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Ohio.org

Department of Education & Workforce

DISTRICTS AND SCHOOLS FINAL CORRECTION OPPORTUNITIES

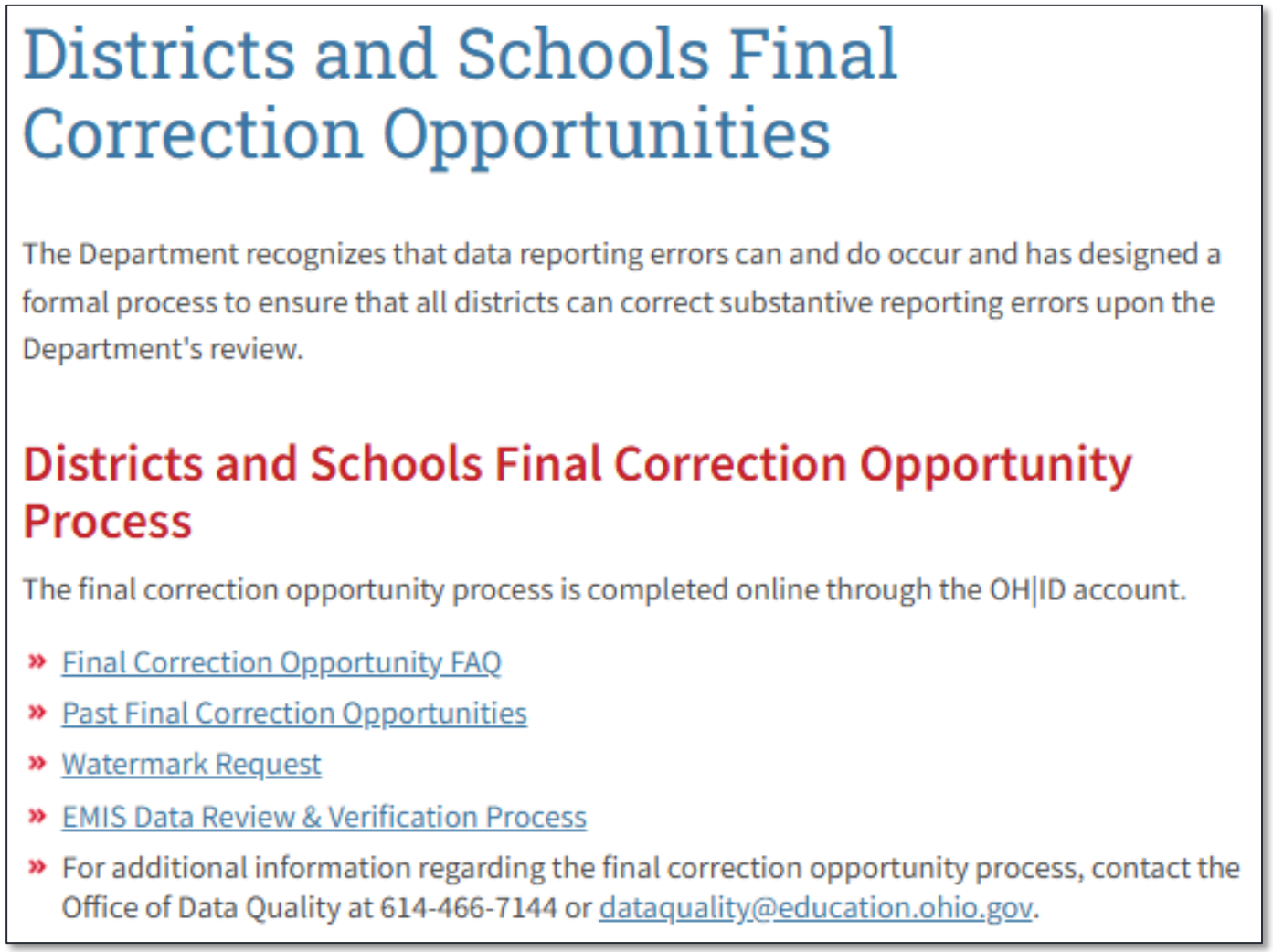
EMIS, September 2025

PURPOSE OF FINAL CORRECTION OPPORTUNITIES

- Formal process for specified organizations to rectify substantive reporting errors ***after*** collections close
- ***Last chance*** to correct data
- “Substantive” is a local determination considering impact on
  - Local Report Card
  - Funding

