



Illinois State Board of Education

555 West Monroe Street, Suite 900
Chicago, IL 60661

QUARTERLY ENROLLMENT CERTIFICATION FORM FOR STATE AUTHORIZED CHARTER SCHOOLS

FUNDING AND DISBURSEMENTS DEPARTMENT

Authorization: Per 105 ILCS 5/27A-9(g) all charter schools authorized by the State Board must have their enrollment certified by the State Board on a quarterly basis.

Instructions: Please complete all fields below. Eligible students must live within the geographic boundaries of the local school district or districts in which the state charter is authorized to operate. Enrollment must align to charter school records. Students may not be dually enrolled at a charter school and a public or non-public school.

School Year: _____

State Authorized Charter School: _____

Report Due Date: August 1 October 1* January 2 March 1*

** Review the enrollment report in SIS to ensure data is accurate. Schools only need to submit this form on August 1 and January 2. For October 1 and March 1, schools are asked to review their enrollment data in SIS.*

In-District Pupils (Eligible for State Reimbursement)	District of Residency	Number of Students Enrolled
Non-Resident Pupils (Not Eligible for State Reimbursement)	District of Residency	Number of Students Enrolled
TOTAL STUDENT ENROLLMENT Less Non-Resident Pupils		

I hereby certify that the student enrollment information provided on this quarterly report is true, accurate, and complete to the best of my knowledge and belief. I understand that the information submitted is subject to audit and onsite verification.

Charter School Administrator

Print Name and Title: _____

Electronic Signature: _____ Date: _____

State Board Official

Print Name: _____

Electronic Signature: _____ Date: _____

Checklist:

- Enrollment List Transfer List (if applicable) Wait List (if applicable) Signature Included