


APSEM System

Pennsylvania Department of Education
Bureau of Special Education
Holly Fan




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APSEM

- Approved Private School Electronic Management System
- Electronic processing for 4010 funding students enrolled in Approved Private Schools (APSs) or Chartered Schools for the Deaf and Blind (CSDB).

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APS/CSDB General Information

- Approved Private Schools (APSs) and Chartered Schools for Deaf and Blind --- Brief Summary
- Serves complex needs students
- Members of APS
- APS/CSDB Directory and information can be found on the PDE web site


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APSEM Data Information


- Imported 4010 students information from old LEAPS to APSEM
- Converted the 2008-2009SY through 2014-2015 SY deduction data from the old LEAPs to APSEM
- PAsSecuredID data populated as individual student information in APSEM
- LEAs can update 4010s and 4011s for SY17-18



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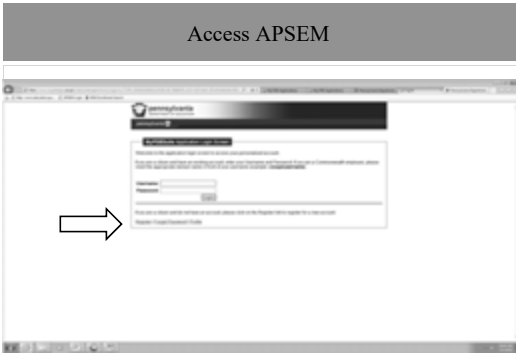
Access APSEM






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Access APSEM





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LEA Functions

- Create 4010
- 4011 Request for Change in Approved Private School Assignment
 - A. Withdrawal
 - B. Change in Program
 - C. Change in LEA or MAWA
 - D. Name Change
 - E. Cancellation
 - F. Ward of State Change

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LEA Functions Continued

- 4010 Enrollment Report
- 4010 Enrollment Deductions
- 4010 Enrollment Search
- Receive Notifications

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APS/CSDB Functions


- Create Calendar
- 4010 Enrollment Search
- 4010 Enrollment Report
- View Organization Cost
- Receive Reminders and Notifications

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APS/CSDB Functions Continued


- View Active 4010&4011Requests
- 4011 Review
 1. Approve (Agree)
 2. Reject (Disagree)
 3. Request Change

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Guidelines for Determining the Financially Responsible School District

- Definitions:


School District of Residence --- Where the parent resides
 Host District --- Where the facility/APS is located
 APS --- Approved Private School

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Guidelines for Determining the Financially Responsible School District Continued

- Section 1301

Any child being a resident of any school district may attend the public schools in the child's district.

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Guidelines for Determining the Financially Responsible School District Continued

- Section 1302

A child residing with a resident supporting the child gratis...such child shall be entitled to all free school privilege accorded to resident school children of the district....

The Uncle school district is financially responsible for the cost.

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Guidelines for Determining the Financially Responsible School District Continued

- Section 1305

None resident foster child entitled to privileges accorded to resident children

The foster parents' school district is financially responsible.

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Guidelines for Determining the Financially Responsible School District Continued

- Section 1306

Student residing in a residential facility located outside the district of residence

The parents' school district of residence is financially responsible.

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Guidelines for Determining the Financially Responsible School District Continued

- Section 1376

Where any child is enrolled in an APS the school district where the child is a resident shall assume financial responsibility

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Guidelines for Determining the Financially Responsible School District Continued

- Charter schools are treated equal to LEAs, and financially responsible for placing a child in an APS/CSDB.
- State pays 100% for early intervention students. No deduction from the LEAs. Parents' residence LEA initiates the 4010.
- For Ward of state students, State pays 100% as well.

