

## October 1 Data Collection Checklist

*Include students who **reside** in your public education agency (PEA) and **attend**:*

- A school within your PEA
  - Other PEAs (not through open enrollment)
  - Approved private day schools
  - Approved residential treatment centers
  - Arizona School for the Deaf and Blind (ASDB)
  - Accommodation districts/public consortiums
  - Head start programs
  - Private / parochial schools within district boundaries and receive services on ISP
  - A school at home (homeschooled) within district boundaries and receive services on an ISP
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*Include students who **attend** your PEA and **reside** in:*

- Transporting district or state institution
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*If October 1 falls on a Saturday, Sunday or other non-session day (such as fall break):*

- Include students who were enrolled on the last day school was in session before October 1 as long as they were known to have continued in SPED on the first day school was in session following October 1 (whether in your school or another PEA). The PEA that should count the student is the PEA the student was enrolled in prior to October 1.
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*Be sure to:*

- Include students who are participating in special education but are not physically present
- Include students with an expired IEP or evaluation (does not apply to students on an initial IEP) if they are receiving services
- Include students enrolled or withdrawn from special education on October 1
- Check birthdates; only include ages 3–21
- Include ALL students in grades K–12 (not SPED only) in parentally placed student count (applicable to districts only)