



Science and Technology Entry Program 2024 – 2025 Report



Interim Report Due March 15, 2025	Final Report Due September 15, 2025
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<p style="text-align: center; color: purple;"><i>Please upload the completed report workbook to your program's GoAnywhere folder.</i></p> <p style="text-align: center;"><i>If your program does not currently have access to the GoAnywhere Secured Server web client, please contact your SED liaison for further assistance.</i></p>	<p style="text-align: center; color: purple;"><i>Please also upload to GoAnywhere the completed, appropriately <u>signed</u> and dated cover page.</i></p> <p style="text-align: center;"><i>If you need assistance in getting the fully signed cover page uploaded, please contact your SED liaison.</i></p>
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12-Digit BEDS Code, Project Number, Contract Number and Institution name:

Project Name:		Please select your Report Submission:
Address 1:		
Address 2:		
City, State and Zip Code:		

STEP Director/PI Name:	Data Contact Name:	Other Contact (optional):	Other Contact (optional):
STEP Director email:	Data Contact email:	Other contact email:	Other contact email:
STEP Director/PI telephone:	Data Contact telephone:	Other Contact telephone:	Other Contact telephone:

Attestation and Type Name and Sign

By signing below, I certify that the information contained in this final report is true, correct and complete and that the institution has verified that each STEP participant has met the minimum requirements needed to participate in the STEP program as described in the RFP and any applicable statutes. I further understand that information contained in these reports may be shared at the individual student level or aggregate level with internal stakeholders and at the aggregate level only with external stakeholders.

Type name:	Type name:
Sign & date:	Sign & date:
STEP Director/Date [Interim & Final Report]	Institution President or Representative/Date [Final Report]

For NYSED use only **date received:**

Proper Signatures

Signatures are REQUIRED on REPORTS.

**The program director must sign the Interim Report Cover Sheet.
Note that the program director and the institution president or representative must sign
and date the Final Report Cover Sheet.**

There are three acceptable ways to sign and submit the cover sheet. Please choose ONE from the following:

- 1) Wet ink sign the Cover Sheet. Then, scan it and upload it to GoAnywhere.
- 2) Place digital signatures* on the Cover Sheet. Then, upload it to GoAnywhere.
- 3) Wet ink sign the Cover Sheet and mail it to the attention of your Program Officer at the NYSED C/STEP office. **

*From Adobe.com:

A digital signature is a specific kind of electronic signature that is typically more secure, has built-in protective features, and embeds information if anyone tries to change a document.



Diane Ramos Digitally signed
by Diane Ramos
Date: 2022.03.15
13:10:41 -0700

From 1/9/24 NYSED C/STEP Report Form training

**NYSED C/STEP prefers the completed Cover Sheet is uploaded to GoAnywhere as opposed to mailing.