Annual Reporting Calendar

MSIS

MISSISSIPPI
DEPARTMENT OF
EDUCATION

VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

MISSISSIPPI
DEPARTMENT OF
EDUCATION
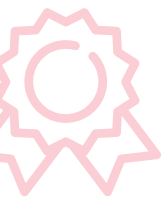
1 **ALL** Students Proficient and Showing Growth in All Assessed Areas

2 **EVERY** Student Graduates from High School and is Ready for College and Career

3 **EVERY** Child Has Access to a High-Quality Early Childhood Program

4 **EVERY** School Has Effective Teachers and Leaders

5 **EVERY** Community Effectively Uses a World-Class Data System to Improve Student Outcomes

6 **EVERY** School and District is Rated "C" or Higher

MISSISSIPPI DEPARTMENT OF EDUCATION

Be an active participant

React

Share reactions

Respond to prompts in the chat

Chat

Ask questions

Q&A
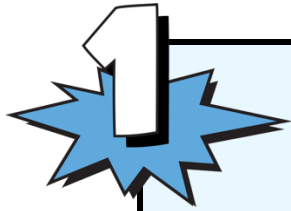
1 **REVIEW** monthly certification process

2 **EXAMINE** Annual Reporting calendar

JULY

MSIS shutdown

JULY 2025

MSIS screens and Reports will default to the new school year.

Data Quality Dashboard will show new SY errors/warnings.

The following reports are **not currently** available or **do not have data** – *we will let districts know when they are available again:*

- Five or More Absences (blank report)
- Teacher Schedules (not refreshed)
- Student Schedules (not refreshed)
- Graduates and Dropouts (blank report)
- Special Education Child Find and Early Learning Outcomes (not refreshed)

Home   New

MSIS Overview

The Mississippi Student Information System (MSIS) was created to comply with the Performance Based Accreditation Model established by the Education Reform Act of 1982. This creation was strengthened by further legislation in 1994. This legislation placed an emphasis on the accurate reporting of student attendance and personnel at the school level – it required that there be no more summary data sent to the State Department of Education. MSIS was created to capture the data necessary to comply with state legislation and federal re

MSIS provides for the ele
administrators, students
transfer of student reco
system. The purpose of

Stay Informed

Subscribe to our email list for MSIS announcements.

Sign up for MSIS Blast emails!

- Support the Mississi
- Support education f

- Provide timely and accurate reporting of education data (schedules, attendance, grades, transportation, discipline, Vocational, and Special Education) to meet state and federal requirements

- Allow for student tracking across the state to determine student mobility trends and to assist in the reduction of the drop-out rate within the state.

Legacy System

Beginning July 2025, the legacy MSIS system will only be accessible for historical data (prior to the

Historical Data

- Enrollment will be available July 1
- More data domains available throughout 25-26SY

Legacy

- No 25-26SY reporting in legacy MSIS
- Can view prior school year data in legacy MSIS for Accountability, etc.

Final access to legacy MSIS
will be removed in late Fall 2025.

Certification windows **WILL NOT** be extended

25-26 Annual Reporting
Calendar At-A-Glance

MSIS

JULY

MSIS reports and screens default to the new school year on July 1. Files containing **data for the new school year (2025-2026)** can be uploaded to MSIS.		

Due Date	Item	Data Submission Method & Frequency
	PREVIOUS SCHOOL YEAR DATA	
5	**Finance (FETS) & Bond data** begin sending via file upload	File Upload (as needed)
31	**Graduates & Completers** (reflects any changes after Month 9 certification and summer sessions)	API (nightly)
	Update Grades/Promotions (updates for course grades and completion statuses)	Manual input (as needed)
31	**Academic Record** (Course History Report to include any summer session data)	API
31	**Update Grades/Promotions** (updates for 3rd grade promotions)	Manual Input (as needed)
	Good Cause Exemptions	Data Entry Download/ File Upload (as needed)
31	**Cohort** (request updates via Cohort Manual Input screen)	API (nightly) & Manual Input (as needed)
31	**Senior Snapshot** (request updates via Senior Snapshot Manual Input screen)	API (nightly) & Manual Input (as needed)
31	**Assessment Readiness** (ACT & WorkKeys)	Data Entry Download/File Upload (as needed)

