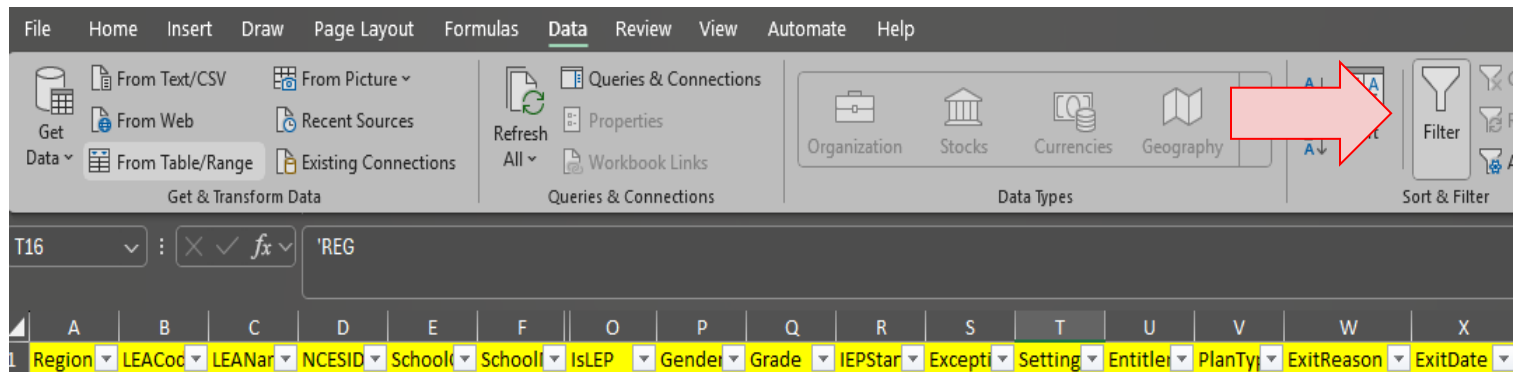


Indicator 14 ECATS Data Entry Instructions (Updated 2025)

1. Pull your PSU's exit data for the previous year. In ECATS, go to Reporting > Standard Reports > Special Education > Exit Count. Select:
 - Data Source: *OSEP/Final Reporting Database*
 - Count Period: *September 2024*

The screenshot shows the ECATS web application interface. At the top is a navigation bar with tabs: MAIN MENU, STUDENTS, WIZARDS, MY ACCOUNT, REPORTING (selected), EWS, and ADMIN. Below this is a sub-navigation bar with: SCHOOL SYSTEM, REPORTING (selected), SYSTEM INFO, SUMMARY, and ADMINISTRATION. The main heading is "Reports - Exit Count". Below the heading are two dropdown menus: "Data Source:" set to "OSEP/Final Reporting Database" and "Count Period:" set to "September 2024 | 07/01/2023 - 06/30/2024".

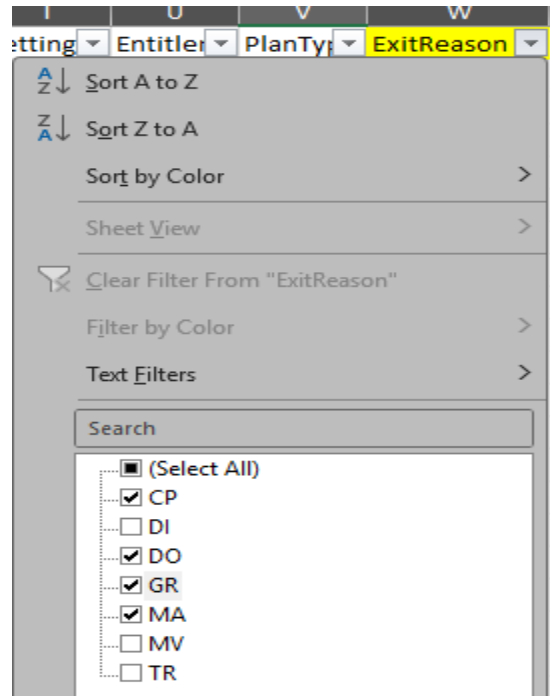
2. Filter the report by Exit Reason. Highlight the header row > Data > Filter.



