



# Project Overview Statement

## *Executive Summary*

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**Project Title:** EPI Supplemental Application and Reporting  
**Project ID:** 150  
**Last Updated:** 4/18/2007  
**Project Leader:** Julia Vattiato  
**Department:** Academic Affairs  
**Executive Sponsor:** Ken Ross

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### PROJECT BUSINESS CASE

#### Project Overview

The EPI program is a unique post-baccalaureate teacher certification program. The program has restricted enrollment and all applicants are required to complete a supplemental application, describing their teaching interests and experience, as well as be interviewed by the program director. The supplemental application will provide the program with information needed for required Florida Department of Education (FLDOE) and SUCCEED, Florida grant reports.

In order to accurately report candidate participation and completer information, the EPI program needs three things completed:

1. the program requires a supplemental application with specific questions relating to teaching interests and experience
2. the EPI program code (F100) needs to be added to BCC's general admissions application on facts.org (to correctly identify candidates and expedite the transcript review process)
3. the program needs to be able to access and input Florida Teacher Certification Examination score reports on the CID system

#### Business Goals

- The supplemental application will provide additional candidate information related to teaching experience and interests that the general BCC application does not provide.
- Update BCC's application on Facts.org to reflect the EPI (F100) program objective so that candidates do not have to choose "Non-degree seeking"
- Facilitate and expedite the transcript review process by correctly identifying EPI candidates at the first point of contact (BCC's application on Facts.org)
- Utilize the CID "Test screens" to input FTCE grade reports to be able to track the status of EPI students while in the program and report accurate completer data to the FLDOE

#### Success Factors

- We will be in compliance with FLDOE requirements as well as the SUCCEED, Florida grant reports.
- We will be able to accurately report student participation and program completion data to the FLDOE.