Continued on next page

Calendar At-A-Glance

MISSISSIPPI DEPARTMENT OF EDUCATION

Data collection CERTIFICATION

Data collection BEGINS for the current school year

Data collection STOPS for the current school year

MISSISSIPPI DEPARTMENT OF EDUCATION

JULY

MSIS reports and screens default to the new school year on July 1. Files containing **data for the new school year (2025-2026)** can be uploaded to MSIS.		
Due Date	**Item**	**Data Submission Method & Frequency**
PREVIOUS SCHOOL YEAR DATA		
24	**Senior Snapshot** (request updates via Senior Snapshot Manual Input screen)	API (nightly & Manual Input as needed)
29	**Assessment Readiness** (ACT & WorkKeys)	Data Entry Download/File Upload (as needed)
29	**Finance (FETS) & Bond data** begin sending via File Upload	File Upload (as needed)

MISSISSIPPI DEPARTMENT OF EDUCATION

JULY

	MSIS reports and screens default to the new school year on July 1. Files containing **data for the new school year (2025-2026)** can be uploaded to MSIS.	
Due Date	**Item**	**Data Submission Method & Frequency**
	PREVIOUS SCHOOL YEAR DATA	
24	**Senior Snapshot** (request updates via Senior Snapshot Manual Input screen)	API (nightly & Manual Input as needed)
29	**Assessment Readiness** (ACT & WorkKeys)	Data Entry Download/File Upload (as needed)
29	**Finance (FETS) & Bond data** begin sending via File Upload	File Upload (as needed)

Accountability Data Collections ([Slide deck](#) and [Recording](#)) – July 17

JULY

MSIS reports and screens default to the new school year on July 1.
Files containing **data for the new school year (2025-2026)** can be uploaded to MSIS.

Due Date	Item	Data Submission Method & Frequency
	PREVIOUS SCHOOL YEAR DATA	
24	**Senior Snapshot** (request updates via Senior Snapshot Manual Input screen)	API (nightly & Manual Input as needed)
29	**Assessment Readiness** (ACT & WorkKeys)	Data Entry Download/File Upload (as needed)
29	**Finance (FETS) & Bond data** begin sending via File Upload	File Upload (as needed)

Finance Data – FETS & Bond data – August 14

MISSISSIPPI DEPARTMENT OF EDUCATION

JULY

31	**Graduates & Completers** (reflects any changes after Month 9 certification and summer sessions) **Update Grades/Promotions** (updates for course grades and completion statuses)	API (nightly) Manual input (as needed)
31	**Academic Record** (Course History Report to include any summer session data)	API

Continued on next page

Assessment & Graduation Data – August 8

JULY

31	**Graduates & Completers** (reflects any changes after Month 9 certification and summer sessions)	API (nightly)
	Update Grades/Promotions (updates for course grades and completion statuses)	Manual input (as needed)
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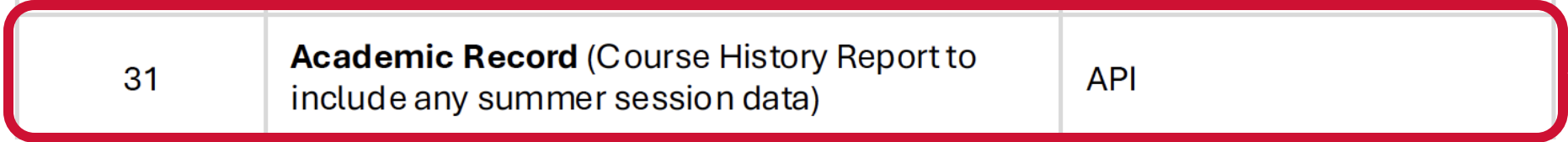
Monthly Certification – Course Section & Academic Record – July 28

MISSISSIPPI DEPARTMENT OF EDUCATION

JULY

MSIS reports and screens default to the new school year on July 1.
Files containing **data for the new school year (2025-2026)** can be uploaded to MSIS.

