**Adult Education Program**

**CRN Milestone Progress Report**

All Adult Education providers must complete this form for any Integrated Education & Training (IET) or workplace literacy students eligible to earn Measurable Skill Gains (MSG) through progress toward milestones. This form can be used for IET or workplace literacy classes where all students enrolled in a CRN are working towards the same milestone. Upon milestone completion, the completed form must be uploaded to Georgia Adult Learners Information System (GALIS) as documentation of successful milestone completion. Only milestones with proper documentation uploaded in GALIS will count as MSGs.

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| **CRN Milestone Progress Report** |
| **Fiscal Year**:  | **Adult Education Program**: | **CRN**:  |
| **Program Type**: [ ]  IET [ ]  Workplace Literacy  | **Approved Milestone**: |
| **Milestone Method of Evaluation**: |
| **Student First Name** | **Student Last Name** | **GALIS ID** | **Date of Completion** |
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(add additional rows as needed)

**In the pages that follow, include copies of additional supporting documentation for each completed milestone (i.e. awarded certificates, letters from employer or training provider, score reports, etc.).**

I certify that the students listed above have successfully completed the identified progress milestone for the IET or workplace literacy class according to the agreed upon method of evaluation.

**Employer Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Printed Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_