DEDICATED WEBPAGE

- Schedule posted on webpage
  - Current final correction opportunities
  - Upcoming final correction opportunities
- All dates are subject to change



Districts and Schools Final Correction Opportunities

The Department recognizes that data reporting errors can and do occur and has designed a formal process to ensure that all districts can correct substantive reporting errors upon the Department's review.

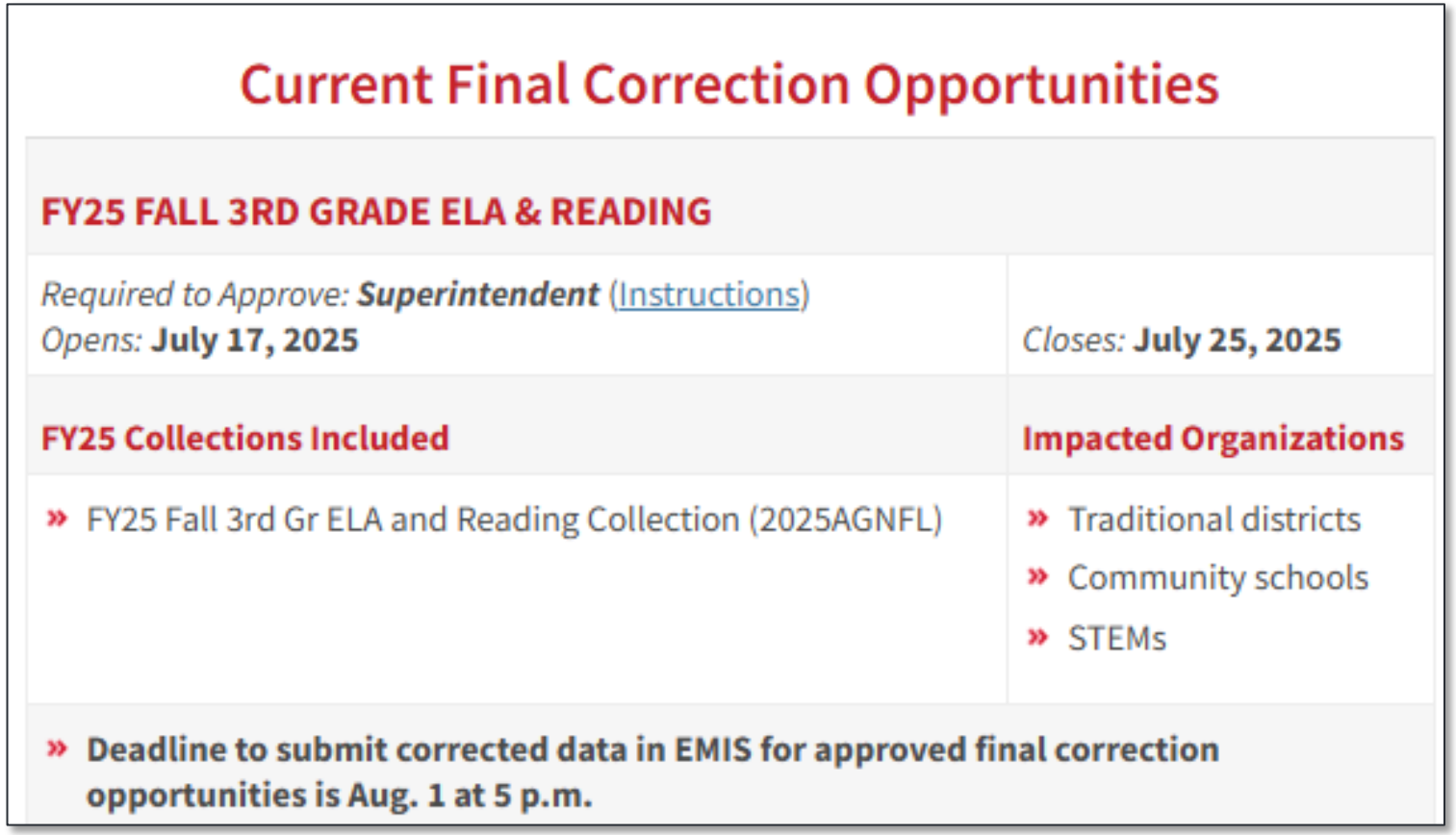
Districts and Schools Final Correction Opportunity Process