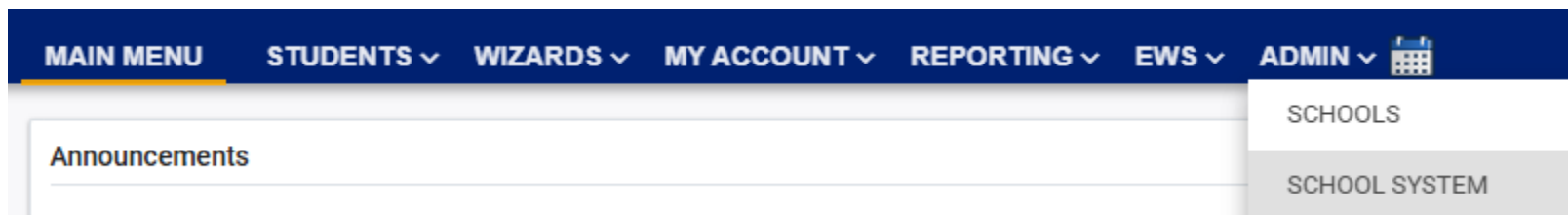
3. To identify the list of students who need to be surveyed, filter the Exit Reason column for students with these exit reasons:
 - Graduated (GR)
 - Dropped Out (DO)

Indicator 14 ECATS Data Entry Instructions (Updated 2025)

- Aged Out (MA)
- Received a Certificate (CP)

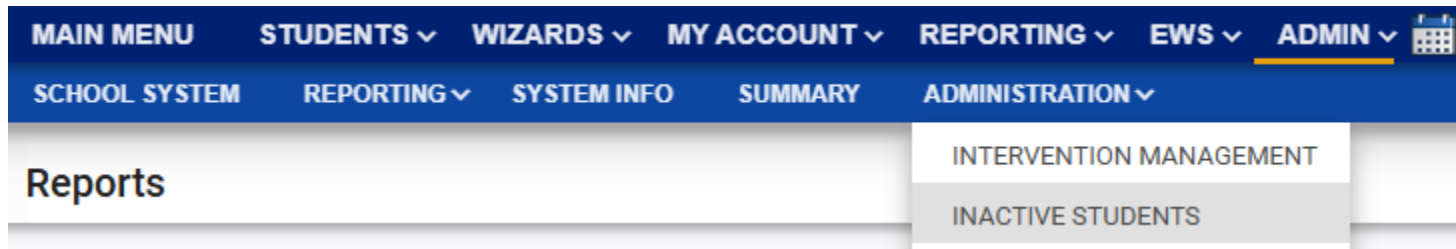


4. Students who meet the criteria for Indicator 14 are likely in the Inactive Students section of ECATS. In ECATS, search for the inactive student record to access the survey. Navigate to the secondary menu bar to conduct an inactive student search: Admin > School System.






Indicator 14 ECATS Data Entry Instructions (Updated 2025)

- From the secondary menu bar, navigate to Administration > Inactive Students.



- Enter search criteria. Click 'View Inactive Students'.

Criteria for Selecting Inactive Students to View

Last School Attended:	All Schools
Student Last Name:	
Student First Name:	
Student Middle Name:	
Date of Birth:	<input type="text"/> 
Student ID:	XXXXXXXXXX
Students Exited After:	<input type="text"/> 
Students Exited Before:	<input type="text"/> 
Exit Reason:	-Any-
Sort List By:	Student's Last Name

