Time Table for December 1 Child Count

December Student Record File and/or Table Data	Final Date for SA/EI Programs to Submit Clean Files to Spot Checker/ Penn State	Receipt of Duplicates/ Preliminary Comparison Reports by SA/EI	LEAs Upload to PIMS	PIMS Special Education Re-Submission	Receipt of Final Comparison Reports for SA	Receipt of Duplicates by SA and EI	Final Resolution of Duplicates (SA/EI) /Comparison Reports (SA) Due	Receipt of Verify Reports and Signoffs	Signoff of Verify Reports
Dec 1 Child Count files, in the form of PIMS Special Education Snapshot and Student Template (optional in Spot Checker)	12/04/2015	As files are available by LEA, or by 12/11/2015	12/1/2015 to 12/14/2015	1/4/2016 to 1/31/2016	On a weekly basis when files are downloaded from PIMS	Once all files are final.	One week from receipt of reports	2/26/2016	3/4/2016
Table 14 – Report of Children Parentally Placed with an Equitable Participation Services Plan	2/1/2016	NA	NA	NA	2/12/2016	2/12/2016	One week from receipt of reports	2/26/2016	3/4/2016

All export files will be sent to PSU using the File Submission website (Spot Checker).

Spot Checker will open 11/1/2015.

Note: Individual IUs may have different submission date requirements for their LEAs.