

**Michigan Department of Education Early Middle College  
Student Reporting Information Session Q&A  
9.30.2021**

EMC General:

**Q - In the appeal process, it states that we must submit an EDP with the appeal application. If a student has never had an EDP, can we submit it without it?**

A - No, it is state law that all students should have an EDP on file. [Reference Revised School Code MCL 380.1278b\(11\)](#).

EMC Assurances and Certifications state: EMC students will annually update their Educational Development Plan (EDP) to reflect EMC academic plans and have a description of the EMC program built into their EDP graduation requirements.

**Q - Do we need to include the following on transcripts: Number of credits, college attending, Course number, DE, or EMC?**

A - According to [MCL380.1279g\(4\)](#) these are the only items required on high school transcripts. Those items include attendance and MME results. However, please check your local district policy and with your ISD pupil accounting auditor.

**Q - Can you clarify definition of an EDP?**

A - An EDP is an Education Development Plan.

380.1278b(11) The board of a school district or board of directors of a public school academy shall provide the opportunity for each pupil to develop an educational development plan during grade 7, and shall ensure that each pupil reviews his or her educational development plan during grade 8 and revises it as appropriate before he or she begins high school. The board of a school district or board of directors of a public school academy shall also ensure that each pupil reviews and revises his or her educational development plan as appropriate during each year of high school. An educational development plan shall be developed, reviewed, and revised by the pupil under the supervision of the pupil's school counselor, or another designee qualified to act in a counseling role under section 1233 or 1233a selected by the school principal and shall be based on high school readiness scores and a career pathways program or similar career exploration program. An educational development plan shall be designed to assist pupils to identify career development goals as they relate to academic requirements. During the process of developing and reviewing a pupil's educational development plan, the pupil shall be advised that many of the curricular requirements of this section and section 1278a may be fulfilled through career and technical education. In addition, during the process of developing and reviewing an educational development plan, the pupil shall be provided with all of the following:

(a) Information on various types of careers and current and projected job openings in this state and those jobs' actual and projected wages.

(b) An opportunity to explore careers specific to a pupil's interests and identify career pathways and goals for achieving success in those careers, including, but not limited to, the level and type of educational preparation necessary to accomplish those goals.

(c) An opportunity to develop a talent portfolio. A talent portfolio shall be developed and revised throughout the implementation of a pupil's educational development plan. A talent portfolio shall include, but is not limited to, a record of the pupil's experiences, proficiencies, certifications, or accomplishments that demonstrate talents or marketable skills. The department, in conjunction with the department of talent and economic development, shall develop and make available to the public schools model information materials that districts or public school academies may use to comply with this subdivision.

EMC Assurances and Certifications state: EMC students will annually update their Educational Development Plan (EDP) to reflect EMC academic plans and have a description of the EMC program built into their EDP graduation requirements.

**Q - Is a certification from Tech Center qualify?**

A – No, a certification from a CTE program or Tech Center would not qualify as an EMC outcome. An EMC is designed to allow a pupil to earn a high school diploma and one of the following: 60 transferable college credits, an associate degree, a professional certification, the Michigan Early Middle College Association (MEMCA) technical certificate, or participation in a registered apprenticeship. A professional certification is any certificate or industry recognized credential in which the pupil prepared for by taking course work provided by a Michigan public or private college or university.

**Q - Do both the locals and the consortium need to have the EDP on file?**

A – It would be best practice to have an EDP on file for both the locals and consortium. The sending/home district that reports the student in the CEPI data systems will receive the pupil accounting audit and any findings. It is important that both the district and the EMC agree on what paperwork each will keep in the student's file. An auditor may request to see transcripts etc.

**Q - Does the math class have to be a full year if they are taking a college class that is worth 3 credits?**

A – Information about this requirement will be addressed in an upcoming MDE memo in October 2021.

Student Reporting:

**Q - We have a student that was reported accurately as an EMC student in the fall collection of their 11th grade year, but somehow that coding was removed for spring and EOY reporting. Are they able to continue with EMC in 12th grade?**

A – No, a student must be reported as 3500 by the fall certification date of 11<sup>th</sup> grade to be eligible. EMC coding appeals can only be submitted during the student's 11<sup>th</sup> grade year by June 30.

