

# Confirmation of Part-Time Funding Eligibility

Form AUD-109

July 2025

School Auditing Office

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## Information

Pursuant to 1 CCR 301-39, rule 5.06(1), unless a pupil is reported by the district as:

* being in kindergarten;
* receiving services under an IEP;
* identified as participating in High School Equivalency Diploma (HSED) program;
* identified as a home-based education student receiving educational services by the district; or
* identified by the Department as being in their fifth year of high school or beyond

a district shall obtain documentation which describes the reasons the pupil is enrolled part-time and confirms how the pupil is compliant with the Compulsory school attendance requirements of Section 22-33-104, C.R.S.

## Part-Time Funding Identification

Districts report part-time funding eligibility within the Student October Count data collection by entering the appropriate ‘Public School Finance Funding Status’ (i.e., funding code) within the Student School Association file. These part-time funding status values include:

* ‘82’: part-time, nonspecific
* ‘85’: part-time, home-based education
* ‘94’: part-time online (single-district)
* ‘95’: part-time online (multi-district)

If a student is reported with a part-time funding code, in conjunction with any of the following, the “Confirmation of Part-Time Funding Eligibility” form does not need to be completed.

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| **Allowable Reason** | **Interchange File** | **Field and Value** |
| Kindergarten Student | Student School Association | Entry grade- value ‘006’ or ‘007’ |
| Receiving Services per IEP | Student Demographic | Primary disability- value other than ‘00’ |
| Attending HSED | Student Demographic | Attends District Funded HSED Program- value ‘1’ |
| Home Based Education | Student School Association | Home Based Education- value ‘1’ **AND/OR** Public School Finance Funding Status- value ‘85’ |
| Identified as being in 5th year of high school or beyond |  | This status will be confirmed by the Department based on the student’s calculated “anticipated year of graduation” |

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| Colorado Department of Education School Finance and Operations Department Logo  ***Confirmation of Part-Time Funding Eligibility (Form AUD-109)***  Pursuant to 1 CCR 301-39, rule 5.06(1), unless a pupil is reported by the district as being in kindergarten, receiving services under an IEP, identified by the Department as being in their fifth year of high school or beyond, or identified as participating in High School Equivalency Diploma program, or identified as a home-based education student receiving educational services by the district, **a district shall obtain documentation which describes the reasons the pupil is enrolled part-time and confirms how the pupil is compliant with the Compulsory school attendance requirements of Section 22-33-104, C.R.S.**  Please complete the following fields for the student listed below: |
| **Student Information** |
| ***SASID***  ***Last Name, First Name***  ***Date of Birth*** |
| **School or Program Information** |
| ***Name of School***  ***Name of Program (if applicable)***  ***Student Grade*** |
| **Question 1—Describe the reason the student was reported with a part-time funding code** |
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| **Question 2—Confirm how the student is complying with the compulsory school attendance requirements** |
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