Veterans Upward Bound (VUB) Program
Annual Performance Report
Program Year 2015–16
Authority: Public Law 102-325, as amended.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 17 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Title IV, Sections 402A and 402C of the *Higher Education Act of 1965*, as amended; the program regulations in 34 CFR 645; and the Education Department General Administrative Regulations (EDGAR), in 34 CFR 74.51, 75.720, and 75.732). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to regulations.gov during the public comment period for this collection of information. If you have specific questions about the form, instrument or survey, please contact the U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4536.

SECTION I, Part 1 – PROJECT IDENTIFICATION, CERTIFICATION, AND WARNING

A. Identification (all fields with an asterisk [*] are mandatory):

1. PR/Award Number: [will be prepopulated]

2. Name of Grantee Institution/Agency: [will be prepopulated]

3. Address: Campus:

         Street:*

         City:*

         State:* [dropdown box]   Zip:*

4. Name of Project Director:

     Prefix: [dropdown box allowing choice among Mr., Mrs., Ms., Dr., Sister, Father]

First Name:*   MI: Last Name:*

5. Telephone Number:*   ext.:

Fax Number: ext.:

E-mail Address:*

6. Report Period: [will be prepopulated]

7. Type of Project: [will be prepopulated]

8. Data Entry Person:

Prefix [dropdown box allowing choice among Mr., Mrs., Ms., Dr., Sister, Father]

First Name:*   MI: Last Name:*

Telephone Number:*   ext.:

E-mail address:*

B. Certification

The Project Director and Certifying Official are required to sign and date Section I, Part 1 of the 2015–16 Annual Performance Report form to certify the accuracy and completeness of the information submitted electronically. After completing the entire report online, you will be able to print a copy of Section I, Part 1, which will include signature lines for the project director and certifying official. Once the form has been signed, please scan it and, using the functionality on the APR site, upload it. Only Section I, Part 1 should be uploaded—not any other portion of the report.
 I have verified the information in this section.

Warning: Any person who knowingly makes a false statement or misrepresentation on this report is subject to penalties which may include fines, imprisonment, or both, under the United States Criminal Code and 20 U.S.C. 1097.

Further federal funds or other benefits may be withheld under these programs unless this report is completed and filed as required by existing law (20 U.S.C. 1231a) and regulations (34 CFR 75.590 and 75.720)

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SECTION I, Part 2:   COMPETITIVE PREFERENCE PRIORITIES (If Applicable)

The 2012 VUB grant competition established two competitive preference priorities concerning data-based decision-making and productivity. Grantees provided the requested information when submitting the 2012–13 APR. The system will pre-populate this information for the 2015–16 APR in a format that cannot be edited. If you wish to provide any updates, please contact your program specialist.

Enabling More Data-Based Decision-Making- Projects that are designed to collect (or obtain), analyze, and use high-quality and timely data, including data on program participant outcomes, in accordance with privacy requirements (as defined in this notice), in: (a) improving postsecondary student outcomes relating to enrollment, persistence, and completion and leading to career success, and (b) providing reliable and comprehensive information on the implementation of Department of Education programs, and participant outcomes in these programs, by using data from State longitudinal data systems or by obtaining data from reliable third-party sources.

    1A. Not applicable ☐
    1B.   Yes ☐
    If "Yes," indicate below which data systems your project utilized.

State longitudinal data systems	Third-party data systems

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Improving Productivity - Projects that are designed to significantly increase efficiency in the use of time, staff, money, or other resources while improving student learning or other educational outcomes (i.e., outcome per unit of resource). Such projects may include innovative and sustainable uses of technology, modification of school schedules and teacher compensation systems, use of open educational resources (as defined in the notice), or other strategies.

     3A. Not applicable ☐
     3B. Yes ☐
     If "Yes," indicate below how your project achieved this productivity by increasing efficiency in the use of time, staff, money or other resources.

Resource/Measure used with increased efficiency	Improved Outcome

ANNUAL PERFORMANCE REPORT (2015–16)
SECTION II -- RECORD STRUCTURE FOR PARTICIPANT LIST
FOR VETERANS UPWARD BOUND PROJECTS

Grantees must submit participant files in Excel or CSV format. Column names **must** match the "Database Column Name" provided in column three below, and grantees must follow instructions in the "Valid Field Content" column. For additional information on how to submit data, please see "How May the Report be Submitted?" in the instructions for the APR.

