



ALTERNATIVE PROGRAM STATUS REQUEST FORM

Overview: Schools that qualify for alternative education weighting in the Uniform Per Student Funding Formula (UPSFF) may submit a request that the school(s) be identified by completing the attached form. To qualify as an alternative program, a school must meet the criteria and rules set by the Office of the State Education of Education. In the District of Columbia “alternative program¹” means specialized instruction for students under court supervision or on short and long-term suspension, or who have been chronically truant or expelled from a regular District of Columbia Public School or public charter school academic program. An alternative program may describe an entire school or a specialized program within a school.

Criteria and Documentation: To qualify as an alternative program, a school or a program within a school must show evidence that at least 60 percent of its students possess any one of the seven criteria listed below:

1. Under court supervision (i.e., on probation); or
2. On short-term ²and long-term ¹ suspension from a regular District of Columbia Public School or public charter school program (students under this category will be funded on a pro rata basis); or
3. Chronically truant from a regular District of Columbia Public School or public charter school prior to enrollment in an alternative program (**if a student had 10 or more unexcused absences last year, the student could be termed as a truant for this purpose**)³; or
4. Expelled from a regular District of Columbia Public School or public charter school; or
5. Referred from Youth Service Administration as juvenile delinquent; or
6. Any combinations of items 1, 2, 3, 4 and 5 listed above.

Process: District of Columbia Public Schools and public charter schools shall use the form developed by the Office of the State Superintendent to request alternative status. Please note that the facts presented as evidence may be verified or audited after this request has been approved. The form must be completed, signed, scanned and emailed to the attention of Sheryl Hamilton at Sheryl.Hamilton@dc.gov with the subject heading “*Request for Alternative Education Program Designation.*”

Timeline: To qualify for alternative program UPSFF for the 2013 – 2014 school year applications must be received by August 30, 2013. Alternative program UPSFF determinations will be communicated by September 16, 2013.

¹ D.C. Official Code §38-2901(2006)

² Short-term means 1-25 days and long-term means 25 days and more.

³ A student who 'dropped' out or had not been in school the year before will be considered under this category.



ALTERNATIVE PROGRAM STATUS REQUEST FORM- SY 2013-2014

APPLICANT INFORMATION

1. Name of School:

2. Address:

City:

ZIP Code:

3. Contact Name:

Phone:

E-mail:

Fax:

4. Please indicate whether you are seeking "alternative" designation for:

The entire school

A program within a school

If a program within a school, please name the _____ program:

5. Please describe the school or program on a separate sheet. Include grades served, services provided, and hours of learning.

STUDENT POPULATION INFORMATION

INSTRUCTIONS	STUDENT STATUS	STUDENTS	
		NUMBER	PERCENTAGE
Please check all applicable boxes and indicate number of students in each category	Under court supervision, i.e., probation <input type="checkbox"/>		
	Short ⁴ and long-term suspension <input type="checkbox"/>		
	Chronically truant ⁵ <input type="checkbox"/>		
	Expelled <input type="checkbox"/>		
	Referred from Youth Service Administration as juvenile delinquents <input type="checkbox"/>		
	Committed to Youth Service Administration for neglect or abuse <input type="checkbox"/>		
	Alternative students with Individualized Education Programs <input type="checkbox"/>		
	Non-alternative students with Individualized Education Programs <input type="checkbox"/>		
TOTAL ALTERNATIVE STUDENTS:			
TOTAL NON- ALTERNATIVE STUDENTS:			
Alternative students with Individualized Education Programs:			
Non-alternative students with Individualized Education Programs:			

CERTIFICATION OF INFORMATION

Name of School Official:

Position:

Date:

Signature:

NOTE: COMPLETE THE FORM, SCAN AND EMAIL IT TO SHERYL.HAMILTON@DC.GOV. INFORMATION SUBMITTED TO OSSE MAY BE VERIFIED OR AUDITED.

⁴ Short-term means 1-25 days and long-term means 25 days and more.

⁵ A student who 'dropped' out or had not been in school the year before will be considered under this category.