



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

August 27, 2010

**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--REMINDER

Graduation rates are an important part of accountability calculations, including 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 school year. The Center for Educational Performance and Information (CEPI) opened its annual review window on July 14, 2010, and will keep it open until September 28, 2010. 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 CEPI APPEALS WINDOW, WHICH CLOSES SEPTEMBER 28, 2010.**

It is imperative that you review your graduation rate data during the appeals window. While OEAA 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 appeals window has closed. Please take time to review these data in order to ensure the school's graduation rate is accurate.

Please direct any questions regarding the graduation rate appeal process to [cepi@michigan.gov](mailto:cepi@michigan.gov).

cc: William Mayes, MASA  
David Martell MSBO  
Dan Quisenberry, MAPSA  
Billie Wimmer, MCCA  
Kathy Hayes, MASB

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