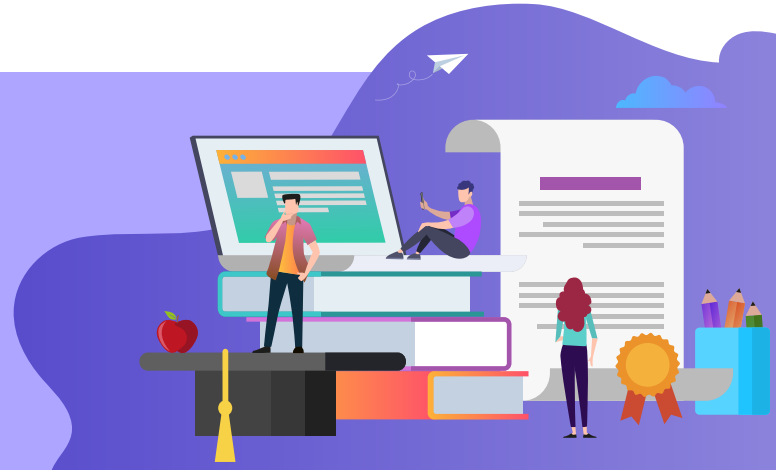


# Adobe Sign savings calculator

See how much your school or district could save by going paperless with Adobe Sign.



The average school district processes 20 forms per student annually—that's a *lot* of forms. And around 80% of these forms are still paper based. This approach is time-consuming, error prone, hard to manage—and expensive.

Going paperless with Adobe Sign changes everything. Adobe Sign introduces a secure, compliant workflow experience that makes creating, tracking, and managing forms easy. And for educational institutions facing ever-present budget pressures, eliminating paper saves significant amounts of time and money.

Use the [simple tool](#) on the following page to estimate how much your school or district could save by introducing Adobe Sign.

## Key benefits of Adobe Sign

### Simple, intuitive user experience

- Provide a digital-first experience
- Get anytime access to forms
- Fill, sign, and submit on mobile
- Supports Windows and macOS
- Send instant confirmations

### Efficient, productive workflows

- Save an average of US\$6 and 1.5 labor hours per form
- Deliver 95% faster signing times
- Track forms and send reminders to signers
- Get Adobe Sign integration with Microsoft 365 applications and workflows
- Archive and find completed forms

### Built for remote operations

- Eliminate the need to collect signatures in person
- Complete workflows without copiers, scanners, or fax machines
- Collect forms from distance learning students

## Adobe Sign works everywhere\*



### Student services

- Release and permission forms
- IEP/504 forms
- Device distribution
- Athletics waivers



### Faculty/staff management

- [Offer letters](#)
- Employee onboarding
- PTO management
- Expense approvals



### Operations management

- Vendor agreements
- Supplier compliance forms
- [Lease agreements](#)

\* High value/high impact use cases; not comprehensive

# K-12 savings calculator

Using Adobe Acrobat Reader DC, fill out the form below to help estimate how much you can save by using Adobe Sign at your school.



Population		
Number of students		
Teacher-to-student ratio <sup>1</sup>	1 to	
Administrator-to-student ratio <sup>1</sup>	1 to	
Percentage of students requiring an IEP <sup>2</sup>		13%
Turnover rate		
Leaving teaching <sup>2</sup>		8%
Transferring to another school/district <sup>2</sup>		8%

<sup>1</sup> The 1:16 and 1:32 ratios are recommended based on national averages.

<sup>2</sup> These fields are used as a reference to set the baseline forms per month for teachers and administrators. More IEPs and higher turnover rates increase the forms per month for teachers and administrators.



Forms		
Estimated forms per student per year <sup>3</sup>		
Estimated forms per teacher per month <sup>4</sup>		
Estimated forms per administrator per month <sup>5</sup>		
Number of months worked per year		

<sup>3</sup> Benchmark is 20 forms per student per year.

<sup>4</sup> Benchmark is 2.5 forms per student per week.

<sup>5</sup> Benchmark is 4 forms per teacher per week.



Cost and labor		
Total cost per form <sup>6</sup>		
Total labor per form <sup>6</sup>		hrs

<sup>6</sup> Benchmark estimates of \$6/1.5 hours are based on data from The National Center for Education Statistics (NCES) and "The Total Economic Impact of Adobe Sign," a commissioned study by Forrester Consulting on behalf of Adobe, August 2019.



Estimated impact		
Paper forms eliminated		
Dollars saved		
Admin hours eliminated		hrs

## Priority use cases

Use this space to highlight time-sensitive, high-volume workflows within HR, procurement, or students services where [going paperless](#) could create an immediate and significant impact at your institution.

### Student services

### Faculty/staff management

### Operations management

