

## **PY 26-27 Remote and Hybrid Distance Education and Fast Track Guidance**

Only Distance Education programs approved by NYSED in the successful applicant's comprehensive plan of service may be used to generate EPE aid. Eligible school districts and BOCES must have prior annual approval from NYSED to offer a Distance Education Program.

### **Requirements for Distance Education Eligible Students:**

- Appropriate distance education screening
- Intake
- Pre-Test
- Post-test after 40 hours
- Case Management
- Students fall within the appropriate NRS Levels
  - GRASP (Giving Ready Adults a Study Program): NRS Levels 4,5,6
  - SMART (Skills to Make Adults Ready to Succeed): NRS Levels 3,4,5
  - ESL Distance Education: NRS Levels 3,4,5,6

### **Requirements for Programs Utilizing Distance Education:**

- Teachers providing Distance Education must take New PY 2026-2027 Distance Education Training prior to providing packets/tutoring/instruction.
  - Training will need to be repeated every 2 years.
- Teachers create individualized packets for students based on their EEP for GRASP, SMART and ESL.
- Programs must designate .5 of an hour each week in the teacher's schedule per student for packet preparation.
- Document student activities (Packets, tutoring hours)
  - Enter a "2" into ASISTS for each completed and returned packet (12 hours will be credited)
- Document and store the following documents in the student's folders:
  - AEPP Screening Tool Completed
  - Intake Process (ISRF)
  - Education and Employment Plan (EEP)
  - AEPP EPE Student Packet Assignment
  - AEPP EPE Student Work Time Record (1 per packet)
  - AEPP EPE Teacher Assignment Log (1 per month per student)

### **Distance Education Remote/Hybrid Tutoring Structure**

## **PY 26-27 Remote and Hybrid Distance Education and Fast Track Guidance**

- Tutoring may be provided in the following modalities if approved by AEPP. (Application must be submitted annually).
  - 100% Remote
  - 100% In Person
  - Hybrid
- Tutoring is an opportunity to provide targeted 1 on 1 or small group instruction to students on topics relevant to their packets.
- Each packet should be individualized to the student and therefore the tutoring should also be individualized for the student.
- Tutoring is NOT a class where students follow a curriculum and lessons.
- 3 hours of tutoring per week must be available to the student.
  - The student must be enrolled in a tutoring class.
  - The tutoring class must be shown on the PIF.
  - Daily attendance must be recorded for tutoring sessions.
- Follow the ASISTS Guidance for coding remote or hybrid tutoring

### **Remote and Hybrid Math Fast Track GRASP Packet Guidance**

#### **The purpose of Math Fast Track Grasp Packets is:**

1. Connect more examinees who were unsuccessful on the HSE exam with HSE preparation programs;
2. Build short-term, (“Fast Track”) instructional opportunities for test takers who indicate probable success on the HSE readiness assessment;
3. Significantly raise HSE math sub-test pass rates across the state; and
4. Significantly increase the effectiveness of HSE preparation throughout the state.

#### **Students who are eligible for Math Fast Track Grasp Packets are:**

1. Students who have attempted any one of the GED subtests and were not successful. The student only needs instruction in the areas related to the subtest(s) they did not pass.
2. Student has a conditional acceptance to a college or the military and must have an HSE/GED to enter.
3. Students only need to pass one or two more subtests to achieve the GED.

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### Math Fast Track GRASP Packets are:

- 18 packets available on collectedny.org
- Students may only complete each packet one time.
- Only 2 packets per month may be completed.
- “4” is entered into ASISTS (24 hours are credited)

### Requirements of the Program:

Document and store the following documents in the student’s folders:

- AEPP Screening Tool Completed
- Intake Process (ISRF)
- Education and Employment Plan (EEP)
- AEPP EPE Student Packet Assignment
- AEPP EPE Student Work Time Record (1 per packet)
- AEPP EPE Teacher Assignment Log (1 per month per student)
- Appendix 6

### Tutoring for Math Fast Track GRASP Packets

- Tutoring may be provided in the following modalities if approved by AEPP. (Application must be submitted annually).
  - 100% Remote
  - 100% In Person
  - Hybrid
- Tutoring is an opportunity to provide targeted 1 on 1 or small group instruction to students on topics relevant to their packets.
  - The packet may not be covered during tutoring.
- Tutoring is NOT a class where students follow a curriculum and lessons.
- **6 hours** of tutoring per week must be available to the student.
  - The student must be enrolled in a tutoring class.
  - The tutoring class must be shown on the PIF.
  - Daily attendance must be kept for tutoring sessions.
- Follow the ASISTS Guidance for coding remote or hybrid tutoring

**Note: Students who are only funded under Fast Track, are not subject to NRS requirements, but once the student is in a class that is funded by EPE or WIOA, they then fall under NRS guidelines.**