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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

July 21, 2011

MEMORANDUM

TO: Local and Intermediate School District Superintendents
Public School Academy Directors and Authorizers
Public School Principals

FROM: Sally Vaughn, Ph.D. *Sally*
Deputy Superintendent/Chief Academic Officer

SUBJECT: Graduation Rate Appeals Window

Graduation rates are an important part of accountability calculations, including Adequate Yearly Progress (AYP), school accreditation status, and Persistently Lowest Achieving and statewide Top to Bottom ranking lists. If you have not already done so, please take advantage of the opportunity to review and potentially appeal your graduation rate data for the 2010-2011 school year. The Center for Educational Performance and Information (CEPI) opened the Graduation Rate Appeals Window in the Michigan Student Data System (MSDS) on July 18, 2011, and will keep it open until September 15, 2011. During this time, you can report end-of-summer graduates, submit cohort year changes, primary education provider entity (PEPE) changes, update exit status, and request UIC linking.

GRADUATION RATES CAN ONLY BE APPEALED DURING THE GRADUATION RATE APPEALS WINDOW IN THE MSDS, WHICH CLOSES SEPTEMBER 15, 2011.

It is imperative that you review your graduation rate data during the appeals window. While the Bureau of Assessment & Accountability (BAA) and CEPI are fully committed to ensuring accurate data in graduation rate reporting, we also must meet certain reporting dates and guidelines that do not allow us to change data after the appeals window has closed. Please take time to review these data in order to ensure the school's graduation rate is accurate.

For the most up-to-date information on Graduation Rate Appeals, please visit the MSDS Graduation and Dropout Review website at: http://www.michigan.gov/cepi/0,1607,7-113-986_50502_56418---,00.html. This page includes the following user support materials: timeline, user's guide, and frequently asked questions.

If you have any questions, please send an email message to CEPI customer support at CEPI@michigan.gov or call (517) 335-0505 and follow the prompts. Please provide your name, telephone number (including area code and extension), and school name along with your message.

cc: Michigan Education Alliance

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