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
1	PR/Award Number	VetPR	Number in Block 2 of the project's Grant Award Notification. Include only the eleven character PR/award Number that begins as follows: P047V _ _ _ _ _ _	This field is pre-populated and thus does not need a checkmark.	This field is pre-populated and thus does not need a checkmark.
2	Batch Year	VetBatchAY	2015 for project year 2015–16	This field is pre-populated and thus does not need a checkmark.	This field is pre-populated and thus does not need a checkmark.

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
3	Program Type	VetType	3 =Veterans Upward Bound	This field is pre-populated and thus does not need a checkmark.	This field is pre-populated and thus does not need a checkmark.
4	Social Security Number	VetSSN	001010001 to 999999998 000000000 = Unknown Please format the SSN in nine digits greater than 0 without using any characters (letters, hyphens) in the number (e.g., 123456789). Do not include any other forms of ID in this field. **So as to allow participants' records to match across years, this data must match your 2014–15 APR (except for students new in 2015–16).**	✔	

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
5	Last Name	VetLastNM	0 to 9 Uppercase A to Z . (period) ' (apostrophe) - (hyphen) Last name will be justified with an uppercase A-Z in first position. Please do not use commas or quotation marks in this field. **So as to allow participants' records to match across years, this data must match your 2014–15 APR (except for students new in 2015–16).**	✔	

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
6	First Name	VetFirstNM	0 to 9 Uppercase A to Z . (period) ' (apostrophe) - (hyphen) First name will be justified with an uppercase A-Z in first position. Please do not use commas or quotation marks in this field. **So as to allow participants' records to match across years, this data must match your 2014–15 APR (except for students new in 2015–16).**	✔	
7	Middle Initial	VetMI	Uppercase A to Z; only one character Blank = Unknown **So as to allow participants' records to match across years, this data must match your 2014–15 APR (except for students new in 2015–16).**	✔	

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
8	Date of Birth	VetDOB	Format is MM/DD/CCYY, e.g., 01/01/1977 MM = 01 – 12 DD = 01 – 31 CC = 19 – 20 YY = 00 – 99 00/00/0000 = Unknown Please make every effort to identify the participant's precise date of birth. **So as to allow participants' records to match across years, this data must match your 2014–15 APR (except for students new in 2015–16).**	✔	
9	Gender	VetGenderCD	1 = Male 2 = Female 0 = Unknown		
10	Ethnicity – Hispanic	VetEthnic	Participant is identified as Hispanic/Latino. 1 = Yes 2 = No Please see instructions for additional detail on this field.		
11	Race – American Indian/Alaskan Native	VetRace1	Participant is identified as American Indian/Alaskan Native. 1 = Yes 2 = No		

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
			Please see instructions for additional detail on this field.		
12	Race – Asian	VetRace2	Participant is identified as Asian. 1 = Yes 2 = No Please see instructions for additional detail on this field.		
13	Race – Black or African American	VetRace3	Participant is identified as Black or African American. 1 = Yes 2 = No Please see instructions for additional detail on this field.		
14	Race – White	VetRace4	Participant is identified as White. 1 = Yes 2 = No Please see instructions for additional detail on this field.		
15	Race – Native Hawaiian or Other Pacific Islander	VetRace5	Participant is identified as Native Hawaiian or Other Pacific Islander. 1 = Yes 2 = No Please see instructions for additional detail on this field.		

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
16	Eligibility (at time of initial selection)	VetEligCD	1 = Low-income and first-generation 2 = Low-income only 3 = First-generation only 4 = High risk for academic failure only 5 = Low-income and at high risk for academic failure 6 = First-generation and at high risk for academic failure 7 = Low-income, first-generation, and at high risk for academic failure 0 = Unknown Note: If a project selects option 4, 5, 6, or 7 in this field, that participant must have met one or more of the three at-risk criteria in fields 17-19. Please see "Definitions That Apply" in instructions.	✔	

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
17	At Risk: Out of School for Five Years (at time of initial selection)	VetAtRiskSchool	1 = Yes 2 = No 9 = Not applicable, prior and continuing participants served before the 2012–17 cycle) 0 = Unknown Note: Select "Unknown" if the "at risk" status of a "new" participant first served in 2012-13 or 2013-14 was not collected at time of initial selection. **Beginning with "new" participants first served in 2014–15, projects were required to determine if the participant met any of the regulatory "at risk" criteria; projects are to report accordingly**.	✔	

