



Adult Career & Continuing Education Services (ACCES)  
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June 27, 2025

**TO:** AEPP Funded Programs, ALE, WIOA, WEP and EPE

**FROM:** Fiormelissa Johnson, NYS Director – Adult Education Programs & Policy (AEPP)

**SUBJECT:** FY25 AEPP Performance Benchmarks (July 1, 2025, through June 30, 2026)

The purpose of this memo is to provide AEPP-funded programs with the updated federally negotiated FY26 benchmarks, as required by the Office of Career, Technical, and Adult Education (OCTAE). In an effort to meet AEPP's vision for (2025-2026) of **1) Improving performance towards our New York State Benchmarks** and **2) Promoting Apprenticeships**, AEPP's statewide funded adult education programs have the goal to enable adults and out-of-school youth to become more employable, productive, and responsible citizens through literacy, high school equivalency preparation, and apprenticeships.

**AEPP Performance Benchmarks FY26**  
**July 1, 2025 – June 30, 2026**

New York State Adult Education Programs & Policy - Benchmarks – FY26			
July 1, 2025 - June 30, 2026			
Education Functioning Levels		Measurable Skill Gain	
ABE Level 1:	52%	MSG:	53.50%
ABE Level 2:	59%		
ABE Level 3:	55%	Post-Test Rate	
ABE Level 4:	49%	Students Eligible for a Post Test:	90%
ABE Level 5:	54%	All Students Post Tested	70%
ABE Level 6:	51%	*Includes students NOT eligible to Post Test	
		Follow-up Outcomes	
ESL Level 1:	50%	Employment Quarter 2:	36%
ESL Level 2:	51%	Employment Quarter 4:	32%
ESL Level 3:	54%	Manual Survey Response Rate:	90%
ESL Level 4:	56%		
ESL Level 5:	54%	Median Earnings (Second Quarter After Exit)	
ESL Level 6:	53%	Median Earnings:	\$5,970
Credential Rate			
Credential Rate:			51%

### **AEPP Performance Target Considerations**

1. All New York Performance Targets negotiated with OCTAE, as listed in this memo, are intended for all AEPP-funded WIOA (4 Areas), WEP, ALE, and EPE
2. Programs receiving ALE funds and using the New York Reporting System (NYRS) are also subject to the same targets with the following exceptions:
  - a) NYRS offers a flexible option to achieve Measurable Skill Gain (MSG) through middle-range gains, which are counted toward MSG for students in levels 1 through 4 for ABE and levels 1 through 3 for ESL
  - b) Gain may also be obtained through either Math or Reading for ABE students
  - c) Median Income Reported and Employment 4<sup>th</sup> Quarter after Exit is not required for ALE reporting
  - d) all other benchmarks are applicable
3. Measurable Skill Gain (MSG) can be obtained via:
  - a) Pre & post-test comparison showing gain from one Educational Functioning Level to a higher one (MSG Type 1a)
  - b) Passing a GED subtest (MSG Type 1d)
  - c) Getting a GED (MSG Type 2)
  - d) Getting an IET or IELCE Credential (MSG Type 5)
  - e) MSG Types 1d and 2 are obtained through a New York State HSE Diploma/GED Successful match with ASISTS

### **Strategic Planning for Performance Improvement**

1. All key staffing positions must be filled to include: Program Manager, Data Manager, Teachers and Case managers, and support staff. Funding allocated to program staff cannot be used for other purposes through amendments.
2. Please note that students must select the adult education program within GED Manager, and programs must move students from Interested to Enrolled in GED Manager. Instructions can be found at: <https://www.acces.nysed.gov/sites/acces/files/hse/prep-program-age-eligibility.pdf>
3. Please consider using Census Data to target the marketing of literacy services in local communities.  
**American Fact Finder:** <https://www.census.gov/data/what-is-data-census-gov.html>

4. Building a robust and comprehensive Intake Process where students receive a minimum of 12 hours, will lower the number of students appearing as Enrolled Not Counted. Programs that have a significant number of students as Enrolled Not Counted must indicate how the Performance Improvement Team (PIT) will address this issue and any other issue affecting student improvement.
5. Creating meaningful attendance policies to promote student participation and a desire to be served by the adult education program is essential to retaining the student.