EMC Assurances and Certifications state: All EMC students must reflect a participation code of 3500, in Michigan Student Data System (MSDS) by the Center for Educational Performance and Information (CEPI) Fall General Collection certification deadline of the student's 11th grade year. The deadline date is set in statute. You may find deadlines and reporting assistance here: <https://cepi.state.mi.us/msds/Report>.

**Q - If a postsecondary does not have an agreement with a K-12 District, does the PS report those students as dual enrolled?**

A - A postsecondary would need to have an agreement/Memorandum of Understanding (MOU) with an EMC to report students as Early Middle College. All other students would be reported as dual enrolled. If the local is sending students to an EMC, that EMC holds the agreement with the postsecondary institution.

**Q - Who is responsible for reporting STARR data?**

A - Either the Postsecondary Registrar or Intuitional Research (IR) usually submit data in STARR for the college.

**Q - Where will we report the total number of credits be reported?**

A - The process for reporting total credits is in development. The information will be communicated once this is finalized, most likely at the February Student Reporting Information Session

**Q - For a 5th year student, how many classes should be recorded in CTEIS this year, all or only 1?**

A - Year 13 equals 1 CTE Course per CIP Code for each student. The sending school reports all courses in TSDL. CEPI will clear any duplicate submissions.

**Q - If a student has left the EMC program, all we must do is uncheck them from the program participation, correct?**

A - Yes, if they have not begun their fifth year, unchecking the 3500 code will revert the student back to a four year graduation cohort. The district must ensure the student has met all state/local graduation requirements prior to graduating the student in MSDS. If a fifth-year student chooses to drop the EMC, they should be unchecked for program participation and be exited with the code of 41 if they did not attain one of the five outcomes for an EMC on-track graduate

**Q - If a student is in the EMC program and decides after their 12th year, they do not want to come back for year 13, does the district graduate them with a 41 or do they take the 3500 off and graduate them with a 01?**

A - If a student is exiting one EMC to transfer to another EMC, leave the 3500 code marked, the code follows the student.

Proper recruitment and student/parent counseling of the requirements of EMC participation is very important before enrolling an EMC participating student. If a student no longer wants to participate in the EMC, prior to graduation, the district should remove the 3500 code which will revert the student to a four-year

graduation cohort. The student cannot be coded 3500 again so it is important the students and parents understand the decision.

If this is a CTE EMC, 61b funding may be impacted by removing the 3500 code.

MEMCA:

**Q - How do you audit for the MEMCA?**

A - MEMCA certificates are issued by EMCs and the local districts sending students to the EMC that have been approved by the MEMCA Leadership Council, as they approve Career and College Readiness curricula. Typically, approvals are issued for Early Middle Colleges one year before the school's first graduating class. The Early Middle College must be in their second year of operation and attend a Cluster II workshop to learn about the requirements necessary for earning the right to confer the MEMCA certificate.

**Q - Would 45 credits meet the MEMCA 15 credits if they did career exploration or community service?**

A - The MEMCA Certificate provides verification among MDE, the school district, and the higher education partner that the graduate has successfully completed each of the following:

- a) The State of Michigan high school graduation requirements.
- b) A member school's MEMCA approved College Readiness Curriculum.
- c) A minimum of 15 transferable college credit hours (non-remedial courses).

AND one of the following options:

- 100 hours of verified community service
- A minimum of 40 hours of verified career exploration, internship, job shadowing, or clinical experience
- A combination of the two that equals 70+ hours MDE therefore accepts these students as early college graduates from their approved Early Middle Colleges.

**Q - Do students have to attain MEMCA certification? Or is it that they should attain some/not all desired outcomes?**

A - The MEMCA Certificate is one of the five on-track graduate outcomes available to EMC students. Information about MEMCA is available at: [MDE - MEMCA \(michigan.gov\)](https://mde-memca.michigan.gov)

**Q - Where do we find MEMCA's list of recommendations for how to list and code college courses on high school transcripts?**

Districts must follow state law and local policy for transcripts.