**Tips for Exiting Student Collection for Schools & Districts**

Beginning with the 2022-2023 school year, Ohio schools will begin following up with all exiting students (including students who exited during the 2021-2022) to learn more about their chosen post-high school paths. This follow-up will be within a year of their exit.

Many schools already connect with exiting students, especially for career-technical education concentrators and students with disabilities. Learning from these practices, here are a few of the suggested strategies you can do ***today*** to help make this collection more successful next year:

* **Identify a project lead at your district and each high school.**
  + Having one person or a small team responsible for this work will ensure that there is a coordinated plan in place.
* **Gather and verify correct contact information before students leave high school for the students and their parents/guardians.**
  + **Consider a survey** or other form of collection to obtain the most relevant and accurate contact information prior to their exist of school.
    - This survey could also serve as a **“transitions” or “exit” survey** to give your team valuable information on each student’s post-high school plans and qualitative data on their student experience in your school.
    - **Here are** **[some sample questions to consider](https://education.ohio.gov/getattachment/Topics/Ohio-s-Graduation-Requirements/EXAMPLE-TEMPLATE-Exit-Survey-2022.docx.aspx?lang=en-US) from other schools.**
  + This information should include all potential methods of communication. This might include the students, or their caring adult’s:
    - Cell Phone Number
    - Personal (non-school) email
    - Home address
    - Place of work
    - LinkedIn or other social media profiles

**Consider making this a requirement** for graduation practice or other means of incentivizing students to complete the survey.

* **Incentivize students to stay in touch.**
  + Schools have seen success in creating incentive programs for students to stay in touch with their high school.
  + Incentives can range from financial incentives (gift cards, etc.) to beneficial activities for students and their parents such as job fairs or other events at the school. These can be a great place to learn from students what they are doing in the year after high school.
* **Let students know this outreach will be happening** within the year and explain to them *why* you will be reaching out.
  + If students expect to hear from you in the coming year, they may be more likely to respond to communication attempts.
* **Consider other data sources you can use.**
  + Student information may be available to you already without having to reach out to them. For example, if students are enrolled in higher education, they will appear in any data you receive from the National Student Clearinghouse. If this is not data you already receive, more information [can be found here](https://www.studentclearinghouse.org/high-schools/studenttracker/).
* **Work with outside groups or community organizations to aid in the follow-up.**
  + Schools that work with Gear Up, their local OhioMeansJobs Center, or non-profit mentorship/volunteer organizations like Goodwill, Big Brothers Big Sisters, United Way, the library systems, etc. may be able to assist in contacting students.
* **Consider how to leverage parents, friends, family members, caring adults or others** that may be able to identify the post-high school path of the student if they are unable to contacted.
  + In some cases, contact information may be wrong, or the student may not be able to be contacted with the year. Consider how to leverage others in these situations.
* **Use electronic platforms to stay in touch**.
  + **Some career development software systems** have the ability to capture and stay connected with exiting students.
  + **Consider keeping students engaged through social media** (for example, a Class of 2022 graduates Facebook groups, social media campaigns to compl or other media groups) or email/newsletter communications.