



State of New Jersey
DEPARTMENT OF EDUCATION
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CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHRISTOPHER D. CERF
Acting Commissioner

April 12, 2011

TO: District Superintendents
Charter School Leaders

FROM: Pam Castellanos *PJC*
Division of Field Services

SUBJECT: Summer School Application Process and Forms

DEADLINE: Applications Due to County Office by May 30, 2011

The application process for districts that plan to conduct summer school programs has changed from past years. Please note that you will need to complete **two types of applications**:

School Application: complete a school application for each program held at a separate school site

District Application: complete one district application for the entire district

Directions for completing these application forms are provided to assist you. If you have any questions about this process, please contact your county office of education or e-mail doebroadcasts@doe.state.nj.us

Note that the law has been revised to allow your district to charge tuition for certain summer school courses. Please refer to N.J.S.A. 18A:11-15 for specifics.

All applications must be submitted to your county office of education by May 30, 2011.

PJC:summerschool/2011

Attachments

c: Executive County Superintendents
County Education Specialists