIOD OF PARTICIPATION ___/___/____ OFFICE USE ONLY: Course/section # (CC only) _____

1. Mailing Address _____

Address Line 2 _____

City _____ State _____ (postal abbreviation)

Zip Code _____ County _____

2. Home Telephone (____) _____ - _____

Cell Telephone (____) _____ - _____

Email Address _____

3. Birth Date ___/___/____ 4. Gender ___ M ___ F
(Month/Day/Year)

5. Ethnicity (Select one.)

___ 1. Hispanic/Latino ___ 2. Non- Hispanic/Non-Latino

Race (Select at least one.)

___ 1. American Indian/Alaska Native ___ 2. Asian ___ 3. White

___ 4. Black or African-American ___ 5. Hawaiian/Pacific Islander

6. Schooling History

Last Secondary/Elementary School Attended

Location _____

Date Last Attended Secondary/Elementary School ___/___/____

Mo. Year

7. Country of Last School Attended

___ US Based Schooling ___ Non-US Based Schooling

8. Highest Educational Level at Entry (check one)

___ No Schooling

___ No diploma (Enter 1 – 11 for last grade completed)

___ High school graduate/Grade 12 completed

___ High School Equivalency graduate

___ Adult High School graduate

___ Some Postsecondary education, no degree

___ Post high school vocational diploma

___ Associate degree

___ Bachelor degree

___ Master degree or higher

___ Unknown

___ Certificate of attendance/completion as a result of completing an IEP

9. Employment Status at Entry

___ FT - Employed full-time

___ PT - Employed part-time

___ Employed, but received notice of termination of employment or military separation is pending

___ Unemployed

___ Not in the Labor Force

DMV Certification – Community College Only

10. NC Residents Under Age 18

Driver's License Number _____ State of Issue ___

Date of Issue ___/___/____

IF REQUIRED BY YOUR COLLEGE/ORGANIZATION:

Form Completed by: _____ Comments: _____

Student Signature: _____ Date: _____

North Carolina Community College System
Literacy Education Information System (LEIS) – Page 2 OFFICE USE ONLY: (To be completed by faculty/staff)

LAST NAME _____ FIRST NAME _____ MIDDLE/MAIDEN NAME _____

PROVIDER NAME _____ STUDENT COLLEAGUE/LACES ID # _____

PERIOD OF PARTICIPATION INFORMATION:

INTAKE DATE (Program Entry date) ___/___/____ PROGRAM YEAR _____ PERIOD OF PARTICIPATION FOR PROGRAM YEAR: ___1st ___2nd ___3rd

(Initial date when student first attends the intake process or returns after exited for more than 90 days. Leave blank for continuing students.)

SEPARATION DATE FOR THIS PERIOD OF PARTICIPATION ___/___/____ OFFICE USE ONLY: Course/section # (CC only) _____

11. Special Programs

- Basic Skills Plus student
- Community Correctional Program* (A community-based rehabilitation facility or halfway house)
- Correctional Facility* (Prison, jail, or other institution for criminal offenders)
- Distance Learning student (greater than 51% contact hours)
- Family Literacy student
- Integrated English Literacy and Civics Education (IELCE)
- Integrated Education and Training (IET) student
- Other Institutionalized Program* (Any other medical or special institution)
- Workplace Literacy student
- Other _____ (Reserved for special programs designated by the state.)

12. Student Data

- Aged out of Foster Care
- Displaced Homemaker
- English Language Learner(ELL), Low Levels of Literacy, Cultural Barriers
- Exhausting Temporary Assistance for Needy Families (TANF) Within 2 Years- (Part A Title IV of the Social Security Act)
- Ex-offender
- Homeless Program student
- Long-term Unemployment (27 or more consecutive weeks)
- Low income
- Migrant and Seasonal Farmworker
- Individual with a disability:
 - Learning Disability
 - Intellectual Disability
 - Other Disability
- Single Parent (including single pregnant women)

Adult High School Only (update #15 - #17 each program year)

- 13. HS credits required to graduate _____
- 14. # AHS credits transferred in _____
- 15. # AHS credits earned this program year (July 1 – June 30) _____
- 16. Date first AHS course was attempted this program year ___/___/_____
- 17. Date first AHS course was completed this program year ___/___/_____
- 18. Date AHS diploma was earned ___/___/_____

High School Equivalency

- 19. Date HSE earned ___/___/_____
- 20. HSE earned through GED/TASC/HiSET/Multiple Pathway _____
- 21. HSE ID _____

22. Placement and Progress Test Scores – NRS-Approved Tests Only

Date	Test	Component	Scale Score	Level/Form	EFL
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____
___/___/_____	_____	_____	_____	_____	_____

23. Future Service (Students must sign below confirming intent to return at scheduled date of service)

Date of Future Service: ___/___/_____ Student Signature: _____

IF REQUIRED BY YOUR COLLEGE/ORGANIZATION:

Form Completed by: _____ Comments: _____

NRS Approved Test Scale Score Ranges by Educational Functioning Level (See NRS approved list for exact forms and levels)