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
18	At Risk: Low Standardized Test Scores (at time of initial selection)	VetAtRiskStdTest	1 = Yes 2 = No 9 = Not applicable, prior and continuing participants served before the 2012–17 cycle 0 = Unknown Note: Select "Unknown" if the "at risk" status of a "new" participant first served in 2012-13 or 2013-14 was not collected at time of initial selection. **Beginning with "new" participants first served in 2014–15, projects were required to determine if the participant met any of the regulatory "at risk" criteria; projects are to report accordingly**.	✔	

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
19	At Risk: Disability	VetAtRiskDisability	The presence of a disability, as defined is the program regulations, is one of three criteria used to determine if a participant is "at high risk for academic failure." In the prior APR, a VUB project was required to report on the disability status of a participant for demographic purposes. Therefore, in this new field, report on the disability status of **all current year and prior-year** participants. 1 = Yes 2 = No 0 = Unknown Please see "Definitions That Apply" in instructions.	✔	

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
20	Academic Need (at time of initial selection)	VetNeed	1 = Need established in one or more of the At Risk fields 2 = Need for refresher courses 3 = Lack of career aspirations 4 = Lack of preparation for postsecondary enrollment/continuation 5 = Lack of confidence to transition into civilian life/postsecondary education 6 = Lack of support 7 = Lack of employable skills 8 = Lack of awareness of student financial aid and/or military education benefits 9 = Not applicable, prior and continuing participants served before the 2012–17 cycle 10 = Other 0 = Unknown In this field, please indicate the main reason the project is providing services to the participant; this may or may not be due to risk factors that the participant may have.		

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
21	Recruitment	VetRecruit	1 = Referral from community agency 2 = Referral from veterans' agency (e.g., Veterans Administration, veterans' center) 3 = Advertisement 4 = Project's Web site 5 = Referral from educational institution 6 = Word of mouth/walk-in 7 = Referral from another TRIO project (e.g., Talent Search, Student Support Services, Educational Opportunity Centers, other VUB project) 8 = Referral from non-TRIO program 10 = Other 0 = Unknown		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
22	Date of First Project Service	VetProjEntDT	Format is MM/DD/CCYY, e.g., 09/15/2013 MM = 01 – 12 DD = 01 – 31 CC = 19 – 21 YY = 00 – 99 00/00/0000 = Unknown For new participants, use the date the participant first received service from the Veterans Upward Bound project that is submitting this report. Do not use date of *acceptance* into project unless that is the same as the date of *first service*. Use the very first date of service at this project even if the participant subsequently left and reentered. Even if the participant transferred from another project, in this field give the date of first service at the project now submitting the report. (For continuing and prior-year participants, use the date entered in the earlier APR, even if it was a date of entry that differed from the date of first service.) You do not need to provide the exact day; you may use 15 (midpoint of the month). If exact month or year is uncertain, use 00/00/0000 ("Unknown").	✔	

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
23	Educational Status, at date of first project service	VetGradeLV1	1 = High school dropout 2 = High school graduate 3 = GED/high school equivalency credential recipient 4 = High school graduate with some college 5 = GED/high school equivalency with some college 0 = Unknown	✔	
24	Employment Status, at date of first project service	VetJob	1 = Unemployed 2 = Employed part time 3 = Employed full time 4 = Retired 0 = Unknown	✔	

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
25	Deceased or Incapacitated	VetDeceased	1 = Deceased prior participant 2 = Prior participant, permanently incapacitated 3 = Participant was served during reporting period 2015–16 but is now deceased 4 = Participant was served during reporting period 2015–16 but is now permanently incapacitated 9 = Not applicable: neither deceased nor permanently incapacitated 0 = Unknown		✔

