STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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GOVERNOR

MICHIGAN Department of Education

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

August 7, 2007

TO: Local and Intermediate School District Superintendents, Public School Academy Administrators, and Nonpublic School Administrators

FROM: Carol Wolenberg, Deputy Superintendent

SUBJECT: Direct Certification of Children in Food Stamp Households for Free School Meals

The Direct Certification Report will allow local education agencies (LEAs) to directly certify students who are members of households receiving assistance under the Food Stamp Program as eligible for free school meals, without further application, based on an electronic data match with the SRSD and the food stamp eligibility data.

SRSD authorized users with the Unique Identification Code (UIC) resolver role can access this report, which can be printed or downloaded as a data set. This file then can be imported into your local student information system and point of sale system.

The Direct Certification Report is now available in the Single Record Student Database (SRSD). For more information, access the Center for Educational Performance and Information (CEPI) Web site at http://www.michigan.gov/cepi, select MEIS Data Services, and then click on the Direct Certification Report link. Please review the Direct Certification Report User's Guide prior to accessing the Report.

Please remember, for School Year (SY) 2007-08, direct certification is **required** for all LEAs with more than 10,000 students enrolled in the prior school year. For SY 2008-09, the requirement will apply to all LEAs.

Questions may be directed to CEPI Customer Support by e-mail to cepi@michigan.gov or by phone 517-335-0505.

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