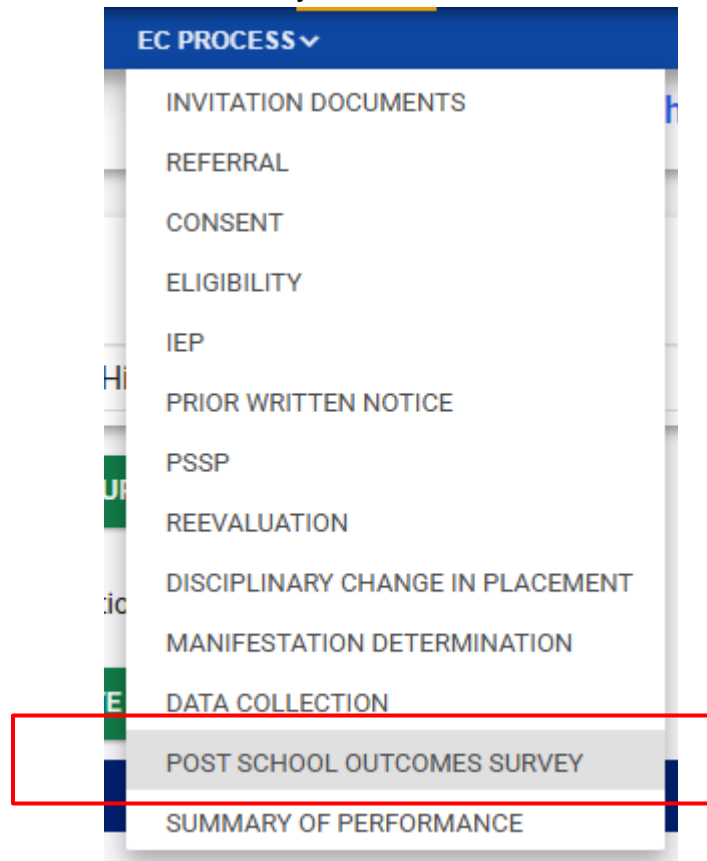
[VIEW INACTIVE STUDENTS *](#)

Indicator 14 ECATS Data Entry Instructions (Updated 2025)

7. From the Manage Inactive Students screen, click the inactive student's name link to access the record.

Manage Inactive Students					
<u>Student ID</u>	<u>Name</u>	<u>Date of Birth</u>	<u>School</u>	<u>Date Exited</u>	<u>Reason for Exiting</u>
[REDACTED]				05/23/2024	W6 High School Graduate

8. Select EC Process > Post School Outcomes Survey.



Indicator 14 ECATS Data Entry Instructions (Updated 2025)

9. If the student is eligible to be counted on Indicator 14, the student information will be filled in and you will be able to select from the drop list of answer choices.

Survey

The screenshot shows a survey form with the following fields:

- 1. Contacting LEA: A blacked-out redacted area.
- 2. Student PowerSchool Number: A blacked-out redacted area.
- 3. Student Last Known Disability: A blacked-out redacted area.
- 4. Student Exit Reason: A blacked-out redacted area.
- 5. Was Survey Completed?: A dropdown menu with a blue header bar. The menu is open, showing four options: "Yes", "No", "Unable to Reach Student", and "Student Declined to Comment".

10. The survey will walk you through the questions. Answers can be either entered in real time or entered from a paper copy ([blank PDF copy](#)). The questions begin with Question 5.

11. Once the questions are complete, click the 'Submit' button to save your results.

SUBMIT

Indicator 14 ECATS Data Entry Instructions (Updated 2025)

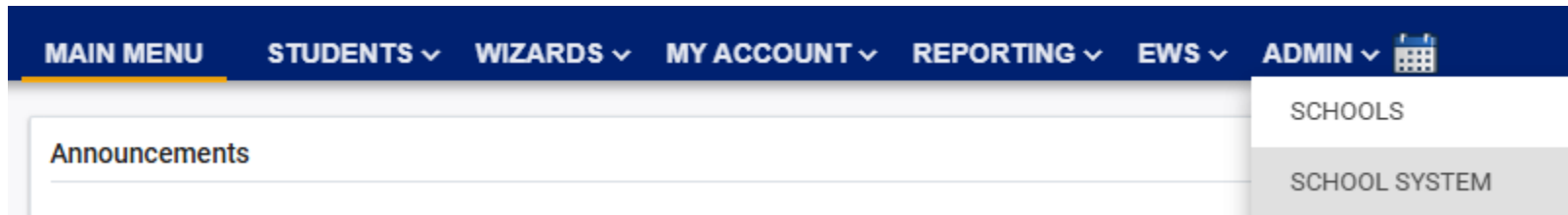
12. To ensure the students you have entered are complete, run the Indicator 14 report. In ECATS, Reporting > Standard Reports > Special Education > Indicator 14. Students will appear on the report once data is submitted into the survey.

The screenshot displays the ECATS Reporting interface. At the top, a navigation bar includes links for MAIN MENU, STUDENTS, WIZARDS, MY ACCOUNT, REPORTING, EWS, and ADMIN. The REPORTING dropdown menu is open, showing options for MY REPORTS and STANDARD REPORTS. Below this, the 'Reports' section is visible. On the left, a sidebar lists various report categories: Early Warning System, FAM-S, General, PaperClip, Progress Monitoring, Service Logging, and Special Education. The 'Special Education' category is selected. The main content area, titled 'Scheduled Reports', lists various reports in two columns. A red arrow points from the 'Child Count' report in the first column to the 'Indicator 14' report in the second column.

