

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM
Policy # 1.110

Title: Data Matching

Authority: Board Action

Original Adoption: February 9, 2011

Effective Date: February 9, 2011

Last Revision: December 11, 2019

- A. The state of Louisiana uses data matching as the methodology to follow up on the National Reporting System (NRS) primary indicators of performance. The Social Security Number (SSN) of the learner will be used to match data with Louisiana Workforce Commission (LWC) employment records, the National Student Clearinghouse post-secondary enrollment and for other federal or state required reports.
- B. The SSN of the individual student is used by the Louisiana Community and Technical College System (LCTCS) only to search records. The resulting data is reported in aggregate format without any individual identifiable information. Accurate Social Security Numbers are critical to the success of the data matching process. Local programs are responsible for checking enrollment forms for missing or invalid SSNs and are prohibited from "making up" a SSN for a student. If a student fails to provide his/her SSN, local programs should follow up with the student to obtain the SSN. A student may refuse to provide his/her SSN to a local program; however, local program personnel will explain how this information is used and its importance in demonstrating program performance.
- C. Upon completion of the data-matching process, LWC provides the LCTCS with a list of students who achieved the specified outcomes and these outcomes are reported back to local programs. The data matching process specifically tracks those students with the Primary Indicators of Performance as outlined in WIOA.