

# Technical Assistance Launch Meeting



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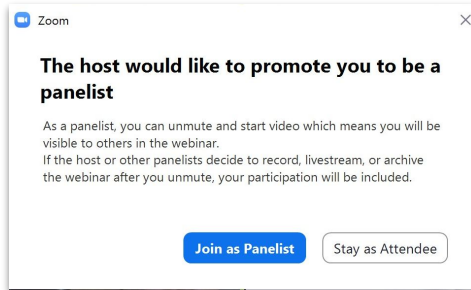


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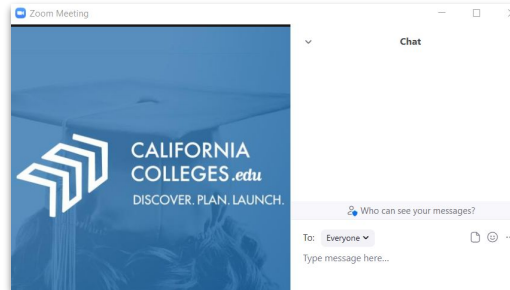


# Zoom Logistics

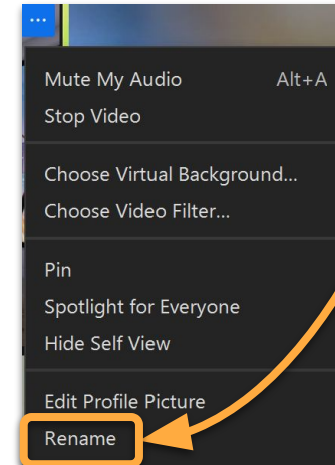
- 1 | You will be promoted to panelist and have the ability to unmute yourself or turn your video on to ask questions.



- 2 | Important links and resources will be shared via the Chat feature.



- 3 | Please ensure your Zoom name is accurate.





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# Agenda

Welcome

Introduction to CCGI and  
CaliforniaColleges.edu

CCGI Approach

Application Integrations

Implementation & Data

Next Steps

Questions





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# California College Guidance Initiative

## Who We Are

- State-funded nonprofit.
- Manager of **CaliforniaColleges.edu**.
- Foundation of the state's new **Cradle-to-Career System** tools.

## Why We're Here

- To smooth the path to college and career for all California students.
- To ensure equitable outcomes for all students, especially the underserved.

## What We Do

- College and career planning.
- Capacity building.
- Provide data-informed tools to students, parents, and educators.

Visit the **Cradle-to-Career Website**





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# Universal Access to CaliforniaColleges.edu

One goal of the Cradle-to-Career legislation is to make CaliforniaColleges.edu available to every school district, student, and educator in California by 2026.

**164**

Official school district partners

**2M**

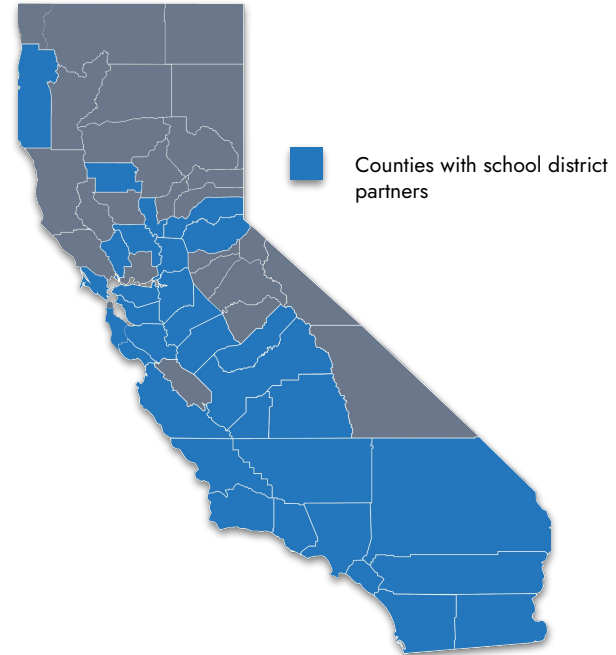
6th-12th grade students served

**43**

School districts in the pipeline for partnership by Fall 2023

**500k**

Additional students in the pipeline who will be served by Fall 2023





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# What is CaliforniaColleges.edu?

