ARIZONA DEPARTMENT OF
EDUCATION

STUDENT COUNT FORM
FOR
JOHNSON O'MALLEY (JOM) SUBCONTRACTOR GRANTEES

This form is used to collect the Arizona Department of Education (ADE) Johnson O'Malley student counts. ADE is a contractor with the Bureau of Indian Education (BIE) for JOM funding. ADE's Office of Indian Education (OIE) administers the JOM funding to subcontractor grantees (school districts and tribes). For more details visit, https://www.azed.gov/oie/johnson-omalley-jom-program. Each year ADE JOM grantees provide the number of students eligible for JOM funding. The grantee's JOM funding for the following year will be based on the previous year's reported student counts.

ADE collects student count for potential students as well. Potential students are eligible JOM students who have enrolled after the count timeframe or students who have self-identified as American Indian/Alaska Native but do not have documentation available to verify their JOM eligibility.

JOM Eligibility

Eligible JOM students are Age 3 years through grade 12
    AND
- At least 1/4-degree Indian blood **descendant** of a member of an Indian Tribe (*verified by birth certificate and parent or grandparent CIB*)
    OR
- An enrolled member of an Indian Tribe (*verified by tribal enrollment card*)

  Note: Homeschool students are eligible for JOM if they meet the above criteria.
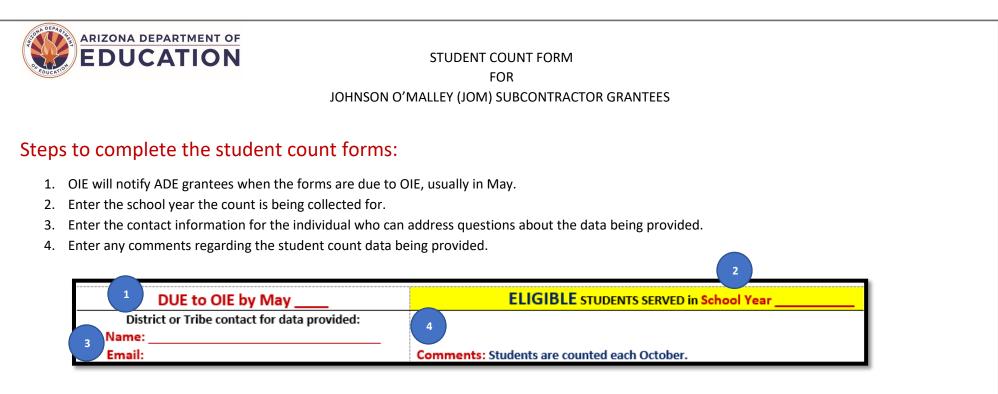

STUDENT COUNT FORM INSTRUCTIONS

There are two forms to be completed for ADE:

1. Eligible students (form has a yellow banner), page 4
2. **Potential* students (form has a blue banner), page 5**

* Potential students are American Indian/Alaska Native students who do not have eligibility documentation available to verify their JOM eligibility or are enrolled after the count timeframe.

The potential student count provides ADE additional details related to JOM support needs.

Student counts are reported by grade level, for each school receiving JOM funding from a district or tribe.

Steps to complete the student count forms:

1. OIE will notify ADE grantees when the forms are due to OIE, usually in May.
2. Enter the school year the count is being collected for.
3. Enter the contact information for the individual who can address questions about the data being provided.
4. Enter any comments regarding the student count data being provided.

DUE to OIE by May ____	ELIGIBLE STUDENTS SERVED in School Year _____
District or Tribe contact for data provided: Name: _____ Email:	Comments: Students are counted each October.

