

**Overview of On-Line STAC Verification Process Using the DVPRV Screen
for School-Aged 10-Month Section 4405 Private In-State and Out-of-State Placement Students
for 2006-07 and Subsequent Enrollment Years**

1). For 2006-07 and subsequent enrollment years, paper Automated Verification Listings (AVLs) will not be issued for this program.

To claim 2007-08 Private Excess Cost Aid, districts must verify 2006-07 10-month private placement students on-line.

2). Verify Private 10-Month STAC Approvals on-line anytime after the school year ends on June 30th using the DVPRV screen.

Districts no longer have to wait for SED to issue an AVL.

Districts designate who should have STAC on-line access to view and/or verify students on the DVPRV screen.

Districts access the DVPRV screen and select a private educational provider. Then you choose one of 3 options:

- a). Select all STAC-3 Approvals at that educational provider (both unverified and verified records)
- b). Select Unverified STAC-3 Approvals only at that educational provider
- c). Select Verified STAC-3 Approvals only at that educational provider

Districts then can verify the students on-line or remove the verification flag from students verified before in error.

Districts then select another educational provider or exit the DVPRV on-line verification module.

3). On your first pass on the DVPRV screen, verify just the students for whom all the student information displayed is correct.

No amendments to service dates or other fields may be entered on the DVPRV on-line verification screen.

- a). No duplicate student STAC Listings or errors in Name Spelling, STAC ID, Date of Birth
- b). Education and Maintenance Providers are correct
- c). Educational and Maintenance Program option numbers (9000 series number) are correct
- d). Education and Maintenance Start and End Dates are correct
- e). Half-Time Placement Status is correct
- f). 1-1 Aide Status is correct for Education and Maintenance

4). Following your first pass on the DVPRV screen, select Unverified STAC-3 Approvals only and print the on-line screens.

Note the amendments that need to be made on your printout of the 10-month private unverified on-line STACs.

5). Now go to the DQCLD child search screen and make the required STAC-3 Amendments on a child-by-child basis.

Enter the first child's STAC ID # and select the 2006-07 10-month private placement record to be amended.

Enter the required amendment for that child, and continue by amending all the other unverified students on your printout.

6). Return to the DVPRV screen, select Unverified STAC-3 Approvals only and verify the students who were just amended.

7). Previously verified students must be reverified if any of the following amendments are made to their STAC-3 Approvals.

- a). Educational and/or Maintenance Program option numbers (9000 series number) are amended
- b). Education and/or Maintenance Start and/or End Dates are amended
- c). Half-Time Placement Status is amended
- d). 1-1 Aide Status is amended for Education and/or Maintenance