CaliforniaColleges.edu is the state of California's official college and career planning platform.

■ We provide students with:



- Career exploration tools
- College and major search tools
- Financial aid lessons
- CSU/UC eligibility tools
- College and financial aid application integration

■ We provide educators with:



- College and career planning tools *in one place*
- Ability to track student progress and better target interventions
- Data and reporting tools to help districts comply with regulatory requirements

# CCGI Approach



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# Assemble a Cross-Functional Leadership Team



## Leadership Team

A cross-functional team that sets goals and drives progress based on data analysis.

## Point-of-Contact (POC)

Oversees partnership efforts and focuses on strategy development, execution, educator support, and logistics.

## Data Lead

Works on data files, establishes regular upload routines, and collaborates with colleagues in necessary updates in the SIS.

## Site Lead(s)

Serves as the school site point of contact and creates/manages educator accounts for their site.

## CMP Team

Works to ensure necessary updates are made to the CMP “a-g” list.





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# Implementation

**After the onboarding phase, partner districts will receive the following ongoing support to fully implement the use of CaliforniaColleges.edu:**



**Virtual Training**

**Technical Assistance**

**User Support**



**Community of  
Practice**

**Office Hours**



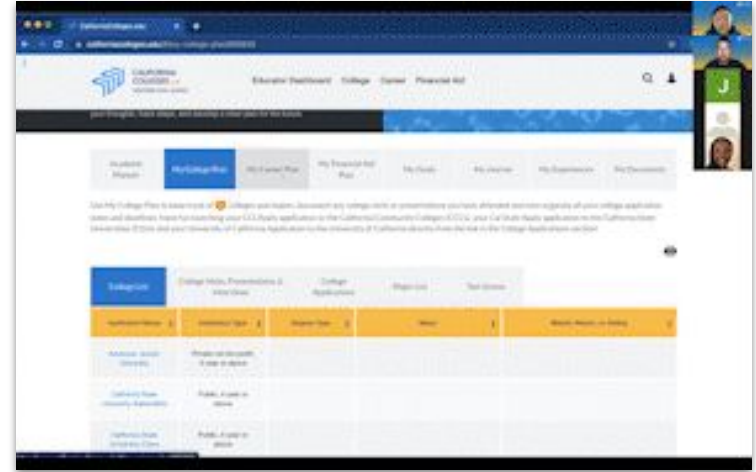
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# Virtual Training Sessions

We encourage educators to attend our virtual training sessions to learn how to effectively use all the tools on CaliforniaColleges.edu.

Our sessions are:

- **60 minutes** long.
- Offered **year-round**.
- Available as **recordings**.



**List of Virtual Training Sessions**

[californiacolleges.edu/#/virtual-trainings-partner-districts](https://californiacolleges.edu/#/virtual-trainings-partner-districts)



# Community of Practice

**Community of Practice meetings are spaces for you to collaborate and receive support from other educators.**

CCGI will facilitate **structured activities** grounded in **improvement science** to help your district start or improve the implementation of CaliforniaColleges.edu.





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# Office Hours for Onboarding Districts

**We're here to help! Districts in the onboarding process can attend CCGI Office Hours, as needed, throughout the onboarding process. It is a dedicated space to provide answers and support.**

## **Schedule with Calendly**

Both the District Point of Contact and District Data Lead will receive Office Hours scheduling link.