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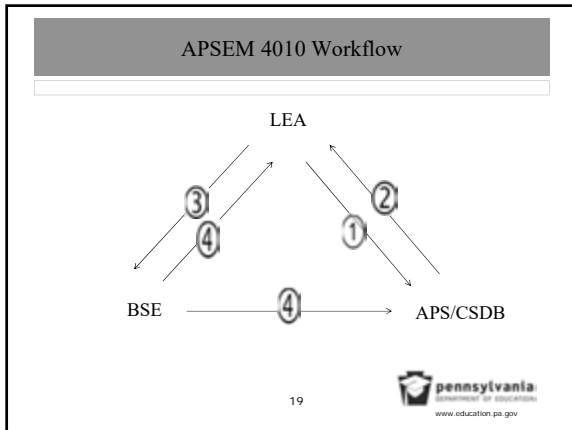


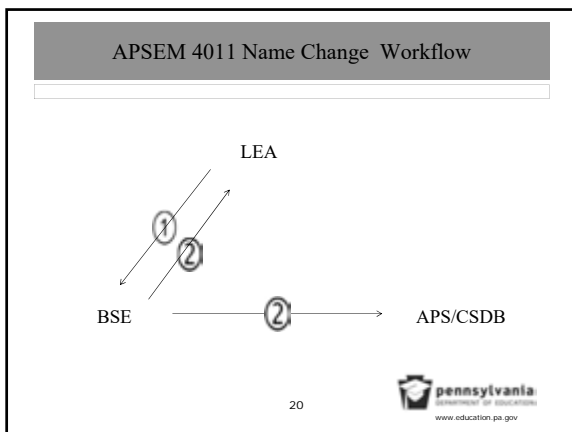
Procedure Changes

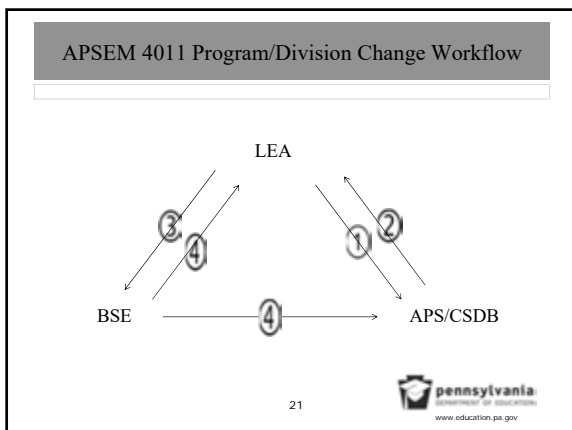
- No hard copy 4010 needed.
- No more Attendance Verification letter
- No more May 10th deduction letter
- PDE-4008 packet no longer applicable
- No more monthly enrollment reports
- No more calendar letter through Pennlink
- Aged out students
- Early intervention students' 4010 enrollment

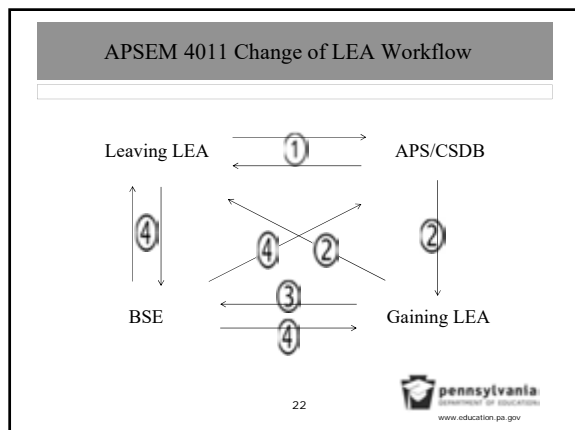
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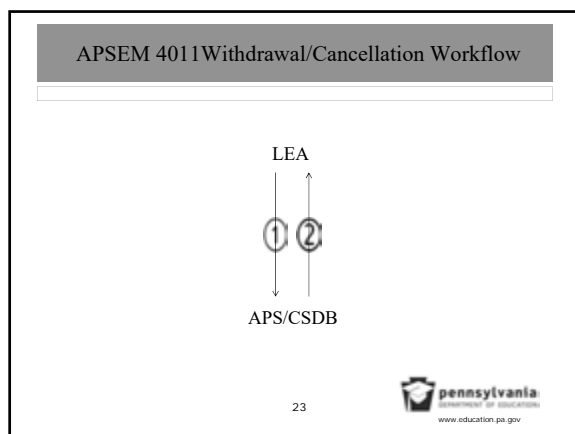


