

TITLE: 2024-25 College and Career Readiness Survey (CCRS)

NUMBER: REF-068900.6

ISSUER: Dr. William Johnston
Executive Director
Office of Data and Accountability

DATE: March 31, 2025

DUE DATE: Not Applicable

PURPOSE: This Reference Guide provides instructions for schools and Regional Districts for the administration of the College and Career Readiness Survey. Results from this online survey will inform District practices and services that support students in grade 12 as they plan for and transition to college and/or career.

MAJOR CHANGES: This Reference Guide replaces REF-068900.5, dated March 29, 2024. The date for the survey administration window has been updated to reflect the current school year. The following represent the one major change and the action items:

- The length of the CCRS has been shortened to reduce the amount of time it takes students to complete the survey.
- **Action Items:**
 - ✓ **Identify CCRS Contact in Principal Portal** (*see Section C below for instructions*).
 - ✓ **Administer CCRS:** May 1, 2025 through June 10, 2025.

INSTRUCTIONS: The District launched the College and Career Readiness Survey to provide central office and school sites with information about high school students' experiences planning for, applying to, and enrolling in college and also about their career planning. This survey asks students in grade 12 questions about:

- the types of college- and career-related support they received during their high school years,
- the challenges they faced during the college application and

ROUTING

Regional Administrators
High School Principals
Other Site Administrators
School Admin. Assistant

enrollment process,

- the colleges to which they applied and to which they were accepted,
- the types of financial aid they have been awarded, and
- the colleges at which they plan to enroll once they graduate high school

SCHOOL RESPONSIBILITIES

Students in grade 12 at all traditional high schools, special education schools, continuation schools, and affiliated charter schools should complete this online survey. To ensure that survey results are reflective of student needs and experiences at your school, please take steps to ensure that all eligible seniors participate in the College and Career Readiness Survey.

A. Survey Administration: The administration of the 2024-25 College and Career Readiness Survey will take place between **May 1 and June 10, 2025**. Schools must administer the survey to eligible students in grade 12 *no later than the last day of the survey window* (Tuesday, June 10, 2025).

To access the College and Career Readiness Survey, students must:

1. Open the email sent to their LAUSD MyMail account inbox.
2. Click the link provided in the email [Note: Each student will receive his/her/their own UNIQUE URL]

Note: Students who enroll on or after April 1, 2025 should *not* participate in the survey. They will not receive an email and they will not be able to log into the survey.

Most students will need less than 20 minutes to complete the survey. While schools can choose any time during the school day to administer the survey, at least 40 minutes should be scheduled so that all students have time to login to their school-approved electronic device (e.g., Chromebook or desktop/laptop computer) and complete the survey.

Confidentiality of Survey Data: Survey results are confidential and no identifiable data are ever shared with school sites or third parties. Only LAUSD's Data Governance & Reporting Branch staff (not school site staff) can access the full survey data and must adhere to strict data privacy protocols. Results are only shared in a de-identified format and are publicly reported as summary data only if

there is a sample size of at least 11 individuals.

- B. Communication:** Schools need to communicate with school community members to ensure students, staff, and parents know about the survey and understand why it is important for students to complete the survey.

NOTE: To help schools monitor participation rates, weekly updates will be available during the survey window and also shared with Regional Superintendents and administrators each week. Contact your Regional Data Coordinator for access to the folder where these files are kept. Schools can also access the latest participation rates on the [CCRS website](https://www.lausd.org/Page/15712): <https://www.lausd.org/Page/15712>

**RELATED
RESOURCES:**

College and Career Readiness Survey website: <https://www.lausd.org/ccrs>
Guiding Postsecondary Success for L.A. Unified: <https://a-g.lausd.org>

ATTACHMENTS: Not Applicable

ASSISTANCE:

For assistance with survey administration issues or general questions, call the College and Career Readiness Survey Support Team at (213) 241-5600 or send an email to CollegeReadiness@lausd.net.

For questions about college readiness initiatives in the District, call (213) 241-6895 or contact Carol Alexander (carol.alexander@lausd.net) in the Division of Instruction.