# Application Integrations



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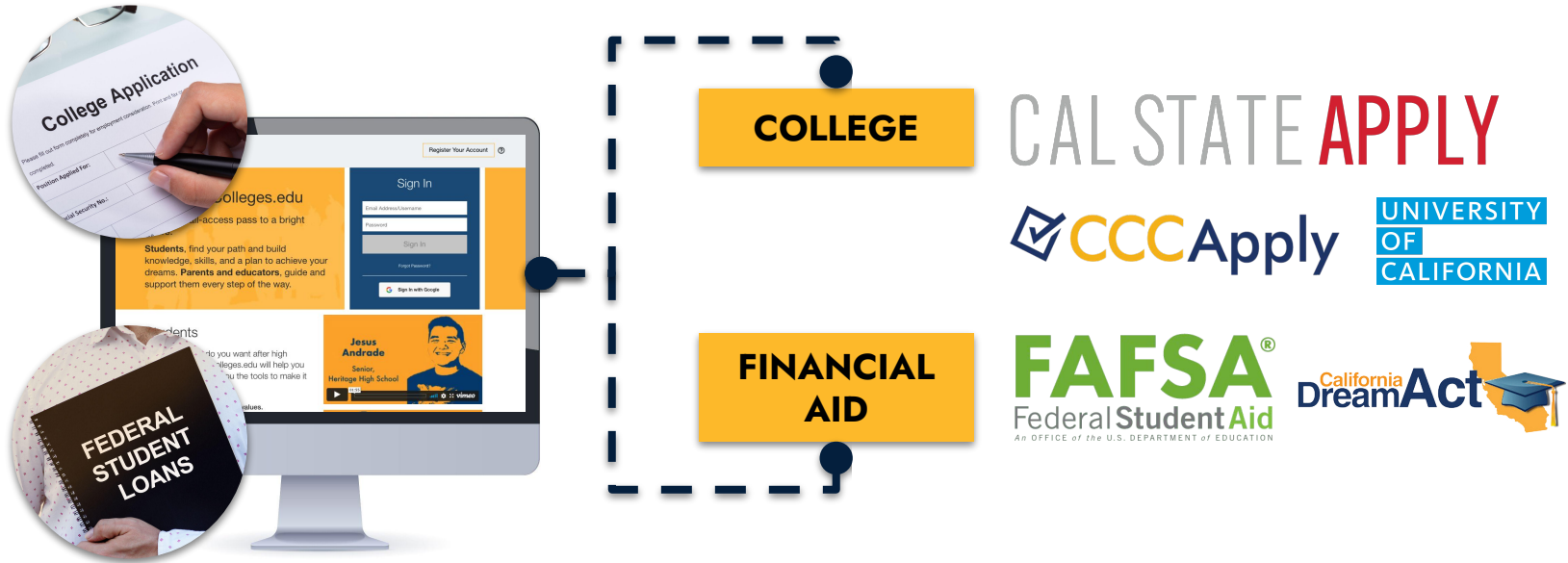
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# College & Financial Aid Application Integration

Students can launch college and financial aid applications directly from CaliforniaColleges.edu and track their progress.





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# Cal State Apply Course Migration Demo



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# Implementation



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# Where Are You in the Process?

Attending a launch meeting means your district is in the Contracting phase.

## 1. Pre-MOU

- District submits Intent to Partner Form.
- District registers for and attends a Launch Meeting.

## 2. Contracting

- **CCGI sends District an MOU**
- **District confirms which sites will be moving forward in partnership.**

## 3. Data Testing & "Go Live"

- MOU is fully executed
- District undergoes transcript testing.
- "Go Live" date is established.



100

[illegible]



# District Admin Account Creation

**The CCGI Technical Assistance Team will create a District Admin account for the District Point of Contact (POC) and District Data Lead. District Admin can then create additional educator accounts on CaliforniaColleges.edu:**



**Site Admin**

**Multi-Site Counselor**

**Counselor**

**Counselor - Caseload Only**



# Steps to “Go Live”



- ▶ MOU signed and submitted to CCGI.

- ▶ CCGI provides credentials to school district.
- ▶ District Data Lead sends transcript data to CCGI via sFTP.

