

June MOSIS Submission for A+ Graduates

Please remember if you certify the student as an A+ Completer in February, you must show them again in the June Student Core Enrollment and Attendance file as an A+ Completer.

Verification of Completeness & Accuracy of A+ Data

You will need to contact the Core Data Coordinator for your district and ask them to provide you with the numbers or printout Screen 13 for 9, 10, 11 and 12th grade. If the number of A+ students shown on Screen 13 is not the number of students you show in your records then there may be issues with the MOSIS Submission. You will need to work with your MOSIS representative to fix the issue.

NOTE: The 12th grade number should represent the number of completers not the total number of 12 graders with signed agreements.

Compare the aggregated data on Screen 13 with the data from the MOSIS Student Core, Enrollment and Attendance File

Please ask the MOSIS Coordinator from your district to print off or allow you to review the following information from the **Student Core File** and the **Enrollment and Attendance File**.

Student Core File: sort the document by the A+ field (field AC in an Excel Spreadsheet).

Once sorted make sure that students have either a Y [9, 10, or 11th grade] or C [12th grade]

NOTE: If you have an 11th grade student who is graduating and is an A+ Completer, the grade needs to be changed to 12.

SSN field: SSN should be in the SSN field **not** the LocalStudentID field. SSN is a **required** field in order to certify the trial (*)

* The Department of Elementary & Secondary Education and school districts cannot require a student to provide the Social Security Number to be eligible to participate in the A+ Schools Program. The submission of the Social Security Number (if available) is important because all community colleges and career-technical schools utilize this number in the award and issuance of financial aid to students. Students who do not provide this information may have payments made on their behalf delayed until the information is provided.

If the school does not provide the SSN for a student, **substitute 999999999 for the SSN** in order to certify the trial.

Enrollment and Attendance File: sort the document by student grade level

If the student is graduating as an A+ Completer, the exit date and exit code should be completed. Please work with your MOSIS Coordinator to ensure the appropriate code is used.