

ARIZONA DEPARTMENT OF EDUCATION

Jaime A. Molera
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
1535 West Jefferson
Phoenix, Arizona 85007
(602)-542-5695
(602)-542-3099 fax

SCHOOL FINANCE MEMORANDUM 02-047

TO: Chloride Elementary District, Littlefield Unified District, Mohave County Superintendent

FROM: Maggie Singler

DATE: March 29, 2002

SUBJECT: Certificate of Educational Convenience Students Attending Schools in an Adjoining State (A.R.S. 15-825.01)

All required worksheets to claim tuition of Certificate of Educational Convenience A (CEC-A) for students attending school in an adjoining state (A.R.S. 15-825.01) are posted on the Department's web site in Excel format at <http://www.ade.az.gov/schoolfinance/Forms/CEC/Default.asp>. The "Tuition Worksheets for Students Attending Schools in an Adjoining State" are to be completed by the district of residence. The students attending school out of state must be reported on the Membership and Absence Report under the appropriate out of state district's County Type District number. The district of residence must complete page 1 of the forms to compute an equalization base for the CEC-A students. The calculated tuition on page 2 is equal to the lesser of the tuition charged or the attending districts guaranteed tuition level minus the equalization base for the students. If line 5 on page 2 is negative, the district will not receive excess tuition for these students as the amount of support the district received per student is more than the attending district's tuition charge. Excess Tuition is received if costs are in excess of the equalization base. The district of attendance must complete page 2, the "Tuition Worksheet for Students Attending School in an Adjoining State". This form is to be forwarded to the district of attendance by the district of residence. ***Please return completed forms to School Finance by April 15, 2002 to ensure payment during fiscal year 2002.***

The Regular Education Student Counts for your CEC out of state students will be listed on the ADMS 40-1, Current/Prior Year Residence ADM and ADA, report. This report is posted on your district's home page on the Department's web site at <http://www.ade.az.gov/districts/>.

The CEC funding for your school district is dependent on valid certificate information. If any student certificate does not show a Special Education Census Student ID number and the student has been reported on the Special Education Census you must amend the certificate with the correct Census Student ID number and return the form to School Finance. Any students that are reported on the Special Education Census as a CEC student and do not have corresponding information on the students certificate will be deleted as a CEC student from the Census and they will NOT be funded as a CEC student. ***Please submit any necessary corrections by April 15, 2002 in order to received any eligible for funding during fiscal year 2002.***

If you have any questions regarding CEC's please contact Maggie Singler at (602) 542-8244 or e-mail <mailto:msingle@ade.az.gov>.

cc: County School Superintendents