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**Instructions for Completion of Form PSR 0026  
Annual Placement Report**

List, by name, currently approved programs and the level (i.e. Advanced Degree, Associate, Diploma, or Certificate). **NOTE:** Out-of-state schools need to list Ohio students only.

**Total Enrollment:** All students who were enrolled in a program any time between the time period listed on report must be counted. If a student enrolled in a program and dropped out (for any reason) then re-enrolls, during the period, the student should NOT be counted again.

**Completions:** All students who completed a program during the time period listed on report must be counted and reported.

**Withdrawals:** Students who are dismissed or withdraw, for any reason, during the time period listed on report must be counted and reported. However, if the same student re-enrolls, and then withdraws, the student should NOT be counted.

**Continuing Students:** All students still enrolled at the end of the time period listed on report.

**Available for Placement:** The number of students who are available for placement.

**Not Available for Placement:** The number of students who, for whatever reason, are unavailable for placement. These could be students who are already employed and are not seeking placement. Also, this number could include students who have failed to report their placement status to the school.

**Placed Related:** The number of students who completed a program during the time period listed on report, who were placed into a permanent type of employment that was directly related to their program of instruction at the school.

**Placed Unrelated:** The number of students who completed a program during the time period listed on report, who were placed in a permanent type of employment that was NOT directly related to the program of instruction at the school.