- ▶ School district provides 4-5 transcripts for each school site.
- ▶ CCGI conducts internal testing.
- ▶ CCGI provides a summary of findings to District Data Lead.

- ▶ School district convenes a small team to review the work completed.
- ▶ School district reviews and addresses any findings needing resolution.

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# Data



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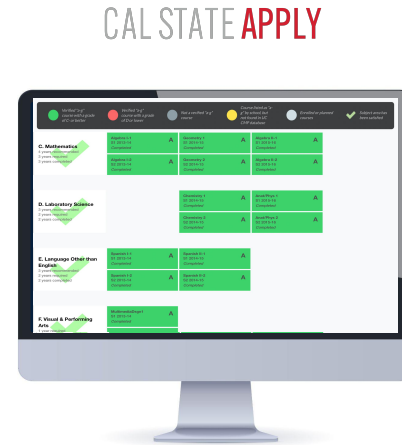


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# Data Sharing

**Districts can regularly upload students' academic transcript data to CaliforniaColleges.edu to support planning, goal tracking, and data verification.**





## Reminder: Parent Notification of Data Sharing

- ▶ The notification of your district's partnership with the California College Guidance Initiative (CCGI) and use of CaliforniaColleges.edu to parents and guardians should be covered through your district's **standard disclosure of student information notification** and/or notification of rights required by the **Family Educational Rights and Privacy Act (FERPA)**.
- ▶ The California College Guidance Initiative is written into [California Ed Code section 60900.5](#) as **authorized provider** to all California School Districts and as part of the state's efforts to make college going a more streamlined experience for students.
- ▶ Please ensure that your standard notification processes sufficiently incorporates the **sharing of transcript data to authorized organizations** (for example, post-secondary institutions and the student aid commission) that have a legitimate educational interest in the data to better serve students.



# Flat File Specifications

Course Catalog	Student	Course Grade	Test Grade	Manifest
Required	Required	Required	<b>Optional</b>	Required
Lists courses offered at your school sites.	One record per student, creates/updates rosters at each site.	Many records per student for each course the student has taken.	Many records per student for exams like SAT Subject Tests, AP and IB exams etc.	Is the trigger file that will allow your submitted files to be processed.

## Links and Notes

- |   |   |  |   |  |
|---|---|--|---|--|
| <ol style="list-style-type: none"><li>1. <a href="#">Course Catalog - File Specifications</a></li><li>2. Designed to be school site based.</li><li>3. Processes separately from the other files listed.</li></ol> | <ol style="list-style-type: none"><li>1. <a href="#">Student - File Specifications</a></li><li>2. GPA (district needs to identify).</li><li>3. Parent Consent (Mark as 'N' for students who have been opted out during your district's parent notification process; Mark 'Y' for all other students).</li></ol> | <ol style="list-style-type: none"><li>1. <a href="#">Course Grade - File Specifications</a></li><li>2. Historical Grades (Stored/Historical Grades).</li><li>3. Work In Progress/Planned (within Academic Year).</li></ol> | <ol style="list-style-type: none"><li>1. <a href="#">Test Grade - File Specifications</a></li><li>2. Date format is YYYYMM.</li></ol> | <ol style="list-style-type: none"><li>1. <a href="#">Manifest Specifications</a></li><li>2. Should only include variations of student, course grade and test grade files.</li><li>3. <b>Should not</b> include Course Catalog.</li></ol> |
|---|---|--|---|--|





# District Next Steps



**1**

**CCGI drafts and sends the data-sharing agreement (MOU).  
The district moves the MOU through their  
appropriate approval process.**

**2**

**District confirms which school sites will  
participate in partnership (share data for).**

**3**

**After the MOU is fully executed, District  
Point of Contact and District Data Lead will  
receive notice that their Admin Accounts  
have been created.**

**4**

**District Data Lead reviews the file  
specifications and creates files meeting  
the specifications.**

# Questions?



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# Closing



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**Thank You!**