



425 W. Capitol Ave
Suite 205
Little Rock, AR 72201



contact@coasime.com



www.coasime.com



501.900.3025

COMPANY PROFILE

Women Owned Small Business
Minority Owned Business

DUNS
117660277

CAGE CODE
8QE04



CAPABILITIES

COASiME Management & Consulting LLC™ is an SBA Certified woman owned small business organization consisting of Administrative and Educational Services professionals with decades of experience in records management, and data integrity with a focus on Registrar related and Enrollment Management functions and academic program management. We specialize in project and program portfolio management with the objective to prepare small, medium, and large sized private and public sector educational institutions and businesses, to meet the high-quality expectations of today's educational community. We provide resources and procedural guidance to ensure any gaps in operational functions are mitigated, utilizing best practices for data integrity and processes.

MISSION

COASiME Management & Consulting LLC's mission is to provide complete solutions to private and public institutions, to help them meet the exceptional standards their clientele demands.

KEY DIFFERENTIATORS

Our unique 360-degree perspective differentiates us, with capabilities that enables us to help firms successfully create processes, manage data, and implement improvements in their organizations. We also fill gaps with educational services, and we offer the best in quality and innovative project management, by delivering solutions to enhance organizational compliance protocols, and satisfy customer needs.

SERVICES

Administrative management of large academic functions
Integrate and streamline operations
Develop short-term and long-term volume forecasts
Support operational activities and workflows
Support Student Information Systems and Enterprise cloud applications
Learning Management Systems (LMS), Web conferencing tools, and Website updates
Support Organizational Finance, and Human Resources
Support Admissions, Student Accounts, and Registrar functions
Manage coordination & logistics for programs and events
Project and program portfolio management
Clearinghouse reporting

NAICS CODES

541611 - Administrative Management and General
Management Consulting Services

611710 - Educational consultants / Educational
Services

561110 - Office Administrative Services