5. Identify how many pages are being submitted. If more than one page is needed, additional sheets can be found on page 6 and 10. Number each page.
6. Enter the School District or Tribe Name for the ADE grantee.
7. Enter the **CTDS** code and name for each school. The CTDS unique identifier includes the **C**ounty Code, **T**ype Code, **D**istrict Code & **S**ite Number.
   a. The CTDS is a nine (9) digit number that the Arizona Department of Education (ADE) uses to identify Arizona public and charter schools.
   b. Listing the CTDS code will assist OIE when comparing submitted data with ADE's database to ensure a complete student count is provide to BIE.
   c. To find the CTDS number for a public school in Arizona, please visit http://www.ade.az.gov/edd/, or
   https://azdor.gov/sites/default/files/media/PUBLICATION_ADESchoolListing.pdf
8. List all the eligible students (yellow banner) and potential eligible students (blue banner) by grade by school.
   Reference the ADE OIE website for more information and FAQs regarding JOM eligibility, https://www.azed.gov/oie/johnson-omalley-jom-program
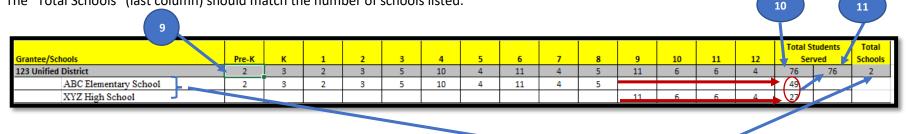
ELIGIBLE STUDENT Count ADE JOM Grantee (District or Tribe) & Schools	Page 1 of ___	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Students Served	Total Schools
JOM School District or Tribe Name																	
School CTDS #	School Name																
School CTDS #	School Name																

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POTENTIAL ELIGIBLE STUDENT Count Page 1 of ____		Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Potential Students	Total Schools
ADE JOM Grantee (District or Tribe) & Schools																	
JOM School District or Tribe Name																	
School CTDS #	School Name																
School CTDS #	School Name																

9. Enter the total for each grade in the grantee title row (district or tribe name).
10. The first column under the "Total Students Served" adds up the total students for each row.
11. As a double check, the second column under the "Total Students Served" adds up the school totals (horizontally) from the "Total Students Served" columns (step 10). The total should match the grantee title row total from step 10.
12. The "Total Schools" (last column) should match the number of schools listed.

Grantee/Schools	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Students Served		Total Schools
123 Unified District	2	3	2	3	5	10	4	11	4	5	11	6	6	4	76	76	2
ABC Elementary School	2	3	2	3	5	10	4	11	4	5					49		
XYZ High School											11	6	6	4	27		

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ELIGIBLE STUDENT COUNT FORM   *(reference instructions above)*

Use this form to count Eligible JOM students enrolled. The form for **Potential Eligible students** (blue banner) is on **page 5.**

Reference the ADE OIE website for more information and FAQs regarding JOM eligibility, https://www.azed.gov/oie/johnson-omalley-jom-program.

DUE to ADE OIE by _____   **ELIGIBLE STUDENTS SERVED in School Year _____**

District or Tribe contact for data provided:
Name: _____
Email: _____   **Comments:**

Additional pages for entering JOM Eligible student data can be found on pages 5-8

ELIGIBLE STUDENT Count Page 1 of ___ ADE JOM Grantee (District or Tribe) & Schools	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Students Served	Total Schools
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POTENTIAL ELIGIBLE STUDENT COUNT FORM   *(reference instructions above)*

Students are counted as JOM Potential if:
- **They enrolled after the designated student count timeframe and can verify they are JOM eligible**
- **Any American Indian/Alaska Native student who does not have JOM verification documentation available**

Reference the ADE OIE website for more information and FAQs regarding JOM eligibility, https://www.azed.gov/oie/johnson-omalley-jom-program

DUE to ADE OIE by _____   **POTENTIAL STUDENTS for School Year _____**

District or Tribe contact for data provided:
Name: _____
Email: _____   **Comments:**

Additional pages for entering JOM Eligible student data can be found on pages 9-11

POTENTIAL STUDENT Count Page 1 of ___ ADE JOM Grantee (District or Tribe) & Schools	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Potential Students	Total Schools
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April 2023

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Below are additional pages for entering JOM Eligible student data. POTENTIAL additional data sheets can be found on pages 10-13.

ELIGIBLE STUDENT Count (continued) Page 2 of ___ ADE JOM Grantee (District or Tribe) & Schools	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Students Served	Total Schools
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Below are additional pages for entering JOM Potential student data. ELIGIBLE additional data sheets can be found on pages 6-9.

POTENTIAL STUDENT Count (continued) Page 2 of ___ ADE JOM Grantee (District or Tribe) & Schools	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total Students Served	Total Schools
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