The final correction opportunity process is completed online through the OH|ID account.

- Final Correction Opportunity FAQ
- Past Final Correction Opportunities
- Watermark Request
- EMIS Data Review & Verification Process
- For additional information regarding the final correction opportunity process, contact the Office of Data Quality at 614-466-7144 or dataquality@education.ohio.gov.

TABLE INCLUDES

- Who is required to approve
- Instructions
- Open and close dates
- Collections involved
- Organizations impacted
- Corrected data deadline



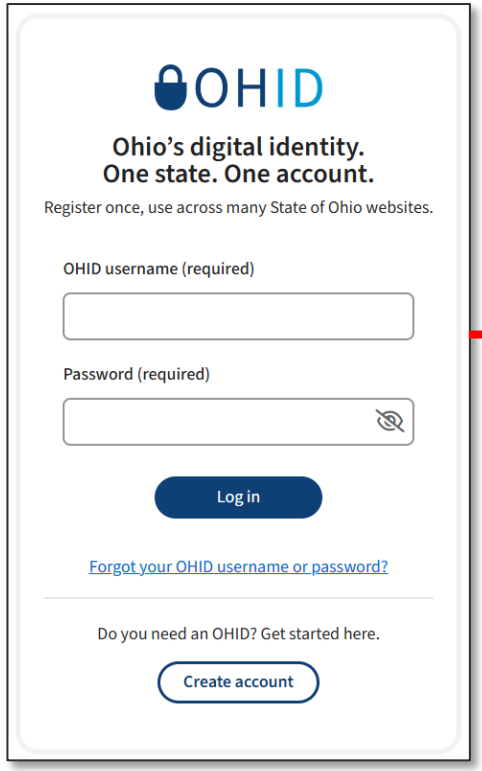