Due Date	Item	Data Submission Method & Frequency
	NEW SCHOOL YEAR DATA	
31	**MSIS Security Listing** (User Permissions)	Administration > Manage Users (as needed)
31	**Enter School and District calendars** in the SIS	API (nightly – see August deadlines)
31	**Review/Update LEA & School Info screens** • LEA Management • School Management • School Board Members • District Salary Scale	Manual Input (as needed)

JULY

MSIS reports and screens default to the new school year on July 1. Files containing **data for the new school year (2025-2026)** can be uploaded to MSIS.		
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MISSISSIPPI DEPARTMENT OF EDUCATION

Primary & Secondary Data Domain Permission

MSIS

CTE	Discipline	Federal Programs

• **Reports > Data Analytics**
  o Profiles:
    ▪ School Profile
  o Certification Reports:
    ▪ CTE EOY 🏅
Data Input > Student
Non Public Student
	• **Data Submission > Upload a File**
	  o Incident.Removal
	• **Data Submission > Submission Status**
	• **Data Submission > Data Quality Dashboard**
	  o Discipline errors
	• **Reports > Data Analytics**
	  o Profiles:
	    ▪ School Profile
	  o Reports:
	    ▪ Discipline reports
		• **Data Submission > Upload a File**
		  o FedProg.EnglishLearner
		  o FedProg.Homeless
		  o FedProg.Immigrant
		• **Data Submission > Submission Status**
		• **Data Submission > Data Quality Dashboard**
		  o Federal Programs errors
		• **Reports > Data Analytics**
		  o Data Entry Download:
		    ▪ English Learner Roster
		    ▪ Homeless
		    ▪ Immigrant
		  o Profiles:
		    ▪ School Profile
		  o Certification Reports:
		    ▪ Federal Programs EOY 🏅

✏️ All items are view only except for those notated with pencil icon ✏️

🏅 If *Can Certify District* or *Can Certify School*, then will be able to certify those data collections. 🏅

Quick Reference Guides > User Menu Options

MISSISSIPPI DEPARTMENT OF EDUCATION

JULY

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31	**MSIS Security Listing** (User Permissions)	Administration > Manage Users (as needed)
31	**Enter School and District calendars** in the SIS	API (nightly – see August deadlines)
31	**Review/Update LEA & School Info screens** • LEA Management • School Management • School Board Members • District Salary Scale	Manual Input (as needed)

Monthly Certification – Organization, Discipline – July 25

MISSISSIPPI DEPARTMENT OF EDUCATION

JULY

31	**Monthly Data Review** • MSIS IDs • Non-Public Student Entry	File Upload & Manual Input (as needed)

MSIS IDs:
Other Student Data -
July 28

Non-Public Student Entry
Special Education Data collection -
August 1

mdek12.org/msis/msis-training/

AUGUST

Due Date	Item	Data Submission Method & Frequency
	NEW SCHOOL YEAR DATA	
1	**Organization data** begins sending via API from SIS (PowerSchool districts schedule first publish)	API (nightly)
15	**Student data [Attendance, Enrollment, & Student Demographics]** begins sending via API from SIS (PowerSchool districts schedule first publish)	API (nightly)
15	**Course Section data** begins sending via API from SIS (PowerSchool districts schedule first publish)	API (nightly)
15	**Discipline data** begins sending via API from SIS (PowerSchool districts schedule first publish)	API (nightly)
15	**Personnel data** begins sending via API or file upload	API (nightly) or File Upload (as needed)

MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

Due Date	Item	Data Submission Method & Frequency
	NEW SCHOOL YEAR DATA	
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15	**Discipline data** begins sending via API from SIS (PowerSchool districts schedule first publish)	API (nightly)
15	**Personnel data** begins sending via API or file upload	API (nightly) or File Upload (as needed)

MISSISSIPPI DEPARTMENT OF EDUCATION

Chat

When does 25-26SY STUDENT DATA begin coming to MSIS via API?

