



California Community Colleges

AB 1805 Data Submission Form

Instructions

As was described in Guidance Memorandum ESS 21-300-006 released May 20, 2021 (link below), all California Community Colleges are to complete the enclosed AB 1805 data template by July 9, 2021 using this form. Please review the memo for more details and please follow the detailed instructions in the data template closely. The data template was reviewed and questions were addressed during a system webinar on Wednesday June 2, 2021. If you were unable to attend, you can find a recording of the webinar in the Equitable Placement community in the Vision Resource Center (<https://visionresourcecenter.cccco.edu/>).

Please download the Guidance Memorandum describing the AB 1805 Data Reporting by clicking on the link below:

[ESS 21-300-006 Guidance Memorandum for AB 1805](#)

Please download the Data Template by clicking on the link below. Complete the information in the Data Template and upload the renamed file in question # 5 below.

[AB 1805 Data Submission Template](#)

1) Contact Information

District: _____

College: _____

2) College CEO Contact Information

CEO First Name: _____

CEO Last Name: _____

CEO Telephone Number: _____

CEO Email: _____

3) Academic Senate Contact Information

AS President First Name: _____

AS President Last Name: _____

AS President Telephone Number: _____

AS President Email: _____

4) College Representative Completing the Form Contact Information

Rep. First Name: _____

Rep. Last Name: _____

Rep. Title: _____

Rep. Tel. #: _____

Rep. Email: _____

Information and Communication to Students:

Per Education Code 78221.5, as a condition for receiving funding pursuant to the Student Equity and Achievement Program established by Section 78222, a community college shall:

(a) (1) Inform students of their rights to access transfer-level coursework and academic credit English as a second language (ESL) coursework, and of the multiple measures placement policies developed by the community college, as provided in Section 78213.

(2) The information described in paragraph (1) shall be communicated in language that is easily understandable, and shall be prominently featured in the community college catalog, orientation materials, information relating to student assessment on the community college's Internet Web site, and any written communication by a college counselor to a student about the student's course placement options.

5) Certify your college is informing students of their rights to access transfer-level coursework and academic credit English as a second language (ESL) coursework, and of the multiple measures placement policies developed by the community college by checking below:*

- ☐ Yes, we are abiding by these provisions.
- ☐ No, we are NOT providing by these provisions.

6) If you answered No above, please explain why. Also explain the college's plans to comply with this provision.

7) Certify your college is "informing students" in language that is easily understandable, and shall be prominently featured in the community college catalog, orientation materials, information relating to student assessment on the community college's Internet Web site, and any written communication by a college counselor to a student about the student's course placement options" by checking below:*

- ☐ Yes, we are abiding by these provisions.
- ☐ No, we are NOT abiding by these provisions.

8) If you answered No above, please explain why. Also explain the college's plan to comply with this provision.

9) Provide uploads of or links to these communication artifacts:

You have the option of providing a link to these resources or by uploading the resource document in a separate space below.

Community College Catalog: _____

Orientation materials: _____

Community college's Internet Website:

Any written communication by a college counselor to a student about the student's course placement options: _____

10) If you did not provide a link to the following communication artifacts in the question above you may upload them here.

- 1. Community college catalog**
- 2. Orientation materials**
- 3. Any written communication by a college counselor to a student about the student's course placement options**

1

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11) Data Template Submission:

Please attach your completed AB 1805 data template here. Please ensure your college has completed all of the applicable tabs following the instructions closely.

_____ 1

_____ 2

12) Data or Results Explanation or Comment:

If there is any important context you would like to share with the Chancellor's Office about your college's data results please do so here.

Thank You!

Thank you for completing the Equitable validation Form for AB 1805. Your response is very important.
