2025-2026 Federal Table 7

Due June 30, 2026

Program: _____

Completed by: _____

HIGHER EDUCATION COORDINATING COMMISSION
Office of Community Colleges and Workforce Development (CCWD)
3225 25th Street SE, Salem, OR 97302
www.oregon.gov/HigherEd
www.oregon.gov/HigherEd/CCWD

Enter an unduplicated count of personnel by function and job status

Function (A)	Adult Education Personnel		Unpaid Volunteers (D)
	Total Number of Part-time Personnel (B)	Total Number of Full-time Personnel (C)	
State-level Administrative/ Supervisory/Ancillary Services			
Local-level Administrative/ Supervisory/Ancillary Services			
Local Counselors			
Local Paraprofessionals*			
Local Teachers			
Teachers' Years of Experience in Adult Education			
Less than one year			
One to three years			
More than three years			
Teacher Certification			
No certification			
Adult Education Certification Oregon does not have an Adult Education Certificate. If applicable it would be from another state and should not be recorded here.			
K-12 Certification			
Special Education Certification			
TESOL Certification			

In Column *B*, count one time only each part-time employee of the program administered under the Adult Education State Plan who is being paid out of Federal, State, and/or local education funds.

In Column *C*, count one time only each full-time employee of the program administered under the Adult Education State Plan who is being paid out of Federal, State, and/or local education funds.

In Column *D*, report the number of volunteers (personnel who are not paid) who served in the program administered under the Adult Education State Plan.

Report adult education experience and certification for paid teachers only, not volunteers. **The total number of teachers for which experience is reported must equal the total number of teachers reported in Columns B and C**.

For certification, report all certifications a teacher has. Multiple responses are allowed. **Report teachers who lack certification in the "No Certification" category. Must at least equal the total number of teachers reported in Columns B and C. Please note: Grey cells remain blank.**

*Local Paraprofessionals – Instructional Assistants, Tutors, TOPS Staff, Support Staff