

Local education agencies (LEAs) must generate a list of students with Individual Education Programs (IEPs) who meet the “Criteria for Data Collection” from all campuses, including those enrolled in a Juvenile Justice Alternative Education Program (JJAEP).

Identify Students Enrolled on a JJAEP Campus

- Locate the JJAEP campus number in the [AskTED](#) database or the SPPI 13 Texas Education Agency Login (TEAL) application drop-down menu.
- Obtain a list of students enrolled on the JJAEP campus from LEA PEIMS coordinator.

District

Campus

No Students Enrolled on the JJAEP Campus

- No students to include on the Official Student List
- LEAs follow the SPPI 13 Instructions for reporting “No student data to submit” for the JJAEP.

Students Enrolled on the JJAEP Campus

- LEAs include these students on the Official Student List if the students meet the “Criteria for Data Collection”.

Students enrolled on the JJAEP campus do not meet “Criteria for Data Collection”
 OR
After following Sampling Procedures, no students enrolled on the JJAEP campus are included on the Official Student List

- LEAs follow the SPPI 13 instructions for reporting “No student data to submit” for the JJAEP.

After following Sampling Procedures, students enrolled on the JJAEP campus are included on the Official Student List.

- LEAs follow the instructions for reporting SPPI 13 data.

LEAs must document the Sampling Procedures and maintain the list of students.

NOTE: If a UID match is not found, verify the student is still enrolled on the JJAEP campus. If the student is no longer enrolled on the JJAEP campus, the student’s data will not be reported.