### **NRS Calculations for Measurable Skills Gain**

1. The Office of Career, Technical, and Adult Education (OCTAE) has modified the National Reporting System (NRS) guidelines to allow states and local providers to claim Measurable Skills Gain (MSG) credit for students passing one or more of the HSE/GED subtests, designating it as MSG type 1d.
2. Students can still attain MSG type 2 by passing the GED test.
3. Please note that a student can claim only one type of MSG. For example, if a student has both EFL gain (MSG type 1a) and passed one of the GED subtests (MSG type 1d), they will receive credit for the MSG only once within all NRS calculations. Information on the NRS changes can be found at: <https://nrsweb.org/sites/default/files/2024-NRSTableChanges-508.pdf>

### **ASISTS Implementation: Obtaining MSG for GED Subtests**

1. MSG type 1d was implemented in ASISTS on February 22<sup>nd</sup>, 2025.
2. Programs will not need to take any additional steps to claim MSG type 1d. The MSG will be calculated using the data match between ASISTS and the NYSED HSE database, which is conducted quarterly.
3. ASISTS will match student records with the NYSED HSE database using first name, last name, birth date, and program prep code. Details on the data match can be found in the ASISTS Resource Bank. Any record matched with a passing score of 145 or higher on any subtest will be used to give students credit for MSG. If a student has passed multiple subtests, they will only receive credit for MSG once.
4. ASISTS will give the student who has passed the test an outcome of “5S – Passed HSE subtest”. This outcome will appear on the Outcomes tab of the Student Information screen in ASISTS.
5. The MSG will be reflected in the Program Evaluation Report in the column “# with at least one HSE pass” and the following data check reports:
  - a) Student Assessment and Attendance
  - b) POP MSG Achievement by Name
  - c) POP MSG Achievement by EFL

6. If a student has achieved MSG type 1d, the program will not be penalized if that student does not otherwise have a post-test that matches their pre-test of record.

### **Using Supplemental Funding: ALE**

#### **Intake Responsibilities**

1. For example: Program (ABC) provides traditional instruction using (WIOA or EPE) funds and Program (XYZ) will provide the tutor/volunteer/case manager or additional teachers to supplement the traditional instruction using (ALE) funds
2. ALE Program and Traditional (WIOA or EPE) Programs coordinate intake and pre-testing activities and safe record-keeping
  - a) Students are assessed once, and both programs share the AEPP-approved assessment. A copy must be kept in each student folder
  - b) ISRF is completed once and shared by two programs A copy must be kept in each student's folder
  - c) Each program is responsible for collecting and inputting information into ASISTS. Each program can provide additional information regarding Barriers to Employment
  - d) Both programs must conduct robust intake and record Intake hours in ASISTS based on the time spent with the student

#### **Instructional Responsibilities**

1. All students present in the classroom count toward the participation of both programs **if** there are volunteers, teachers, and case managers from each program in attendance, and all contribute to classroom activities. The supplemental activity may vary depending on the needs, such as case managers, second teachers, teaching assistants, and volunteers.
  - a) The paid teacher (WIOA or EPE) is the lead in the classroom; the ALE practitioner, providing supplemental instruction, follows the teacher's directives in working with students
  - b) Both programs devote time to post-testing and record these contact hours in ASISTS. Particularly important to avoid premature auto-exits

#### **HSE Credential Attainment**

1. Both the ALE-funded program and the Traditional programs (WIOA or EPE) receive credit for the services they provide to students, including MSG and employment outcomes
2. The ALE-funded program and the Traditional program (WIOA or EPE) must reach an agreement regarding HSE credentials. **Only one HSE credential will be counted. Programs must have a signed agreement to participate in supplemental instruction using ALE funds, WIOA, or EPE**

3. The ALE program will enroll the students in ALE-funded classes. ALE programs will continue to operate under the NYRS benchmarks and policies.
4. The WIOA or EPE traditional instructional program would continue to operate under the NRS benchmarks and policies. The attendance that ALE enters is for the tutoring hours that were provided to the student directly by the ALE provider.
5. The data check reports in the ALE program may indicate that students were prematurely tested before reaching the 30-hour mark. These students should be coded on the PIF as shared students.

The New York State Education Department thanks you for your hard work and the services you provide! Please contact your Regional Associate with any questions. Wishing all AEPP-funded programs a successful FY26!

cc: Ceylane Meyers-Ruff, Deputy Commissioner, ACCES  
AEPP Regional Associates, NYSED  
Accountability Office  
RAEN Regional Center