



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

October 28, 2009

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

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

SUBJECT: Reporting Student Participants in the Seat Time Waiver Program

Several offices within the Michigan Department of Education (MDE) and the Center for Educational Performance and Information (CEPI) have received questions about recording student and school information for students that are participating in the seat time waiver program. Since school districts have a November 4, 2009 deadline for submitting student counts, this memo is sent with urgency for your attention.

The seat time waiver has been granted under the authority of state statute. That statute specifies that the waiver may be granted to an approved alternative education program. The seat time waiver program is an alternative education program. Please ensure that your school or district has done all of the following for students participating in the seat time waiver program:

- Report all participants as alternative education participants in the student data system.
- Record all schools (or other entities) in which these participants are "housed" for reporting purposes as having an alternative education program in the Education Entity Master (EEM) settings.

There are no specific adequate yearly progress (AYP) implications for reporting students as participants in an alternative education program. The requirements for graduation are the same for all students, and the requirement to take the Michigan Merit Exam is the same for all students, even those who progress from the sophomore level to the senior level in one year.

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For additional information about the CEPI systems and how to use them, please visit the CEPI website: <http://www.michigan.gov/cepi>.

Should you have any other questions, please contact Barbara Fardell at [fardellb@michigan.gov](mailto:fardellb@michigan.gov) or 517-335-1291.

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