

Transferring from:
One Colorado Public School District
TO
Another Colorado Public School District:
During the 11-Day Count Period

A student who enrolls in a Colorado public school district (receiving district) from another Colorado public school district (sending district) after the pupil enrollment count date, but before the end of the 11-day count period, may be eligible to be included in the funded student count of the receiving district IF:

- (1) The student was not eligible to be included for funding by the sending district AND
- (2) The student had established attendance during the current school year at the sending district

In the event both criteria apply, then the receiving district may submit the student for funding IF:

- (1) The student enrolled and established attendance prior to the end of the 11-day count period in the receiving district AND
- (2) The student had a schedule in place prior to the end of the 11-day count period in the receiving district that would support funding eligibility AND
- (3) The receiving district had documentation from the sending district that showed that the student had established attendance during the current school year at the sending district.

Scenarios: The following scenarios assume that both District A and District B had pupil enrollment count dates of 10/5.

Scenario 1:

Student is enrolled and in attendance at District A on 10/5 in the morning, then transfers to District B on 10/5 and establishes attendance in the afternoon.

Who Can Count the Student?

- Even though the student was in attendance in the morning at District A, District B can submit the student for funding as it is the receiving district AND because the student met the membership requirement on the pupil enrollment count date (10/5).

Scenario 2:

Student is enrolled and in attendance at District A on 10/5, then transfers to District B on 10/7 (during the count window).

Who Can Count the Student?

- District A can submit the student for funding since the student was enrolled and in attendance on the pupil enrollment count date, and the student did not transfer to, and meet the membership requirements at, District B until after the pupil enrollment count date.

Scenario 3:

Student is enrolled at District A on 10/5, but was absent on 10/5. Student attended district A on 9/29 and 10/6, but then transferred to District B on 10/7 (during the count window). The student establishes attendance at District B on 10/7.

Who Can Count the Student?

- District A can submit the student for funding since the student met both the enrollment and attendance criteria for funding eligibility at District A prior to transferring to District B.

Scenario 4:

Student is enrolled at District A on 10/5 and attends during the current school year, but does NOT attend on or after 10/5 prior to transferring to District B on 10/7 (during the count window). The student establishes attendance at District B on 10/7.

Who Can Count the Student?

- District B can submit the student for funding since the student did **NOT** meet the attendance criteria at District A, and because the student transferred from another Colorado public school district during the pupil enrollment count period.

Scenario 5:

Student is enrolled at District A on 10/5 and attends during the current school year, but does NOT attend on or after 10/5 prior to transferring to District B on 10/14 (after the count window). The student establishes attendance at District B on 10/14.

Who Can Count the Student?

- Neither district can submit the student for funding as the student did not meet the enrollment or attendance criteria at District A, and did not transfer to District B during the 11-day count period.

Scenario 6:

Student was last in membership at District A during the previous school year, but did NOT establish attendance during the current school year prior to transferring to District B on 10/7 (during the count window). The student establishes attendance at District B on 10/7.

Who Can Count the Student?

- Neither district can submit the student for funding.
 - Since the student did NOT establish attendance on or before 10/5, the student is not eligible for funding at District A (even if the student had a schedule).
 - Since the student transferred from another Colorado Public School District, but did NOT attend during the current school year, District B cannot submit the student for funding (even though the student transferred in and established attendance during the count window).

****Any district submitting a student for funding must also be prepared to provide all applicable documentation as described and referenced in the Student October Count Audit Resource Guide:***

<http://www.cde.state.co.us/cdefinance/studentoctobercountauditresourceguide>

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One Colorado Public School District
TO
Another Colorado Public School District:
During the 11-Day Count Period**

A student who enrolls in a Colorado public school district (receiving district) from another Colorado public school district (sending district) after the pupil enrollment count date, but before the end of the 11-day count period, may be eligible to be included in the funded student count of the receiving district **IF**:

- (1) The student was not eligible to be included for funding by the sending district **AND**
- (2) The student had established attendance during the current school year at the sending district

In the event both criteria apply, then the receiving district may submit the student for funding **IF**:

- (1) The student enrolled and established attendance prior to the end of the 11-day count period in the receiving district **AND**
- (2) The student had a schedule in place prior to the end of the 11-day count period in the receiving district that would support funding eligibility **AND**
- (3) The receiving district had documentation from the sending district that showed that the student had established attendance during the current school year at the sending district.

Scenarios: The following scenarios assume that District A had a pupil enrollment count date of 10/5 (official pupil enrollment count date) and District B had an approved alternative pupil enrollment count date of 10/14.

Scenario 1:

Student is enrolled and in attendance at District A on 10/5 (their count day), then transfers to District B on 10/13 (just prior to their alternative count date).

Who Can Count the Student?

- District A can submit the student for funding since the student was enrolled and in attendance on the official pupil enrollment count date (10/5).

Scenario 2:

Student is enrolled at District A on 10/5, but was absent. Student attended district A on 9/29 and 10/6, but then transfers to District B on 10/13 (just prior to their count date). The student establishes attendance at District B on 10/13.

Who Can Count the Student?

- District A can submit the student for funding since the student met both the enrollment and attendance criteria for funding eligibility at District A prior to transferring to District B.

Scenario 3:

Student is enrolled at District A on 10/5 and attends during the current school year, but does NOT attend on or after 10/5 prior to transferring to District B on 10/14 (their alternative count day). The student establishes attendance at District B on 10/14.

Who Can Count the Student?

- District B can submit the student for funding since the student did **NOT** meet the attendance criteria at District A whose pupil enrollment count date was 10/5, and because the student transferred to District B on their alternative count date.

