FORMER STUDENT FOLLOW-UP SURVEY
(SAMPLE)

WE NEED YOUR HELP!

Your response to this brief survey is critical for the improvement of our career & technical programs. Please take a minute to fill it out. Your responses will be kept strictly confidential. Thanks!

Please circle your answers

1. Are you currently attending school?
2. If yes, is your course of study related to the career & technical courses you took in high school? YES NO
3. What is your current employment status? (Check One)
   _____ Employed (Includes all employment except full-time military service.)
   _____ Full-time military service
   _____ Unemployed (Not employed, but actively seeking employment.)
   _____ Not in the labor force (Not employed and not seeking employment because of choice, illness, full-time student status, retirement, pregnancy, or other reason.)

NOTE: IF YOU ARE CURRENTLY EMPLOYED, PLEASE ANSWER THE REMAINING QUESTIONS.

4. Please provide the following information on your present job:

   Name and address of Company or Firm (If self-employed, please write self.)

   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

   City ___________________________ State ___________ ZIP ___________

   Job Title and Duties ______________________________________________

   Please circle your answers

5. Do you use skills you learned in your career & technical training in your present employment? YES NO

Thank-you for your help. Please return this form in the enclosed envelope; no postage required.
Conducting a Student Follow-Up

Purpose:

Student follow-up has always been a part of career & technical education and our Perkins measures. This commitment was reaffirmed in the standards adopted by the State Board of Career & Technical Education. Follow-up helps ensure that career & technical programs are meeting the needs of the students.

Description:

The follow-up that will be turned into Idaho Career & Technical Education (ICTE) is for program completers who have been out of school for approximately 7 months. The information required by ICTE is very basic, focusing on what the student is doing. A more extensive five-year follow-up is conducted periodically by ICTE using standard research procedures. The local school might also want to collect more extensive information to help with curriculum/program decisions within the school district.

Methodology:

1. In the spring of each year, instructors should identify graduating students who are classified as program concentrators, and enter their names on Form 10-S. **A Concentrator is a junior or senior student enrolled in a capstone course.**

2. The following December or January, those students who have been identified on the 10-S Form should be followed up.

3. The procedure for the follow-up should only be as complicated as necessary to collect the information needed. No one procedure is required or recommended; the only criteria is that it provide accurate data.

4. Suggested methods include:
   a. Have students address an envelope using an address they are sure will be the same 7 months later. This address could be that of a parent or relative who will know what the student is doing and would be willing to return a simple questionnaire explaining that information.
   b. Have students in the Business class call the students or the parents of the students as part of a class assignment. If you intend to use this method, you would need to collect telephone numbers and permanent addresses from the students before they graduate.
   c. Fill out the form using first-hand knowledge of the instructor and others in the district.

5. **Sample Survey** - The sample survey included with this packet could be modified for your school and either mailed or used as a telephone questionnaire. Please note that question number 5, "Do you use the skills you learned in your career & technical training in your present employment?" is especially important because it is used to determine whether the person is employed in a related field or not.