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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
- Student Rosters for the current academic year and prior academic year, labeled accordingly
- 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. **Enrollment – First Time Freshmen** – List names of students who entered the institution as first time freshmen in the prior academic year in each program offered by the school. List each program and students who entered as first time freshmen in each program.

<i>Name of Program</i>	<i>Names of first time freshmen</i>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

3. **Enrollment – Other than First Time Freshmen** – List names of students who entered the institution as other than first time freshmen in the prior academic year in each program offered by the school. List each program and the names of students who entered as other than first time freshmen in each program in the prior academic year.

<i>Name of Program</i>	<i>Names of other than first time freshmen</i>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

4. **Retention** – List the names of those students (from questions 2 and 3 above) who continued to be enrolled in the current academic year (use additional sheets, if necessary):

<i>Name of Program</i>	<i>Names of students who returned</i>
_____	_____
_____	_____
_____	_____

5. **Graduation** – List the names of degrees or credentials awarded in your institution and the name of the students earning each degree or credential in the past twelve months (use additional sheets, if necessary)

Name of Degree Program

Name of students who earned the degree

6. **Outcome - Students who enrolled at institutions of higher learning including graduate programs, advanced Yeshivos in Israel, advanced Yeshivos in the US**

Does your institution use this outcome measure? Yes No

If yes, list each institution of higher learning and the name of each students from your institution who enrolled in each one in the past twelve months. (use additional sheets, if necessary)

7. **Outcome – Employment in related fields.**

Does your institution use this outcome measure? Yes No

If yes, list the number of students from the students who completed their program of study in the last 12 months who are employed in fields related to their program of study. List the name of the program completed and the name of each student who completed the program and is employed in a field related to his/her program(s) of study. (use additional sheets, if necessary)

_____	_____
_____	_____
_____	_____
_____	_____

Do you have other measures of student outcomes? Yes No

Please describe the outcome(s). How many students in the last 12 months have achieved success as defined by those student outcomes? Please list each outcome and the names of students who have attained it.

8. If your institution was accredited or re-accredited in the past 12 months, how have you addressed the recommendations from your institution's most recent site visit summary and/or addendum to the accreditation letter? Please specify and explain.

9. Have you made any changes that might affect the academic level, enrollment, fiscal stability, facilities, or staffing of the institution? These changes may include changes that would impact compliance to any of the AIJS Standards. If the answer is yes, please describe the change and the impact it might have on your institution or compliance to the AIJS standards. Answer this question with supporting documents as if you were responding to a question in your ISA.

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.