

Request for STAR Due Date Extension

Request for an extended due date for the 2023-2024 STAR submission, due December 5.

Please complete this form with as much information as you can provide. This information will be used by the STAR team for not only determination of the length of the extension, but also future planning.

District and Type Number:

District Name:

STAR Coordinator Name:

1. How much time do you estimate you will need to complete your STAR report? What date is your projected final submission day?
2. Where are you in the process of completing your STAR report? (i.e.: I am working in our district's system with our vendor's software. I have uploaded our files and am fixing several errors.)
3. Are there extenuating circumstances that have caused this need for an extension that does not regularly occur? (i.e.: I was out on sick leave for three weeks. Our districts has been experiencing technology issues.)

4. Are there circumstances that happen regularly during October and November that would cause you to need more than seven weeks to complete the report? (i.e.: I do not receive all the staff assignment information until the end of October from our schools. We have additional large state reports we complete at the same time [please identify the report].)

5. Any additional information that would be important for this consideration or for future due dates?