



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

August 2, 2012

MEMORANDUM

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

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

SUBJECT: 2011-2012 Graduation Rate Appeals Window

The Center for Educational Performance and Information (CEPI) opened the 2011-2012 Graduation Rate Appeals window on July 23, 2012 in the Michigan Student Data System (MSDS). A communication was sent by CEPI to all schools and districts at that time; however, I wanted to follow-up on that communication to stress the importance of ensuring graduation rate data are accurate now. Graduation rates are an important part of accountability calculations, and data from the 2011-2012 school year, once finalized (September 12, 2012), cannot be changed. If you have not already done so, please take advantage of the opportunity to review and potentially appeal your graduation rate data for the 2011-2012 school year now. During the graduation rate appeals window, you can report end-of-summer graduates, submit cohort year changes, primary education provider entity (PEPE) changes, update exit status, and request unique identification code (UIC) linking.

GRADUATION RATES CAN ONLY BE APPEALED DURING THE GRADUATION RATE APPEALS WINDOW IN THE MSDS, WHICH CLOSSES SEPTEMBER 12, 2012.

It is imperative that you review your graduation rate data during the appeals window; these data impact 2012-2013 accountability results released in August 2013. 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 to ensure your school's graduation rate is accurate.

For the most up-to-date information on Graduation Rate Appeals, please visit: http://www.michigan.gov/cepi/0,1607,7-113-986_50502_56418---,00.html. This webpage includes numerous user support materials, including a timeline, user's guide, frequently asked questions, and a summary of district action needed. 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

STATE BOARD OF EDUCATION

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT
NANCY DANHOF – SECRETARY • MARIANNE YARED MCGUIRE – TREASURER
RICHARD ZEILE – NASBE DELEGATE • KATHLEEN N. STRAUS
DANIEL VARNER • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324