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
26	Participant Status, for reporting year **2015–16**	VetPartCD	1 = New participant (for reporting period) 2 = Continuing participant (from immediately preceding reporting period) 3 = Reentry participant 4 = Prior-year participant For this report, please use the following definitions: A **new participant** is an individual who participated in the Veterans Upward Bound project for the **first time** in this reporting period. --A **continuing participant** is an individual who participated in the project in both the current reporting period and the reporting period immediately preceding. --A **reentry participant** is an individual who attended the educational program offered by the project in a previous reporting year, suspended his or her participation, and reentered the program during the current reporting year. You may also include in this category persons who completed the VUB program and returned to take it again, provided the participant had not enrolled in a program of postsecondary education. **However, participants who enrolled in a postsecondary education program after leaving VUB (either completing VUB or not) are no longer eligible to reenter VUB.** If a participant coded as "reentry" in one year (e.g., 2014–15) continues into the next year (e.g., 2015–16), he or she should be coded as "continuing" for the second year and for any subsequent year in which the student is served (2015–16 and continuous years thereafter). -A **prior-year participant** is an individual who participated in the Veterans Upward Bound program in a previous reporting period but who has not received services on a continual basis during the current reporting period. -The sum of the new, continuing, and reentry participants should equal the total number of		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
27	Served by Another Federal Program Similar to VUB, during reporting year	VetServed	1 = Participant received services from an EOC project 2 = Participant received services from another federally funded program (other than EOC) that is similar to VUB 3 = Participant did not receive services from another federally funded program similar to VUB 9 = Not applicable, prior-year participant 0 = Unknown This field provides information on the participation of current VUB participants in other federally funded programs that were similar to VUB and were serving the same target area during 2015–16.		✔
28	Called to Active Duty, during reporting year	VetCall	1 = Yes, current-year participant 2 = Yes, prior-year participant who was on active duty during the reporting year 3 = No 0 = Unknown		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
29	Academic Improvement on Standardized Test Objective – Numerator, for reporting year	VetTestObj	1 = Yes, participant completed VUB program during the reporting year and improved academic performance as demonstrated by pre- and posttests. 2 = No, participant completed VUB program during the reporting year, took pre- and posttests but did not improve 3 = No, participant completed VUB program during the reporting year but did not take posttest, or participant completed VUB but test status is unknown 8 = Not applicable, served during reporting year but did not complete the VUB educational program during it 9 = Not applicable, prior year participant		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
30	Date of Last Project Service in VUB	VetLastSerDate	Format is MM/DD/CCYY, e.g., 03/31/2013 MM = 01 – 12 DD = 01 – 31 CC = 20 YY = 00 – 99 88/88/8888 Not applicable, still in the educational program offered by the project 00/00/0000 = Unknown **Accuracy is particularly important for this field.** Report date of last service for all participants who were no longer being served as of the date of APR submission. You do not need to provide the exact day; you may use 15 (midpoint of the month). If exact month or year is uncertain, use 00/00/0000 ("Unknown"). **Except for reentry participants, once date of last project service has been submitted in one year's APR, the date must not change in a later reporting year. For reentry participants, this field must be updated to reflect the subsequent date of last service, once that date has been determined.**		

Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
31	VUB Educational Program Completion Year	VetCompleteYR	2222 = Other, completed the VUB program prior to 2011–12 project year 2011 = Completed in 2011-12 project yr 2012 = Completed in 2012–13 project yr 2013 = Completed in 2013–14 project yr 2014 = Completed in 2014–15 project yr 2015 = Completed in 2015–16 project yr 2016 = Completed in 2016–17 project yr 3333 = Reentry participant who had not enrolled in PSE following VUB participation, and who was still in the program as of the date of APR submission 7777 = Not applicable, left project before completing VUB, but enrolled in PSE 8888 = Not applicable, still in the educational program offered by the project 9999 = Not applicable, left project before completing VUB; has not enrolled in PSE 0 = Unknown Data for this field should reflect information available as of the date of APR submission. **Accuracy is particularly important for this field,** which is used in calculating performance measures and PE points for three objectives: Academic improvement on standardized test; Retention and completion; and Postsecondary enrollment. Enter the project yr that the participant completed VUB. **Once one of the following codes has been submitted for field #31, the data must not change: 2222, yearly codes (2011–2016), and 7777 (exceptions allowed for reentry participants).**		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
32	Reason for Leaving VUB Program, as of the submission date of the APR	VetLeave	Please provide information as of the end of the reporting period. 1 = Successfully completed program 2 = Did not complete program due to current need or desire for employment 3 = Did not complete program; moved out of project's service area 4 = Did not complete program; no longer interested 5 = Did not complete program due to difficulties with academics 6 = Did not complete program due to family responsibilities 7 = Did not complete program; left after call to active duty 11 = Did not complete program due to medical reasons 9 = Did not complete program due to death or permanent incapacity of participant 10 = Did not complete program due to other reasons 0 = Did not complete program for unknown reasons 88 = Not applicable, still in the educational program offered by the project (include reentry participants still in program)		✔
33	Basic Skills Development, for reporting year (2015–16)	VetBasicSkill	Participant received this service during the reporting year. 1 = Yes 2 = No 8 = Not applicable, not offered by project 9 = Not applicable, prior-year participant 0 = Unknown		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
			Please see "Definitions That Apply" in instructions.		
34	Short Term Remedial or Refresher Courses, for reporting year (2015–16)	VetRefresher	Participant received this service during the reporting year. 1 = Yes 2 = No 8 = Not applicable, not offered by project 9 = Not applicable, prior-year participant 0 = Unknown Please see "Definitions That Apply" in instructions.		
35	Assistance in Securing Local Support, for reporting year (2015–16)	VetLocalSup	Participant received this service during the reporting year. 1 = Yes 2 = No 8 = Not applicable, not offered by project 9 = Not applicable, prior-year participant 0 = Unknown Please see "Definitions That Apply" in instructions.		
36	Special Services for Transition to PSE, for reporting year (2015–16)	VetSpSrvc	Participant received this service during the reporting year. 1 = Yes 2 = No 8 = Not applicable, not offered by project		

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
			9 = Not applicable, prior-year participant 0 = Unknown Please see "Definitions That Apply" in instructions.		

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
37	Date of First Postsecondary School Enrollment	VetFirstEnrollDT	Format is MM/DD/CCYY, e.g., 09/15/2013 MM = 01 – 12 DD = 01 – 31 CC = 19 – 20 YY = 00 – 99 88/88/8888 = Not applicable, still in the educational program offered by the project (include reentry participants still in VUB) 99/99/9999 = Not applicable, left educational program (either completing or not) but has not yet enrolled in a program of postsecondary education 00/00/0000 = Unknown **Accuracy is particularly important for this field.** Include only the enrollment date after leaving VUB (either successfully completing VUB or not). **Do not use dates of any PSE enrollment prior to participation in VUB**. If the participant has taken one or more non-credit PSE courses but is still participating in VUB, the participant should **not** be considered enrolled in postsecondary education. You do not need to provide the exact day; you may use 15 (midpoint of the month). If exact month or year is uncertain, use 00/00/0000 ("Unknown"). Data for this field should reflect information available to the project as of the date on which the APR is submitted. **Once the date of first postsecondary enrollment has been submitted in one**		