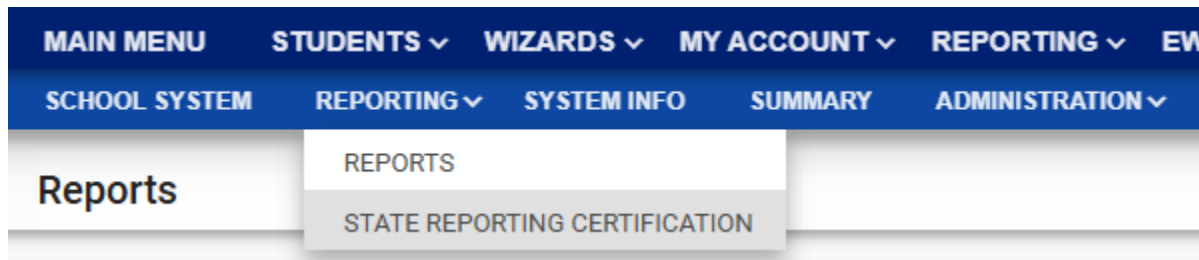
Category	Report Name	Format
Early Warning System	Accommodations Report School/Grade/Class/Test	Excel
	Caseloads as of a Point in Time	Excel
	Caseloads Report Admin	Excel
	Child Count	Excel
	Compliance by Case Manager	Excel
	Compliance by School	Excel
	Compliance by Students	Excel
	Compliance Summary	PDF
	Contacts Report	PDF
	ESY By School By Case Manager	Excel
FAM-S	ESY by Service	Excel
	Exit Count	Excel
	IEP Services Report with Location/Transportation	Excel
	IEP Services Report with Minutes	Excel
	Indicator 11	Excel
	Indicator 14	Excel
	Indicator 5	Excel
	Indicator 6	Excel
	Indicator 7	Excel
	Missing Progress Report	Excel
General	Overdue Eligibility/IEP Report	Excel
	Progress Report Status	PDF
	Projected/Missed Eligibility Meetings	Excel
	Projected/Missed IEP Meetings	Excel
	Progress Monitoring	Excel
	Service Logging	Excel
	PaperClip	Excel
	Special Education	Excel
	Standard Reports	Excel
	Summary	Excel

Indicator 14 ECATS Data Entry Instructions (Updated 2025)

13. After all students have been documented on the Indicator 14 report (regardless of survey response answers), you may certify the data in the reporting system: Admin > School System.



14. From the secondary menu bar, select Reporting > State Reporting Certification.



15. Locate the Indicator 14: Post School Outcomes.

Indicator 14 ECATS Data Entry Instructions (Updated 2025)

State Reporting Certification For

Timeframe

Report

Indicator 5: Educational Environments for Ages 6-21

Indicator 6: Educational Environments for Ages 3-5

Indicator 7: Preschool Outcomes

Indicator 11: Child Find

Indicator 14: Post School Outcomes

Certify/Decertify

CERTIFY

16. Select the Certification check box, then click 'Certify Indicator 14'.

Certification

☒ I certify that the information was submitted and accepted by ECATS for Region/LEA: |

Indicator 14 ECATS Data Entry Instructions (Updated 2025)



17. Return to the State Reporting Certification screen to confirm Indicator 14 is certified. Check for the following:

- A green check mark in the Certified column
- A name under the Certified By column
- A date under the Date Certified column
- The 'Decertify' button in the Certify/Decertify column
- The 'View' button in the Details column

Report	Report Date	Certified	Certified By	Date Certified	Certify/Decertify	Details
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18. After you have certified Indicator 14, you may then print the certification status by clicking the 'View' next to the certified Indicator 14 report. Then, on the Summation Data screen, click 'Print Certification Status'.

Indicator 14: Post School Outcomes	06/30/2023	✓	Tory Lawrence	11/14/2024	Finalized	VIEW
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Indicator 14 ECATS Data Entry Instructions (Updated 2025)

Summation Data

Number of records for Indicator 14 Survey: 0

PRINT CERTIFICATION STATUS