Current Final Correction Opportunities

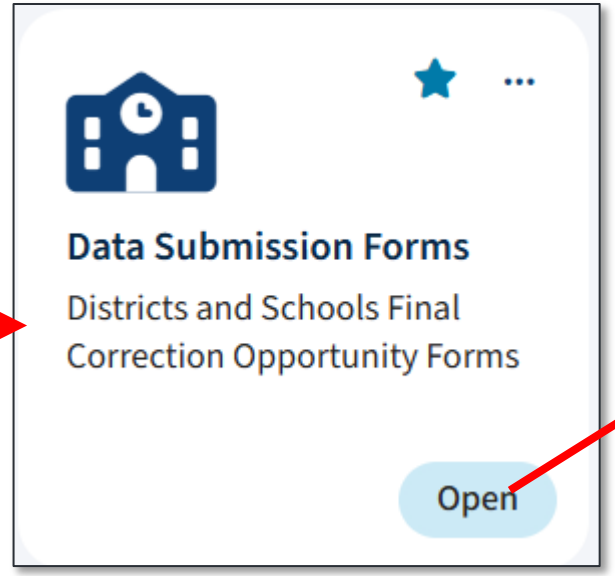
FY25 FALL 3RD GRADE ELA & READING

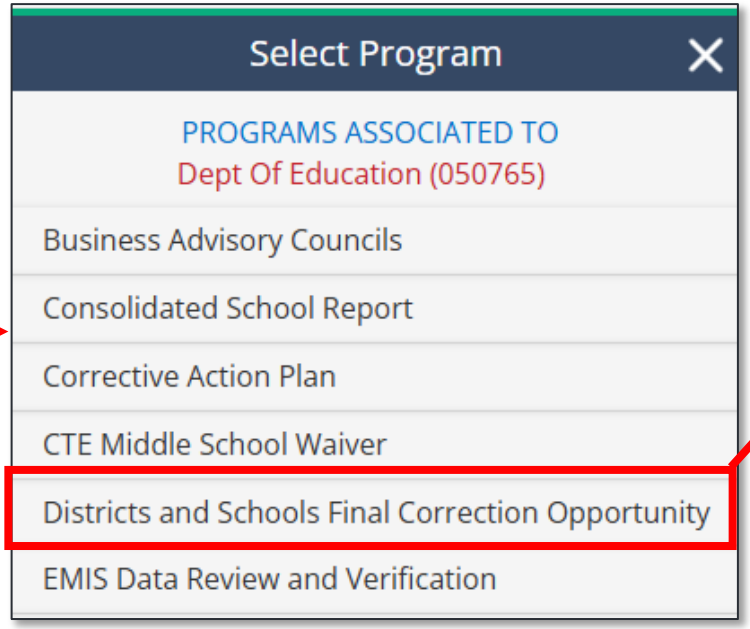
Required to Approve: ***Superintendent*** (Instructions) *Opens:* **July 17, 2025**	*Closes:* **July 25, 2025**
FY25 Collections Included	**Impacted Organizations**
» FY25 Fall 3rd Gr ELA and Reading Collection (2025AGNFL)	» Traditional districts » Community schools » STEMs

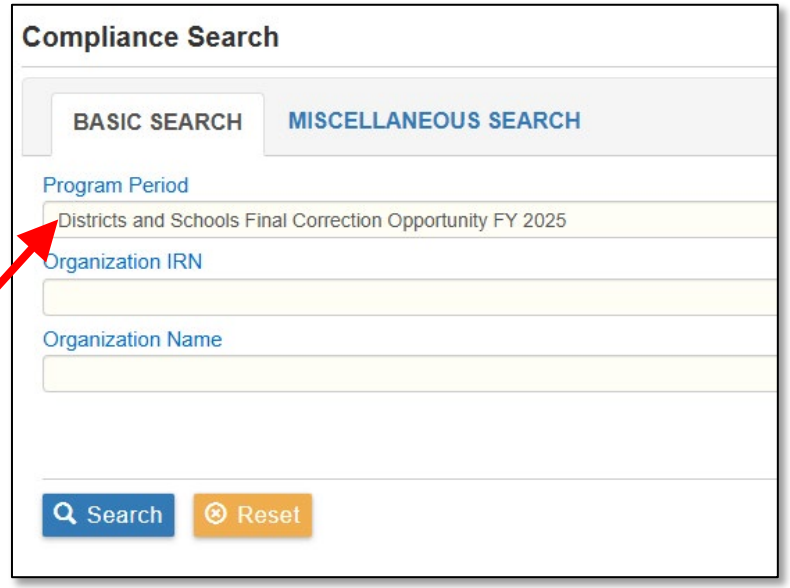
» **Deadline to submit corrected data in EMIS for approved final correction opportunities is Aug. 1 at 5 p.m.**