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
38	Postsecondary Education Enrollment Cohort	VetPSECohort	**2222** = Competed VUB program and enrolled in PS education program prior to 2008-09 project year. **2008** = 2008–09 **2009** = 2009–10 **2010** = 2010–11 **2011** = 2011–12 **2012** = 2012–13 **2013** = 2013–14 **2014** =2014–15 **2015** = 2015–16 **2016** = 2016–17 **8888** = Has not yet enrolled in a postsecondary education program; timeframe allows potential for cohort **9999** = Does not qualify for a cohort. See General Instructions. This field is used to establish the cohort of participants who will form the denominator for each project's postsecondary completion PE objective and for two of the performance measures. **Because the postsecondary enrollment cohort year codes that the Department established for 2008, 2009, 2010, 2011, 2012, 2013, 2014, and 2015 were derived from the data that grantees submitted in prior years' APRs, the Department will not allow changes to those codes in the 2015–16 or subsequent years' APRs. We also will not allow changes to codes 2222 and 9999.** The cohort years and values in the grantee's final 2014–15 APR are included in the file a grantee may download from the 2015–16 VUB APR Web application. Please see the General Instructions for more information.		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
			Select option 2015 if participant: • Completed VUB program in 2014–15 project year and enrolled in PS education program during the 2015–16 academic year (August 1, 2015–July 31, 2016) OR • Completed VUB program in 2015–16 project year and enrolled in PS education program during 2015–16 academic year (August 1, 2015–July 31, 2016) Select option 2016 if participant: • Completed VUB program in 2014–15 project year and enrolled in PS education program during August or September 2016—the two months within both 2015–16 project year and academic year 2016–17 OR • Completed VUB program in 2015–16 project year and enrolled in PS education program during 2016–17 academic year (August 1, 2016–July 31, 2017) Note: Academic year is August 1 through July 31. Select option 8888 if participant:		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
			• Was enrolled in the VUB program or had reentered it; as of end of project yr, had not previously completed the VUB program and enrolled in postsecondary education following participation in VUB OR • Completed the VUB program during the 2015–16 project year but had not yet enrolled in postsecondary education OR • Left the VUB program without completing it; **has not** yet enrolled in a postsecondary education program Select option 9999 if participant: • Did not enroll in a program of postsecondary education by the end of the project year following the project year in which the participant completed the VUB program. • Left VUB before completing the VUB program and **has** enrolled in a program of postsecondary education since leaving VUB. • Completed VUB in 2014–15 project year and enrolled in postsecondary education in dates within 2014 cohort (see table at end of General Instructions), but whose enrollment date and cohort year were not reported in 2014–15 APR.		
39	School Code for Postsecondary Institution First	VetPSECode	B00000 – B99999 E00000 – E99999 G00000 – G99999		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
	Attended		000001 – 999999 555555 = Enrolled in a postsecondary institution not found in the Federal School Code Directory 666666 = Not applicable, prior participant whose enrollment in last institution attended was reported in previous grant cycle(s) 888888 = Not applicable, still in the educational program offered by the project 999999 = Not applicable, left educational program (either completing or not) but has not yet enrolled in a program of postsecondary education 000000 = Unknown Provide the six-digit school code for the postsecondary institution the participant **first** attended after participating in the Veterans Upward Bound program. If the participant began attendance in fall 2016 (i.e., after the end of the 2015–16 reporting period), please provide the code of the institution. The six-digit codes can be obtained from the following Web site: https://fafsa.ed.gov/FAFSA/app/schoolSearch?locale=en_EN Data for this field should reflect information available to the project as of the date on which the APR is submitted.		

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
40	Source of Postsecondary Education Information	VetSelfTranCD	1 = Official college transcript 2 = Institutional data but not an official transcript 3 = Self-reported by participant 4 = Other third-party verification, e.g., National Student Clearinghouse 8 = Not applicable, still in the educational program offered by the project 9 = Not applicable, left educational program (either completing or not) but has not yet enrolled in a program of postsecondary education 0 = Unknown This field should be based on postsecondary enrollment(s) that occurred after the participant left the VUB program (either completing or not). Data for this field should reflect information available to the project as of the date on which the APR is submitted.		✔

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
41	College Status at beginning of academic year 2016–17	VetPSEGrLV	1 = Accepted into postsecondary education program but not yet enrolled 2 = First year student in postsecondary education 3 = Postsecondary student continuing beyond first year 4 = Enrolled, completed a program of postsecondary education but continuing in postsecondary 5 = Not enrolled, completed a program of postsecondary education prior to beginning of academic year 2016–17 7 = Prior to beginning of academic year 2016–17, left a program of postsecondary education without completing it 8 = Not applicable, still in the educational program offered by the project 9 = Not applicable, left VUB educational program (either successfully completing or not) but has not yet enrolled in a program of postsecondary education 10 = Other 0 = Unknown This field should be based on the postsecondary enrollments that occurred after the participant left the VUB program (either completing or not). Data for this field should reflect information available to the project as of the date on which the APR is submitted. If you choose option 4 or 5, both of which indicate that the participant completed a program of postsecondary education, you must also complete fields #44 and #45 (for certificate/diploma completion), fields #46 and #47 (for associate degree completion),		✔