Scenario 4:

Student is enrolled at District A on 10/5 and attends during the current school year, but does NOT attend on or after 10/5 prior to transferring to District B on 10/17 (after their alternative count date, but during their count window). The student establishes attendance at District B on 10/17.

Who Can Count the Student?

- District B can count the student since the student was not eligible to be counted by District A (because the student did not meet the attendance criteria prior to transferring), and because the student enrolled and established attendance after the alternative count date, but during the 11-day alternative count window for District B.

Scenario 5:

Student was last in membership at District A, but did NOT attend during the current school year prior to transferring to District B on 10/17 (after their alternative count date, but during their count window). The student establishes attendance at District B on 10/17.

Who Can Count the Student?

- Neither district can submit the student for funding.
 - Since the student did NOT establish attendance on or before 10/5, the student is not eligible for funding at District A (even if the student had a schedule).
 - Since the student transferred from another Colorado Public School District, but did NOT attend during the current school year, District B cannot submit the student for funding (even though the student transferred in and established attendance during the alternative count window)

****Any district submitting a student for funding must also be prepared to provide all applicable documentation as described and referenced in the Student October Count Audit Resource Guide:***

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Transferring from:
A Colorado Private School or Home-Based Educational Setting
TO
A Colorado Public School District:
During the 11-Day Count Period

Students transferring into a Colorado public school district after the pupil enrollment count date, but during the 11-day count window may be eligible for funding ONLY if they transfer from another Colorado public school district. If the student transfers from a Colorado private school or home-based educational setting after the pupil enrollment count date, then the student is not eligible to be submitted for funding.

Scenarios: The following scenarios assume that the pupil enrollment date for District A is 10/5.

Scenario 1:

Student transfers from a Colorado Private School to District A on 10/5 and establishes attendance on that same day (10/5).

Can District A submit the Student for Funding?

- Yes, District A can submit the student for funding since the student enrolled and established attendance on the pupil enrollment count date (10/5).

Scenario 2:

Student transfers from a Colorado Private School to District A on 9/28. The student is absent on 10/5, but established attendance on 9/28 and resumed attendance on 10/6 at District A.

Can District A submit the Student for Funding?

- Yes, District A can submit the student for funding since the student enrolled and established attendance prior to the pupil enrollment count date (10/5), and resumed attendance within 30 days following the pupil enrollment count date.

Scenario 3:

Student transfers from a Colorado Private School to District A on 10/6 and establishes attendance on that same day (10/6).

Can District A submit the Student for Funding?

- No, District A cannot submit the student for funding because the student must have transferred from another Colorado Public School District during the count window in order to be considered for funding.

****Any district submitting a student for funding must also be prepared to provide all applicable documentation as described and referenced in the Student October Count Audit Resource Guide:***

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**Transferring from:
Out of State/Country
TO
A Colorado Public School District:
During the 11-Day Count Period**

A student who enrolls in a Colorado public school district (receiving district) from outside of Colorado (either another state or country) after the pupil enrollment count date, but before the end of the 11-day count period, may be eligible to be included in the funded student count of the receiving district **IF:**

- (1) The student moved to Colorado during the current school year **AND**
- (2) The student enrolled and established attendance prior to the end of the 11-day count period in the receiving district **AND**
- (3) The student had a schedule in place prior to the end of the 11-day count period in the receiving district that would support funding eligibility **AND**
- (4) The receiving district has documentation to support that the student moved to Colorado from another state or country
 - Documentation does NOT have to show that the student established attendance during the current school year in the other state or country
 - Examples of documentation may include, but are not limited to:
 - Educational records from prior out of state educational setting (i.e. public, private, homebased, etc.)
 - Documentation evidencing prior out of state residency

Scenarios: The following scenarios assume that the pupil enrollment count date for District A is 10/5.

Scenario 1:

Student transfers to District A on 10/6 from a Public School in Iowa. The student last attended school in Iowa during the current school year, and established attendance in District A on 10/6.

Can District A submit the Student for Funding?

- Yes, District A can submit the student for funding since the student transferred into District A from another state/country after the pupil enrollment count date, but during the count window.

Scenario 2:

Student transfers to District A on 10/6 from a Private School in Iowa. The student last attended school in Iowa during the prior school year, and established attendance in District A on 10/6.

Can District A submit the Student for Funding?

- Yes, District A can submit the student for funding since the student transferred into District A from another state/country after the pupil enrollment count date, but during the count window. If a student is transferring from out of state/country, the student does NOT have to have established attendance in that out of state/country school during the current year.

Scenario 3:

Student transfers to District A on 10/6 after moving to Colorado in mid-September from out of country. The student has not attended school (or an educational setting) since moving to Colorado. The student last attended school during the prior school year out of country.

Can District A submit the Student for Funding?

- Yes, District A can submit the student for funding since the student moved to Colorado since the start of the school year and has not attended a school or educational setting since arriving in Colorado and enrolling with District A.

Scenario 4:

Student transfers to District A on 10/6 after moving to Colorado in mid-September from out of country. The student has not attended school (or an educational setting) since moving to Colorado, and never attended school prior to enrolling in District A (i.e. kindergarten student).

Can District A submit the Student for Funding?

- Yes, District A can submit the student for funding since the student moved to Colorado since the start of the school year and has not attended a school or educational setting since arriving in Colorado and enrolling with District A.

Scenario 5:

Student transfers to District A on 10/14 from a Public School in Iowa. The student last attended school in Iowa during the current school year, and established attendance in District A on 10/14.

Can District A submit the Student for Funding?

- No, District A cannot submit the student for funding because the student did not establish attendance at District A during the 11-day count period.

****Any district submitting a student for funding must also be prepared to provide all applicable documentation as described and referenced in the Student October Count Audit Resource Guide for 2016:***

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