



Division of School Finance
 Special Education Funding and Data
 1500 Highway 36 West
 Roseville, MN 55113-4266

Special Expenditure Application Court Placed Non-Minnesota Residents with Individualized Education Programs (IEPs) 2019-20

ED-02432-13
DUE: 11/30/2020

General Information and Instructions: The Minnesota Department of Education (MDE) **will not accept** handwritten applications. Please use the online form process to complete this application. This form and supporting documentation provides MDE with the necessary information to document the eligibility of a student for court placed revenue.

Use **one** form for each student placement. MDE will use application information, supporting documentation, Minnesota Automated Reporting Student System (MARSS) record, and tuition billing to calculate the special education tuition payment.

Minnesota Statutes, section 125A.79, subdivision 4: "Tuition – Notwithstanding sections 125A.03 to 125A.24 and 125A.65, for children who are nonresidents of Minnesota, receive services under section 125A.76, subdivisions 1 and 2, and are placed in the serving school district by court action, the serving district shall submit unreimbursed tuition bills for eligible service to MDE instead of the resident school district. To be eligible for reimbursement, the serving school district, as part of its child intake procedures, must demonstrate good faith effort to obtain from the placing agency a financial commitment to pay tuition costs."

Applicant District Information

District Name:				District Number and Type:	
Address:			City:		ZIP Code:
Contact Person:			Email Address:		Telephone Number:
Name of Student:			MARSS Number (13 digits): *Required		Date of Birth (MM/DD/YYYY):
Full Name of Placing Agency (e.g., Ramsey County Human Services): *Required					
Full Name of Care and Treatment Facility: *Required					
Disability Code:	Age:	Grade:	Dates of Placement (MM/DD/YYYY): to	Membership Days:	Special Education Service Hours:
Non-Minnesota District of Residence:			Address (include City, State and ZIP Code):		

There must be a record for the student entered in MARSS for the Regular School Year (RSY).

The dates of placement for an RSY application must match the MARSS record begin and end dates.

Do not combine RSY and Extended School Year (ESY)/Summer Session placements on the same application.

Eligible certification: Student **must** meet **all** criteria to be eligible:

Student placed by a Minnesota court or human services not the parents or a school district. **District must submit documentation. *Required.**

Student had an Individualized Education Program (IEP) in effect for the time that the student was in placement. ***Required.**

District **must** submit statement for regular (core) education costs per day if care and treatment. ***Required.**

District **must** submit MARSS Report 17 for RSY 2019-20. ***Required.**

District attempted to invoice the district/state of residence and invoice was declined. **(Attach letters or invoices and responses.) *Required.**

District certifies that there are intake procedures in place to assure that the placing agency is responsible for education costs. ***Required.**

MDE cannot process the application if application is not complete, or the district does not attach required documentation. For more information, please see *Section 20 – Special Education Tuition Fund Applications* of the [Special Education Funding Guide](https://education.mn.gov) (From the MDE homepage (<https://education.mn.gov>) > Districts, Schools and Educators > Business and Finance > School Finance > Special Education > Special Education Funding Guide).

District Name:	District Number and Type:
----------------	---------------------------

Certification of Information

I certify that to the best of our knowledge, the information contained on this form is accurate and complete.

Signature – Director of Special Education

Telephone Number

Date