Pre-K Incentive Program Enrollment Audit Data Certification

SY 2014-2015

This form must be completed by ALL Pre-k Incentive Programs

Please submit completed application electronically and with the original signatures.

Program Name: _____ Date: _____ License Number: _____

Certification Information

Please specify the number of students your CBO is certifying for each category based on October 6, 2014 enrollment. In the case in which the Enrollment Audit section in the SY2014-2015 Enrollment Audit QuickBase Tool does not accurately reflect your program's enrollment in any category, reference the correspondence that is open with OSSE staff to address the issue. Do NOT return this form until you have notified OSSE staff of errors with your QuickBase counts.

This form must be returned by October 8, 2014 at 5 PM. Failure to return this form by 5 PM on October 8, 2014 indicates passive approval that all data in the SY2014-2015 Quickbase Enrollment Audit Application is correct.

Category	QuickBase Student Count	CBO Totals (if different from Quickbase)	If the QuickBase student count provided is incorrect, provide date, time, and OSSE staff members contacted for support.
PK3			
PK4			
Total Students			
Residents			
Non-Residents			
Total Students			

I certify by my signature below that the information provided reflects the above identified pre-k incentive program's current enrollment as of October 6, 2014. Further, I commit to resolving any discrepancies that exist between our actual enrollment and the SY2014-2015 Enrollment Audit QuickBase application system in a timely manner.

_____ _____

CBO Manager Date