![Colorado Department of Education logo]

2024-2025 Special Education End of Year Timeline

Due Dates	What is Due
Thursday, May 1, 2025	Snapshot available (IEP Interchange open since October 1, 2024)
Thursday, June 26, 2025	Date by which IEP Interchange errors need to be resolved and at least one 24-25 Special Education End-of-Year Snapshot created ☐ **Special Education Child File errors resolved** ☐ **Special Education Participation File errors resolved** ☐ **At least one 24-25 snapshot created** ☐ **Medically Necessary Services counts entered in Data Pipeline**
Thursday, Sept. 4, 2025	Date by which all exception requests should be received by CDE to allow sufficient time for processing ☐ **All exception requests uploaded to Syncplicity folder and CDE notified by email**
Thursday, Sept. 11, 2025	Date by which each AU should have a complete Special Education EOY Snapshot by passing all interchange and snapshot validations in preparation for duplicate checks If applicable, CEIS file uploaded and error free by this date ☐ **All data records needed are included in snapshot** ☐ **Special Education EOY Snapshot errors resolved** ☐ **CEIS file uploaded and errors resolved (if applicable to your AU)**
Friday, Sept. 12 – Friday, Sept. 19, 2025	**Initial Report Review** Review reports in detail and make any data corrections necessary to ensure data is valid and reliable ☐ **Exit information has been double-checked, verified, and data records contain up-to-date exit information to minimize duplicate reporting** ☐ **By Friday the 19th, all changes made and a complete error-free Special Education EOY Snapshot created in preparation for duplicate checks**
Monday, Sept. 22 – Friday, Sept. 26, 2025	**Resolving duplicates** CDE asks that AUs work together to facilitate resolution of duplicates
Friday, Sept. 26, 2025	Date by which AUs must have resolved all duplicate and data validity issues and created a complete error-free Special Education EOY Snapshot ☐ **All duplicates resolved** ☐ **Special Education EOY Snapshot error-free**
Monday, September 29 – Wednesday, Oct. 1, 2025	**Final Report Review** The final opportunity to review reports and make any changes necessary ☐ **All signature reports have been reviewed**

Due Dates	What is Due
Wednesday, Oct. 1, 2025	Any file changes identified during report review are required by this date and a complete Special Education EOY Snapshot created ☐ **All students who must be reported have been reported** ☐ **All interchange and snapshot errors must be resolved**
Friday, Oct. 3, 2025	**Final Data File Approval and Reports Submission** Date by which final Special Education EOY Snapshot submission is due to CDE ☐ **Medically Necessary Services counts must be entered in Data Pipeline before final approval** ☐ **Approve final Special Education EOY Snapshot by clicking "Submit to CDE" green button** ☐ **Upload signed reports to the ESSU Data Management System** **The following signed reports are due today! Reports should be uploaded to the ESSU Data Management System under the Documents section and must contain all pages of the reports listed below.** Note: Date of reports must be as of or after your final snapshot ☐ **1: Special Education EOY Data Validity Certification Report** ☐ **3: Indicator 11 Number of Students with Initial Part B Evaluation** ☐ **4: Indicator 12 Number of Children Referred from Part C to Part B** ☐ **5: Number of Students Exited by Disability and Discrete Age** ☐ **6: Indicator 2 Dropout by Disability** ☐ **7: Indicator 1 Graduation by Disability** ☐ **8: Year to Year Comparison Report of Number of Students Exited** ☐ **9: Year to Year Comparison Report of Students Reported by Type of Referral** ☐ **10: Listing of Students Reported in Error on the Previous December Count** ☐ **Flag explanation document has been uploaded to the DMS (applicable if A flags are present on reports 8 or 9)**

For more information, visit the Special Education End of Year Snapshot webpage or email SpedEndofYear@cde.state.co.us.