Educational Functioning Level (EFL)	TABE 11 & 12	CASAS Reading GOALS	CASAS Math GOALS (EFL)	CASAS Math GOALS
Beginning ABE Literacy (ABE Level 1)	Language: 457 and below Math: 448 and below Reading: 441 and below	203 and below	Beginning ABE Literacy (ABE Level 1)	193 and below
Beginning Basic Education (ABE Level 2)	Language: 458-510 Math: 449-495 Reading: 442-500	204-216	Beginning Basic Education (ABE Level 2)	194-203
Low Intermediate Basic Education (ABE Level 3)	Language: 511-546 Math: 496-536 Reading: 501-535	217-227	Low Intermediate Basic Education (ABE Level 3)	204-214
High Intermediate Basic Education (ABE Level 4)	Language: 547-583 Math: 537-595 Reading: 536-575	228-238	*NEW Middle Intermediate Basic Education (ABE Level 4)	215-225
Low Adult Secondary Education (ABE Level 5)	Language: 584-630 Math: 596-656 Reading: 576-616	239-248	High Intermediate Basic Education (ABE Level 5)	226-235
High Adult Secondary Education (ABE Level 6)	Language: 631 and above Math: 657 and above Reading: 617 and above	249 and above	*NEW Adult Secondary Education (ABE Level 6)	236 and above

*The new EFLs for ABE/ASE Mathematics contain a new Middle Intermediate level and merge Low and High Adult Secondary levels into Adult Secondary.

https://www.casas.org/docs/default-source/product-brochures/math-goals-for-abe-and-ase-faqs.pdf?sfvrsn=c4333d5a_16?Status=Master

Educational Functioning Level	CASAS	BEST Plus 2	Best Literacy	TABE CLAS-E
Beginning ESL Literacy (ESL Level 1)	Reading: 180 and below L&W Listening: 162-180	88 - 361 (SPL 0-1)	0-7 (0-20)	Total Reading and Writing: 225-394 Total Listening and Speaking: 230-407
Low Beginning ESL (ESL Level 2)	Reading: 181-190 L&W Listening: 181-189	362-427 (SPL 2)	21-52	Total Reading and Writing: 395-441 Total Listening and Speaking: 408-449
High Beginning ESL (ESL Level 3)	Reading: 191-200 L&W Listening: 190-199	428-452 (SPL 3)	53-63	Total Reading and Writing: 442-482 Total Listening and Speaking: 450-485
Low Intermediate ESL (ESL Level 4)	Reading: 201-210 L&W Listening: 200-209	453-484 (SPL 4)	64-67	Total Reading and Writing: 483-514 Total Listening and Speaking: 486-525
High Intermediate ESL (ESL Level 5)	Reading: 211-220 L&W Listening: 210-218	485-524 (SPL 5)	68-75	Total Reading and Writing: 515-549 Total Listening and Speaking: 526-558
Advanced ESL (ESL Level 6)	Reading: 221-235 L&W Listening: 219-227	525-564 (SPL 6) >=565 Exit from NRS	76-78	Total Reading and Writing: 550-607 Total Listening and Speaking: 559-600

Exit Criteria from Advanced ESL (updated 7/1/2017)

CASAS Reading \geq 236; CASAS Life and Work Listening \geq 228

TABE CLAS-E Reading \geq 588; Writing \geq 612, Total Reading and Writing \geq 600, Listening \geq 607, Speaking \geq 594, Total Listening and Speaking \geq 600 (TABE CLAS-E is exit criteria; must retest to determine ABE or ASE placement)

BEST Plus2 \geq 565 (BEST Plus2 is exit criteria; must retest to determine ABE or ASE placement)

BEST Literacy – no exit criteria

ESL NRS Approved Tests Through February 2, 2021:

1. BEST Literacy (Forms B, C, D) (BESTLITR)
2. BEST Plus 2 (Forms D, E, F and computer adaptive) (BESTPLUS2)
3. CASAS L&W Reading (27, 28, 81A, 82A, 81AX, 82AX, 83B, 84B, 86C, 185C, 186C, 187D, 188D, 310AA, 311AA) (CASASREAD)
4. CASAS Reading for Citizenship (951A, 952A, 951AX, 952AX) (CASESLCTIRD)
5. CASAS Life & Work Listening (981L, 982L, 983L, 984L, 985L, 986L) (CASESLLWLST)
6. TABE CLAS-E Listening (Forms 1A, 2A, 3A, 4A, 1B, 2B, 3B, 4B) (TABECLEL)
7. TABE CLAS-E Reading (Forms 1A, 2A, 3A, 4A, 1B, 2B, 3B, 4B) (TABECLER)
8. TABE CLAS-E Speaking (Forms 1A, 2A, 3A, 4A, 1B, 2B, 3B, 4B) (TABECLES)
9. TABE CLAS-E Total Listening and Speaking (Forms 1A, 2A, 3A, 4A, 1B, 2B, 3B, 4B) (TABECLETLS)
10. TABE CLAS-E Total Reading and Writing (Forms 1A, 2A, 3A, 4A, 1B, 2B, 3B, 4B) (TABECLETRW)
11. TABE CLAS-E Writing (Forms 1A, 2A, 3A, 4A, 1B, 2B, 3B, 4B) (TABECLEW)

ABE/ASE NRS Approved Tests

Through March 2022:

1. CASAS Math GOALS (Forms 913M, 914M, 917M, 918M) (CASASMGL)

Through September 2024:

1. TABE Language (Forms 11 and 12 Levels L, E, M, D, A) (TABELANG)
2. TABE Reading (Forms 11 and 12 Levels L, E, M, D, A) (TABEREAD)
3. TABE Math (Forms 11 and 12 Levels L, E, M, D, A) (TABEMATH)

Through February 2025:

1. CASAS Reading GOALS (Forms 901R, 902R, 903R, 904R, 905R, 906R, 907R, 908R) (CASASRGL)