

2011-2012 School Year Reporting Requirements
APSCN Special Education Module - School Age and Early Childhood

APSCN Module	Cycle in which data are collected	Best time to enter data In APSCN	Deadline(s) for data entry*	Review and update in My Sped Resource*
Employee and Program Approval	Cycle 2	At the beginning of the school year and update for October 1 and for Dec. 1.	October 15, 2011 (Based on October 1 personnel)	Cycle 2 Not Reviewed in MySped Resources
	Cycle 4		December 15, 2011 (Based on December 1 personnel)	January 3 rd -17 th , 2012
School Age	Cycle 4	When a special education student transfers into your school or when a referred student is placed in special education.	December 15, 2011 (December 1 child count)	January 3 rd - 17 th , 2012
	Cycle 7		June 15, 2012 (Exits, Referral Tracking, Secondary Trans, Discipline & CEIS)	September 1 st - 30 th , 2012
Referral Tracking	Cycle 7	When your school receives a referral for special education services <i>and</i> when the due process is complete.	June 15, 2012 (Fiscal year: July 1 through June 30)	September 1 st - 30 th , 2012
Early Intervening (School Age only)	Cycle 7	As students are placed in and exiting early intervening services.	June 15, 2012 (Fiscal year: July 1 through June 30)	September 1 st - 30 th , 2012
Early Childhood	Cycle 4	When a special education student transfers into your program or when a referred student is placed in special education.	December 15, 2011 (December 1 child count)	January 3 rd - 17 th , 2012
	Cycle 7		June 15, 2012 (Referral Tracking, EC Exits , Kindergarten Conferences, EC Outcomes)	September 1 st - 30 th , 2012

* Deadlines are subject to each district's submission. Special Education data must be submitted prior to the district submission.