



State of New Jersey  
DEPARTMENT OF EDUCATION  
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TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

CHRISTOPHER D. CERF  
Acting Commissioner

October 11, 2011

To: Chief School Administrator  
School Business Administrator

From: Yut'se Thomas, Director  
Office of School Finance

A handwritten signature in black ink that reads "Yut'se Thomas".

Subject: FY 2012-13 Application for State School Aid

The ASSA application is available to download from the Department's web site at <http://www.nj.gov/education/data/collections/wdoenet>. The ASSA enrollment count date for this year is October 14, 2011.

The ASSA manual, questions and answers, work papers, and PowerPoint presentation are posted at [http://www.nj.gov/education/finance/sf/stateaid\\_app.shtml](http://www.nj.gov/education/finance/sf/stateaid_app.shtml). Districts can view two webinars by clicking the ASSA Webinars link and can also print the PowerPoint Presentation for use in training their staff.

Districts must complete their initial transmissions by **October 31, 2011**. We will then run the edits to enable districts to complete their counts by November 30th.

If you have any questions, please send an email to [assa@doe.state.nj.us](mailto:assa@doe.state.nj.us).

C: State Board  
Senior Staff  
Executive County Superintendents  
Executive County School Business Administrators  
Lee Group

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