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
42	Postsecondary Remediation	VetPSRemediation	For members of the 2015–16 postsecondary education enrollment cohort (field #38): 1 = Placed into college-level math and English in the first year of postsecondary education 2 = Placed into remedial math or English in the first year of postsecondary education 3 = Not applicable, VUB participant did not take math or English during the first year of postsecondary education 9 = Not applicable, participant not in 2015–16 postsecondary education enrollment cohort 0 = Unknown This field is based on postsecondary enrollments that occurred after the participant completed the VUB program. Data for this field should reflect information available to the project as of the date on which the APR is submitted. Regarding the term "remediation," please see "Definitions That Apply" in the General Instructions.		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
43	Certificate/ Diploma Completed	VetCertificateCD	1 = Yes, completed certificate/diploma for occupational/educational program 2 = No (Not applicable), participant pursued another kind of postsecondary credential (not associated with a certificate/diploma program) 6 = Enrolled in, but not yet completed certificate/diploma program 7 = Left a certificate/diploma program without completing it 8 = Not applicable, still in the educational program offered by the project 9 = Not applicable, left the educational program (either completing it or not) but has not yet enrolled in a program of postsecondary education 0 = Unknown If participant has been in a certificate program, choose 1, 6, 7, or 0. Include only those completions that occurred after the participant left the VUB program (either completing or not). Data for this field should reflect information available to the project as of the date on which the APR is submitted.		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
44	Date of First Certificate/ Diploma	VetCertificateDT	Format is MM/DD/CCYY, e.g., 05/15/2012 **MM = 01 – 12 DD = 01 – 31 CC = 19 – 20 YY = 00 – 99** **22/22/2222** = Not applicable, participant pursued another kind of postsecondary credential (not associated with certificate/diploma program) **66/66/6666** = Not applicable, still enrolled in certificate/diploma program **77/77/7777** = Not applicable, left certificate/diploma program without completing it **88/88/8888** = Not applicable, still in the educational program offered by the project **99/99/9999** = Not applicable, left the educational program (either completing or not) but has not yet enrolled in program of postsecondary education **00/00/0000** = Unknown **Accuracy is particularly important for this field.** This field collects dates of postsecondary completions that occurred after the participant left the VUB program (either completing or not). If participant has earned more than one certificate/diploma, report the date that the **first** certificate/diploma was completed. You do not need to provide the exact day; you may use 15 (midpoint of the month). If exact month or year is uncertain, use 00/00/0000 ("Unknown"). Data for this field should reflect information available to the project as of the date on which the APR is submitted. **Once date of first certificate/diploma has been submitted in one year's APR, the date must not change in a later reporting year.**		

Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
45	Associate Degree Attained	VetAssocDegreeCD	1 = Yes, attained associate degree 2 = No (Not applicable), participant pursued another kind of postsecondary credential (not associated with an associate degree program) 5 = Transferred to four-year institution without completing an associate degree 6 = Enrolled in, but not yet completed associate degree 7 = Not applicable, left associate degree program without completing it; did not transfer to a four-year institution 8 = NA, not yet completed the educational program offered by the project 9 = Not applicable, left the educational program (either completing or not) but has not yet enrolled in program of postsecondary education 0 = Unknown If participant has been in an associate degree program, choose 1, 5, 6, 7, or 0. Include only those completions that occurred after the participant left the VUB program (either completing or not). Data for this field should reflect information available to the project as of the date on which the APR is submitted.		✔

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
46	Date of First Associate Degree	VetAssocDegreeDT	**Format is MM/DD/CCYY, e.g., 05/15/2013** **MM = 01 – 12 DD = 01 – 31 CC = 19 – 20 YY = 00 – 99** **22/22/2222** = Not applicable, participant pursued another kind of postsecondary credential (not associated with an associate degree program) **55/55/5555** = Transferred to 4-year institution w/o completing an assoc degree **66/66/6666** = Not applicable, still enrolled in associate degree program **77/77/7777** = Not applicable, left associate degree program without completing it; did not transfer to a four-year institution **88/88/8888** = Not applicable, not yet completed the educational program offered by the project **99/99/9999** = Not applicable, left educational program (either completing or not) but has not yet enrolled in program of postsecondary education **00/00/0000** = Unknown **Accuracy is particularly important for this field.** This field collects dates of postsecondary completions that occurred after the participant left the VUB program (either completing or not). If participant has earned more than one associate degree, report the date that the **first** associate degree was completed. You do not need to provide the exact day; you may use 15 (midpoint of the month). If exact month or year is uncertain, use 00/00/0000 ("Unknown"). Data for this field should reflect information available to the project as of the date on which the APR is submitted. **Once date of first associate degree has been submitted in one year's APR, the date must not change in a later reporting year.**		

