

Date Received _____

**Assessment Report Form
Edison State College**

1. Assessment Project Report:

Program	Office of Student financial Aid
Department	Financial Services
College	Edison State College
Program Assessment Coordinator	
Academic Year	2009/2010
Report Submitted by	Barry Paine
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Date Submitted	12/8/2010

2. According to the Assessment Plan, what were the planned assessment activities to be conducted during the Academic Year? You may want to copy and paste from this program's assessment plan.

Which outcomes for this program were measured?	How did you measure the outcomes?	What results did you expect?
Increase in number of financial aid applications	Number of applications for enrolled students on financial aid dashboard reports	Increase in number of applications
Reduction in time between financial aid application receipt and awarding of financial aid	Average number of days from application received to packaging on financial aid dashboard reports	Reduction in number of days

3. Results, conclusions, and discoveries. What are the results of the planned activities listed above? What conclusions or discoveries were made from these results? Describe below or attach to the form.

By increasing the number and types of communications and revising the format and content they were more effective in encouraging students to apply for financial aid.

The contracting with a third party servicer to better handle the volume peaks allowed for the ability to provide resources on an as needed basis and resulted in a significant reduction in the time required for completion of the application process.

4. Use of Results. What program changes are indicated? How will they be implemented? If none, describe why changes were not needed.

These changes were effective in achieving the desired results and will be continued and allow for additional changes to be made to achieve additional improvements in services.

5. Dissemination of results, conclusions, and discoveries. How and with whom were the results shared?

Student Services Council, Enrollment Management Group