

CPI Under Option 1 or Option 2 With Dual Enrollment and Optional Reporting: Timelines and Procedures

Note: This information does NOT apply to CPI students using the Private Instruction Exemption (CPI Option 2 without reporting) or to IPI students.

Date(s)	Deadline or Action
<p>By September 1 OR Within 14 calendar days of moving or removing the student from an accredited school, completed as fully as possible AND within 30 calendar days, fully completed</p>	<p><i>The parent, guardian, or custodian deadline to submit Form A to their resident district.</i></p> <p><i>The district deadline to inform families of CPI students about their FERPA rights. This may be done when the district informs families of regularly enrolled students.</i></p>
<p>By September 1 OR Within 14 calendar days of moving into the district OR removing the student from an accredited school</p>	<p><i>The parent, guardian, or custodian deadline to request dual enrollment in their resident district. If the request is made after the deadline, the district may lawfully refuse to enroll a CPI student in the class if it is already at full capacity.</i></p>
<p>By September 15, if residing in the district OR Within 14 calendar days of moving into the district or removing the student from an accredited school</p>	<p><i>The parent, guardian, or custodian deadline to request enrollment in the resident district's home school assistance program (HSAP; if offered). Note: The school district is not required to provide such a program.</i></p>
<p>By October 1</p>	<p><i>The district deadline to notify families of the public school's testing dates, times, costs, and other relevant information.</i></p>
<p>By January 1</p>	<p><i>The district deadline to send the Department the names of all resident CPI students under Option 2 with dual enrollment or optional reporting subject to an annual evaluation and what assessment forms their families have chosen.</i></p>
<p>By May 31</p>	<p><i>The deadline for the annual progress evaluation to be conducted for CPI Option 2 students with optional reporting or dual enrollment.</i></p>
<p>By August 1</p>	<p><i>The parent, guardian, or custodian deadline to submit the annual evaluation form (and attach a copy of evaluation results) to the resident district for standardized assessment with national percentile rank and national grade equivalent, portfolio evaluation report, or accredited correspondence report card or transcript.</i></p>
<p>By August 31</p>	<p><i>The district deadline to submit Form C-1 to the Department for any CPI student that scored at or below the 30th percentile on their annual evaluation. Note: A district should not report scores for students that are served by licensed teachers or are not of compulsory attendance age.</i></p>