



**COMMONWEALTH of VIRGINIA
Department of Education**

July 15, 2016

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: 2015-2016 Summer Student Record Collection Due: August 26, 2016

The 2015-2016 Summer Student Record Collection (SRC) reflects both summer school graduates and Career and Technical Education (CTE) Finisher information. Only graduates who earned a diploma during summer school should be included in the 2015-2016 Summer SRC.

Remedial Summer School participation data is also included in the Summer SRC. Elementary and Secondary Remedial Summer School participation will be entered through the Division Level Miscellaneous Collection section of the Summer SRC application.

Every school division must complete a summer submission in order to generate the Final Term Graduate Report. The Final Term Graduate Report shows data that will be reported for your division. A detailed listing of the data elements on the student record collection and instructions for completing and submitting the data can be found on the Virginia Department of Education's Web site at http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml.

Data are required by the Department of Education on or before the closing date of August 26, 2016. Early submission and verification is strongly encouraged as the Department of Education intends to publicly release final graduation data on September 28, 2016. The Summer Student Record Collection will be open and accessible through the Single Sign-on for Web Systems (SSWS) portal starting August 1, 2016.

Questions or comments relating to the 2015-2016 Summer Student Record Collection should be directed to Educational Applications at RESULTSHELP@doe.virginia.gov.

SRS/SMW/lmc