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Fiel d No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
47	Bachelor's Degree Attained	VetBachDegreeCD	1 = Yes, attained bachelor's degree 2 = No (Not applicable), participant pursued another kind of postsecondary credential (not associated with bachelor's degree program) 6 = Enrolled in, but not yet completed bachelor's degree 7 = Left bachelor's degree program without completing it 8 = Not applicable, not yet completed the educational program offered by the project 9 = Not applicable, left educational program (either completing or not) but has not yet enrolled in a program of postsecondary education 0 = Unknown If participant has been in a bachelor's degree program, choose 1, 6, 7, or 0. Include only those completions that occurred after the participant left the VUB program (either completing or not). Data for this field should reflect information available to the project as of the date on which the APR is submitted.		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
48	Date of First Bachelor's Degree	VetBachDegreeDT	**Format is MM/DD/CCYY, e.g., 05/15/2012** **MM = 01 – 12 DD = 01 – 31 CC = 19 – 20 YY = 00 – 99** **22/22/2222** = Not applicable, participant pursued another kind of postsecondary credential (not associated with bachelor's degree program) **66/66/6666** = Not applicable, still enrolled in bachelor's degree program **77/77/7777** = Not applicable, left bachelor's degree program without completing it **88/88/8888** = Not applicable, still in the educational program offered by the project **99/99/9999** = Not applicable, left educational program (either completing or not) but has not yet enrolled in program of postsecondary education **00/00/0000** = Unknown **Accuracy is particularly important for this field.** This field collects dates of postsecondary completions that occurred after the participant left the VUB program (either completing or not). If participant has earned more than one bachelor's degree, report the date that the **first** bachelor's degree was completed. You do not need to provide the exact day; you may use 15 (midpoint of the month). If exact month or year is uncertain, use 00/00/0000 ("Unknown"). Data for this field should reflect information available to the project as of the date on which the APR is submitted. **Once date of first bachelor's degree has been submitted in one year's APR, the date must not change in a later reporting year.**		

Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
49	Length of Active Duty (2010–11 Postsecondary Ed. Cohort)	VetActiveDuty	Participant in 2010 postsecondary education enrollment cohort who was called to active duty at any time between 2010–11 and 2015–16 and served on active duty during that period for: 1 = 1–11 months 2 = 12–23 months 3 = 24–35 months 4 = 36–47 months 5 = 48–59 months 6 = 60–71 months 7 = 72–84 months 8 = Called to active duty but number of months unknown 9 = Not called to active duty, or active duty status is unknown 99 = Not applicable, not in 2010–11 postsecondary education enrollment cohort		✔
50	Participant's Name Change (Optional)	FullNameChange	If the participant changed his or her name, and if the project needs to use this information to help track the student, please enter the participant's changed full name (i.e., first and last name). Note that the first and last names provided in fields #5 and 6 (VetLastNM and VetFirstNM) remain identifiers that the Department will use to track the student; thus **fields #5 and 6 must not change from year to year.** Names entered here may be in a variety of formats, e.g., John Doe, John D.		✔

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Field No.	Field Name	Database Column Name	Valid Field Content	Data for field must not change from reporting year to reporting year	Grantee must check field each report year to see if update is needed
			Doe, Jane Smith-Doe, Jane Smith Doe, John Doe II, John Doe, Jr. Moreover, you will be able to update this field in subsequent reporting periods.		
			If the student has not changed his or her name from that provided in fields LastNM and FirstNM (fields #5 and 6), there is no need to complete this field.		

Note to Data Collector: **When you collect this information from participants, please make sure that you inform them why they are being asked to provide Social Security numbers. Please see Privacy Act statement below.**

Privacy Act

January 2017

In accordance with the Privacy Act of 1974 (Public Law No. 93-579, 5 U. S.C. 552A), you are hereby notified that the Department of Education is authorized to collect information to implement the Upward Bound program under Title IV of the *Higher Education Act of 1965*, as amended (Pub. Law 102-325, sec. 402A and 402C). In accordance with this authority, the Department receives and maintains personal information on participants in the Upward Bound program. The principal purpose for collecting this information is to administer the program, including tracking and evaluating participants' academic progress. Providing the information on this form, including a Social Security number (SSN), is voluntary; failure to disclose a SSN will not result in denial of any right, benefit, or privilege to which the participant is entitled. The information that is collected on this form will be retained in the program files and may be released to other Department officials in the performance of official duties.

[This document is dated January 2017.]