



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



Michael Sentance  
State Superintendent of Education

December 7, 2016

**MEMORANDUM**

**TO:** City and County Superintendents of Education  
**FROM:** Michael Sentance *MS*  
 State Superintendent of Education  
**RE:** Accessing the 2016 Graduation Rate and Dropout Report Applications

Verifying and providing data to document student information in the Applications Cohort and Dropout for the 2015-2016 school year will begin December 8, 2016, at 10 a.m. See the table below for detailed information on the Four-Year Graduation Rate, the Dropout Report, and the Five-Year Graduation Rate collection window close dates.

The Cohort and Dropout Webinar used for training may be accessed at <https://alsde.webex.com/alsde/lsr.php?RCID=6937542485684ea18f2de5bfaa4a6be7>.

As a reminder, each person who needs access to the Cohort or Dropout applications must be assigned these roles in the Education Directory (EdDir).

Data Points	Access	Collection Window Close Dates
Four-Year Graduation Rate	2016 Cohort	January 11, 2017
Dropout Report (2014-2015)	Grades 7-12	January 13, 2017
Five-Year Graduation Rate	2016 Cohort	January 27, 2017

If you have any questions, please contact your regional graduation rate contact in the Prevention and Support Services Section at 334-242-8165.

MS/ML/KM

FY17-2018

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