Due to challenges presented by the COVID-19 pandemic, some districts may be in the process of adjusting student schedules as students transition between in-person instruction, remote learning, and/or hybrid approaches. As such, it may be difficult for districts to update student schedules by October 1 to accurately reflect courses through the fall semester/first half of the year.

Pursuant to the Rules for the Administration of the School Finance Act, students must have a schedule as of the pupil enrollment count date which provides at least 360 hours of teacher-pupil instruction and contact in the semester of the pupil enrollment count date (first half of the school year) to qualify for full-time funding, and at least 90 hours to qualify for part-time funding. Thus, the documentation evidencing individual student schedules for all secondary students has always been required to be documented on or before the pupil enrollment count date (October 1).

For the 2020-2021 school year only, documentation of student schedules may be dated through the end of the Student October data submission (November 10).

The additional time associated with the supporting documentation to evidence a full-time or part-time schedule does not impact the funding requirements. Students are still expected to have a schedule reflecting at least 360 hours if submitted for full-time funding or at least 90 hours if submitted for part-time funding.

If you have any questions, please contact Rebecca McRee at mcree_r@cde.state.co.us.