



State of Arizona
Department of Education

John Huppenthal
Superintendent of
Public Instruction

August 18, 2014

RE: CERTIFICATION OF CHILDREN'S INTERNET PROTECTION ACT (CIPA) APPROVAL
Pursuant to the requirements of the FCC's E-rate program under the Schools and Libraries
Universal Service Support Mechanism

Dear Superintendent, Technology Plan Administrator, and School Board:

Please read the following information and requirements for your Children's Internet Protection Act (CIPA) Certification. Once all measures are implemented, please print and complete the certification form, and upload a digital copy to ALEAT through ADE Common Logon.

E-rate applicants must enforce a policy of Internet safety and certify compliance with the Children's Internet Protection Act (CIPA) to be eligible for discounts. CIPA was signed into law on December 21, 2000. To receive support for Internet Access, Internal Connections, and Basic Maintenance services, school and library authorities must certify that they are enforcing a policy of Internet safety that includes measures to block or filter Internet access for both minors and adults to certain visual depictions. The relevant authority with responsibility for administration of the eligible school or library (hereinafter known as the Administrative Authority) must certify the status of its compliance for the purpose of CIPA in order to receive universal service support.

In general, school and library authorities must certify either that they have complied with the requirements of CIPA, that they are undertaking actions, including any necessary procurement procedures, to comply with the requirements of CIPA, or that CIPA does not apply to them because they are receiving discounts for telecommunications services only.

Requirements

CIPA requirements include the following three items:

1. Internet Safety Policy

Schools and libraries receiving universal service discounts are required to adopt and enforce an Internet safety policy that includes a technology protection measure that protects against access by adults and minors to visual depictions that are obscene, child pornography, or — with respect to use of computers with Internet access by minors — harmful to minors.

The Internet safety policy must address all of the following issues:

- Access by minors to inappropriate matter on the Internet and World Wide Web
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
- Unauthorized access including "hacking" and other unlawful activities by minors online
- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to materials harmful to minors

For schools, the policy must also include monitoring the online activities of minors. Note: beginning July 1, 2012, when schools certify their compliance with CIPA, they will also be certifying that their Internet safety policies have been updated to provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, cyberbullying awareness, and response.

2. Technology Protection Measure

A technology protection measure is a specific technology that blocks or filters Internet access. The school or library must enforce the operation of the technology protection measure during the use of its computers with Internet access, although an administrator, supervisor, or other person authorized by the authority with responsibility for administration of the school or library may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose.

3. Public Notice and Hearing or Meeting

The authority with responsibility for administration of the school or library must provide reasonable public notice and hold at least one public hearing or meeting to address a proposed technology protection measure and Internet safety policy. For private schools, public notice means notice to their appropriate constituent group. Unless required by local or state rules, an additional public notice and a hearing or meeting is not necessary for amendments to Internet safety policies.

Administrative Authority

The Administrative Authority for a school or library is the entity that must make the relevant certification for the purpose of CIPA. For a school, the Administrative Authority may be the school, school district, school board, local educational agency, or other authority with responsibility for administration of the school. For a library, the Administrative Authority may be the library, library board, or other authority with responsibility for administration of the library.

If the Administrative Authority is also the Billed Entity, the Administrative Authority certifies on the FCC Form 486. If the Administrative Authority is not the Billed Entity, the Administrative Authority must complete FCC Form 479 (Certification of Administrative Authority to Billed Entity of Compliance with the Children's Internet Protection Act), and submit the FCC Form 479 to the Billed Entity. The Billed Entity then certifies on the FCC Form 486 that it has collected, duly completed, and signed the FCC Form 479. The Billed Entity does not need to collect FCC Forms 479 when the Billed Entity applies only for telecommunications services.

For E-rate applicants, please review additional information about the Children's Internet Protection Act [here](#).



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