ACCESSING FORMS

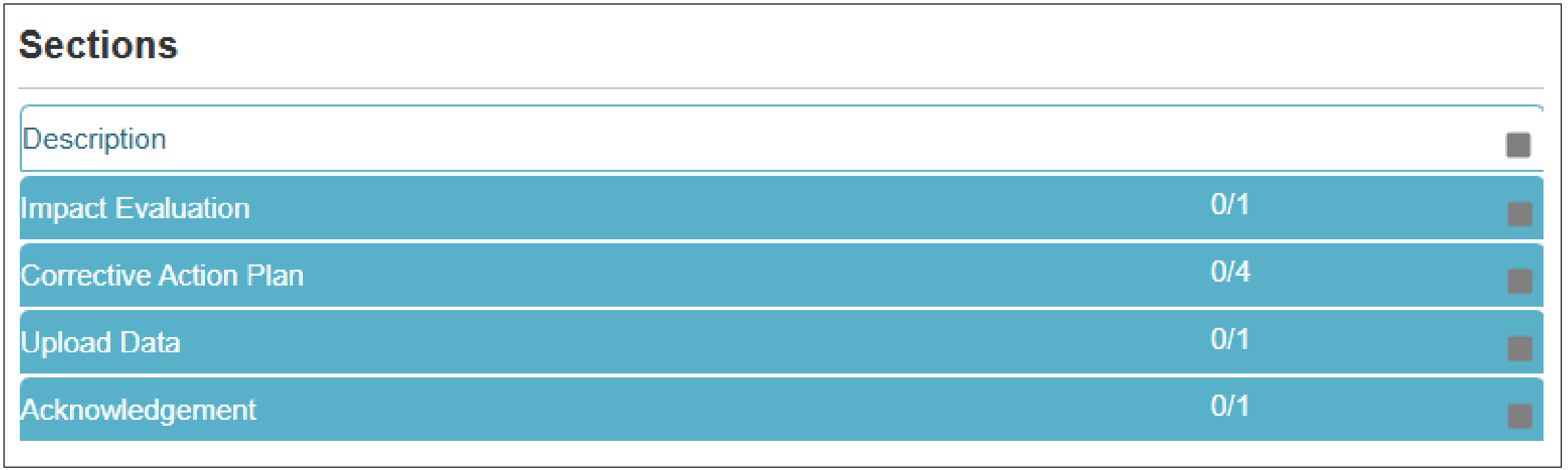








FINAL CORRECTION OPPORTUNITY FORM SECTIONS



FORM SECTION: DESCRIPTION

- A concise summary describing the data reporting error that needs correction
- Identify the scope
  - How many records affected
- Nature of reporting error
- Do ***not*** include personally identifiable information (PII) about students
  - For example, student names or social security numbers

FORM SECTION: IMPACT EVALUATION

- What is the impact of this final correction opportunity?
- Will the requested data corrections impact Report Card results or funding?
- Will the requested data corrections impact opportunities for students?

FORM SECTION: CORRECTIVE ACTION PLAN (CAP)

- ID the issue: Districts include a brief explanation as to why data was not submitted correctly
- ID the solution: Districts must identify steps to avoid similar reporting errors in the future
- ID the training: Districts must provide a description of the training staff will receive to ensure accurate submission in the future
- If CAP is not acceptable, an amended CAP is required

FORM SECTION: UPLOAD DATA

- Upload Excel file(s) or other documentation
- Include SSID and data to be corrected
- Do ***not*** include student names or social security numbers
- Information used only to evaluate final correction opportunity

FORM SECTION: ACKNOWLEDGEMENT

Official sign off verifying

- The final correction opportunity form has been reviewed and completed in its entirety
- Any additional documentation needed has been uploaded
- The corrective action plan has been submitted

FORM SECTION: COMPLETION AND SUBMISSION

- Forms can be completed and saved by
  - EMIS Coordinator
  - Superintendent
  - Superintendent Designee
- Forms must be approved and submitted by
  - Superintendent, except for
    - Financial final correction opportunity – Treasurer (only)
    - Funding final correction opportunity – Treasurer (first), Superintendent (second)

RESOURCES

- Districts and Schools Final Correction Opportunities webpage
  - Home > Data > EMIS > EMIS Reporting Responsibilities > Districts and Schools Final Correction Opportunities
- Office of Data Quality Contact Information
  - dataquality@education.ohio.gov
  - 614-466-7144
- Help with EMIS reporting
  - Home > Data > EMIS > EMIS Training > EMIS Training Videos

THANK YOU!

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