Below are some possible Strategies your agency might use to gather information about recording Reasons for Exiting.

There are several additional options available in TE that are not listed on the Update Record. In TE: Records – Students – Records

Exit Reason:

⦿ N/A	○ Lack of child care	○ Deceased
○ Changed class or program	○ Family problems	○ Long term medical treatment
○ Completed Program	○ Own health problems	○ Unknown reason
○ Met Goal	○ Lack of interest	○ Other known reason
○ End of program year	○ Public safety	
○ Got a job	○ Administratively separated	
○ Moved	○ Released from Incarceration	
○ Schedule conflict	○ Active duty in armed services	
○ Lack of transportation	○ Incarcerated	

Item	Notes
Changed Class or Program **Completed Program** **End of Program Year**	These are all mostly for agency reasons rather than student reasons. • *Changed Class or Program* when the student moves to another class in a *different* instructional program. • *Example 1: An ESL student progresses on pre/post-testing and achieves a score that qualifies for a CTE program. Mark Changed Class or Program.* • *Example 2: ESL student transitions from ESL Beginning to ESL Intermediate. This does not entail that the student "Exited Program"* **You do not need to mark a Reason for Exiting.** • The same factors should be considered when marking *Completed Program*. • *End of Program Year* is now an obsolete option with PoPs, unless the student is in an institutional setting.
Met Goal	• *Met Goal* suggests circumstances similar to the three options above, but reflects the choice of the student, not the agency. • *Example: A student enrolls in ESL – EL Civics – Citizenship Preparation and then passes the Oral Interview at USCIS. The student met goals of "Improve English Skills" and "Obtain U.S. Citizenship."*
Moved	• Mark anytime a student moves to a new location.

Item	Notes
	• Consider this option for when a student moves to another town, and other options if the student moves someplace within the same community. • *Example: Student relocates back to their home country. Mark Moved.* • *Example: Student moves to a different neighborhood a few miles away, and no longer lives near a convenient bus route. Mark Transportation Issues.*
Got a Job	• The nature of the job itself does not inform this choice – just whether the job affects the student's ability or availability to attend class.
Schedule Conflict **Lack of Transportation** **Lack of Child Care**	• These three are similar. If you know childcare or transportation issues are the cause of the student's exit, then prioritize either of those reasons ahead of Schedule Conflict. • *Example: Student's work schedule shifted, which did not affect class but did affect a family member's ability to assume child care responsibility. Mark Lack of Child Care.* • *Example: Student's work schedule now directly interferes with class attendance. Mark Schedule Conflict.*
Family Problems **Own Health Problems**	• *Example: A family member moved to another town. Not really a "problem," except that it affected the student's availability for class. Mark Family Problems.* • *Example: Student had health concerns and is no longer attending class. Mark Own Health Problems.* • *Example: A family member had health concerns so student is no longer attending class. Mark Family Problems.*

Item	Notes
Lack of Interest	• Target this option if your agency is tracking student exits due to general dissatisfaction. • *Example: Student is doing fine, but decides adult education is just not for her. Mark Lack of Interest.*
Public Safety	• *Example: Student decides that your school is in a high crime area, so s/he decides to stop attending. Mark Public Safety.*
Administratively Separated **Released from Incarceration**	These two options are mostly for correctional education. • Mark *Administratively Separated* when the agency takes action to expel the student from the class or school. • *Released from Incarceration* is only for corrections programs, and marked because the student completed time of incarceration.
Incarcerated **Entered Military Service** **Deceased** **Long Term Medical Treatment**	These four options are in TE but not on the Update Record. **All four exempt the student from follow up reporting**. • *Incarcerated* is basically the opposite of Released from Incarceration. This is for when "non-incarcerated" students are sent to a correctional facility. • *Long Term Medical Treatment* = student is engaged in treatment that is scheduled to take three months or longer.