



ASSOCIATION OF INSTITUTIONS  
OF JEWISH STUDIES

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## Annual Report

Name of Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Name and title of person filling out this report: \_\_\_\_\_

Date submitted: \_\_\_\_\_

**AIJS must ensure sustained compliance with its Standards, and has developed this annual report for this purpose. This report is due February 28.**

### **Please attach the following documents to this report:**

- Financial Statements that include a balance sheet and a statement of revenue and expenditures for the most recently completed fiscal year.
- Current School Catalog
- Copies of any PR material sent via email, mail, or printed during the last 12 months.

### **Please complete the following questions:**

1. **List the names and titles and contact numbers for key officials at your school:**

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**2. STUDENT ROSTERS**

**Please attach student rosters from the prior and current years labeled accordingly.**

**3. STUDENT OUTCOME**

**Select a minimum of 2 outcomes and provide the data and the assessment for the selected outcomes.**

**A. Check off the outcomes that your institution has selected and provide the percentage achieved.**

- Retention Rate \_\_\_\_\_  
(The percentage of students who enrolled in the prior year in the 1<sup>st</sup> level of the program who returned this year for the 2<sup>nd</sup> level)
- Completion/ Graduation Rate \_\_\_\_\_
- Acceptance to Graduate Programs \_\_\_\_\_
- Acceptance to Advanced Schools \_\_\_\_\_
- Employment in Positions Related to the Field of Study \_\_\_\_\_
- Combined Completion and Transfer to Other Post-secondary Institutions \_\_\_\_\_

**B. Summarize your institution’s assessment of each of the above selected outcomes:**

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**C. Attach outcomes data supporting each selected outcome.**

Please refer to the AIJS website for further information regarding AIJS Outcomes and Benchmarks.

4. **Were any complaints filed in the last 12 months?** Yes No

If yes, please provide a copy of the complaint(s) and your school's response.

Please be advised that, as per AIJS policy described in the AIJS Handbook in the section entitled Substantive Change, any substantive change listed in that section of the AIJS Handbook requires written approval from AIJS before the change can be effective. To request approval for a substantive change, institutions must submit an Application for Substantive Change form to AIJS. The form can be downloaded from the AIJS Website (the AIJS.com) or requested from AIJS.