

GEAR UP Calendar of Dates and Deadlines 2010-2011

Due on the last day of every month:

- Match Contributions
- Student Activity Participation Data
- School personnel contact info (if there is a change)

September 17th:

- Close out 09-10 data entry and move to the 10-11 school year (ALL data must be entered by this date, district plan and in-kind match must be certified by the superintendent, and new enrollment forms need to be complete and sent to beth@syntiro.org)

September 21 or 22:

- Attend yearly online liaison orientation (attendance at one is required)

September 30th (celebrated the week of Sept. 27-Oct. 1)

- GEAR UP Day! (make sure you let your RTAC know what you are planning and if you need any support from us!)

October 1:

- Complete student verification (senior verification is included), including the student survey, with ALL GEAR UP students
- Ensure every student has agreed to the Student Commitment Statement on the student info page

October 4:

- MELMAC peer learning at the Augusta Civic Center. **THIS IS REQUIRED FOR ALL GEAR UP LIAISONS TO ATTEND.** We will have our own session during which we will be discussing important information regarding this year and the new round of GEAR UP.

October 29:

- Complete the school questionnaire

January 31:

- Begin to check senior FAFSA list weekly and follow up with all seniors



February 28:

- Entry for first semester completed, including:
 - Grades for one-semester courses only in Math, English, Science, Early College
 - Match contributions
 - School year data (grade level and unexcused absences)
 - Complete any missing demographic and required data

July 1:

- Annual District Plans completed and certified
- New enrollment data compiled and submitted
- Entry of all end-of year data, including:
 - Postsecondary planning info for all seniors
 - Final grades in Math, English, Science, Early College
 - Student activity participation data
 - Match contributions (certified by the superintendent)
 - School year data (promoted, retained, graduated, etc)
 - Complete any missing demographic and required data
 - Exit graduates and others who will not be returning