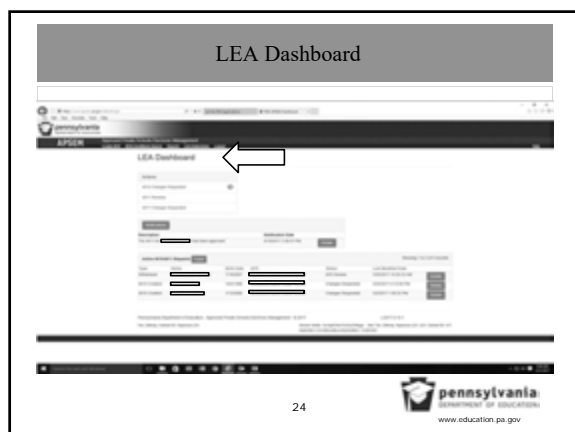


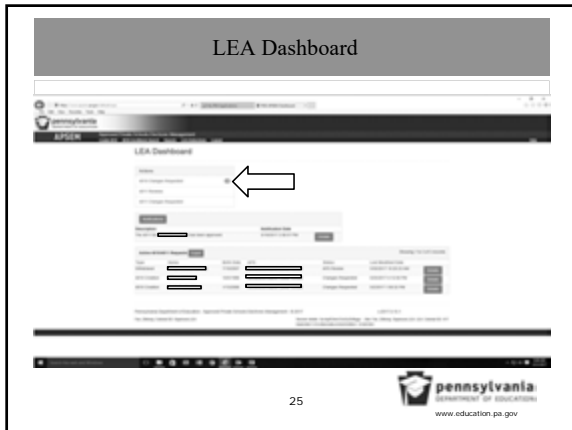


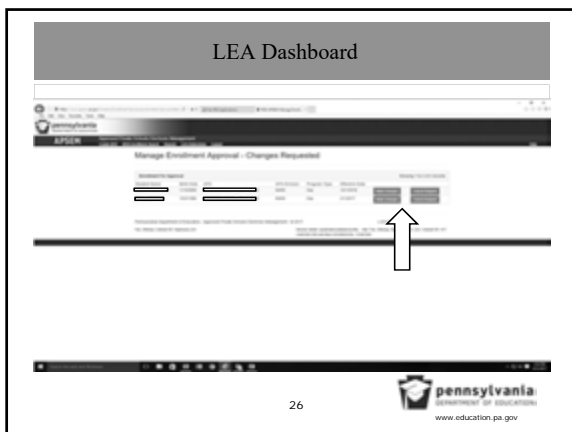


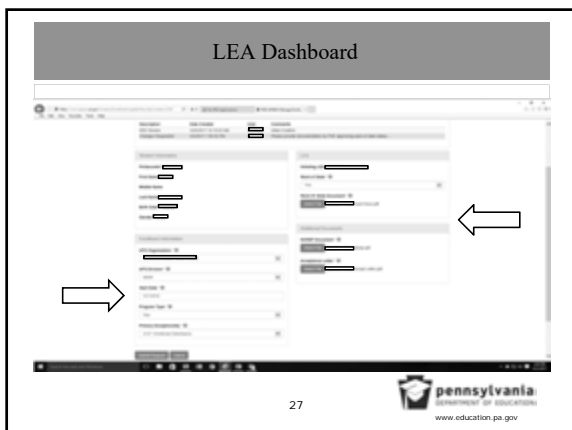












LEA Dashboard

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Common Error Message

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Common Error Message

Enrollment Information

Validation Errors
→ Counts have been finalized for the specified school year

Student Information

First Name

Middle Name

Last Name

Birth Date

Gender

LEA

Initiating LEA

Ward of State

Financially Responsible LEA

Resident ID

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If You Need Assistance

- Registration and Log in
- Forgotten your password
- Change your email address and other information
- And More....

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Help Links

- <http://www.education.pa.gov/Pages/default.aspx#.VxoROLHD-Uk>
- <https://www.mypdeapps.pa.gov/MyApps/Users/wfMyApplications.aspx>
- <http://www.education.pa.gov/Pages/MyPDE-Suite.aspx#tab-1>
- <http://www.education.pa.gov/K-12/Special%20Education/Pages/Approved-Private-Schools-and-Chartered-Schools-for-the-Deaf-and-the-Blind.aspx#tab-1>

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Question?



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