WHY

stagger the collection dates?

WHY

wait so long to begin collecting data?

MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

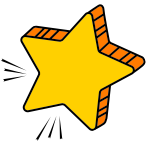| Due Date	Item	Data Submission Method & Frequency
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MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

31	**MSIS Security Listing** (User Permissions)	Administration > Manage Users (as needed)
31	**Student Intervention**	Manual Input
31	**Monthly Data Review** (preparing for Month 1) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Finance (previous school year) • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data	API, File Upload, & Manual Input (various)

MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

31	**MSIS Security Listing** (User Permissions)	Administration > Manage Users (as needed)
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New School Year Data!
Other Student Data --
July 28

mdek12.org/msis/msis-training/

MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

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Register for our other Virtual Bootcamp Sessions!!

mdek12.org/msis/msis-training/

MISSISSIPPI DEPARTMENT OF EDUCATION

Preparing for monthly certifications

Clear any errors for the reporting period.

Check warnings for the reporting period.

Review MSIS Reports & Manual Input for accuracy.

Compare with corresponding SIS reports.

AUGUST

	PREVIOUS SCHOOL YEAR DATA	
31	**Update Grades/Promotions** (updates for 3rd grade promotions) **Good Cause Exemptions**	Manual Input (as needed) Data Entry Download/ File Upload (as needed)
31	**24-25 SY only: Student Interventions**	Manual Input (as needed)
31	**24-25 SY only: Summer Activity Report**	Data Entry Download/ File Upload (as needed)

Assessment & Graduation Data – August 8

MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

	PREVIOUS SCHOOL YEAR DATA	
31	**Update Grades/Promotions** (updates for 3rd grade promotions) **Good Cause Exemptions**	Manual Input (as needed) Data Entry Download/ File Upload (as needed)
31	**24-25 SY only: Student Interventions**	Manual Input (as needed)
31	**24-25 SY only: Summer Activity Report**	Data Entry Download/ File Upload (as needed)

Previous School Year Data!
Other Student Data --
July 28

MISSISSIPPI DEPARTMENT OF EDUCATION

AUGUST

	PREVIOUS SCHOOL YEAR DATA	
31	**Update Grades/Promotions** (updates for 3rd grade promotions) **Good Cause Exemptions**	Manual Input (as needed) Data Entry Download/ File Upload (as needed)
31	**24-25 SY only: Student Interventions**	Manual Input (as needed)
31	**24-25 SY only: Summer Activity Report**	Data Entry Download/ File Upload (as needed)

Previous School Year Data!
Other Student Data --
July 28

MISSISSIPPI DEPARTMENT OF EDUCATION

SEPTEMBER

Due Date	Item	Data Submission Method & Frequency
	CURRENT SCHOOL YEAR DATA	
1	**Special Education data** begins sending via API from vendor or file upload	API (nightly) or File Upload (as needed)
30	**Monthly Data Review** (preparing for Month 1) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Finance (previous school year) • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Special Education Data Collection -- August 1

MISSISSIPPI DEPARTMENT OF EDUCATION

SEPTEMBER

Due Date	Item	Data Submission Method & Frequency
**CURRENT SCHOOL YEAR DATA**	
1	**Special Education data** begins sending via API from vendor or file upload	API (nightly) or File Upload (as needed)
30	**Monthly Data Review** (preparing for Month 1) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Finance (previous school year) • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

SEPTEMBER

	PREVIOUS SCHOOL YEAR DATA	
30	**Graduation Options**	Data Entry Download/File Upload (as needed)
30	**Graduates & Completers** (reflects any changes after Month 9 certification and summer sessions)	API (nightly)
	Update Grades/Promotions (updates for previous school year graduates)	Manual input (as needed)

Assessment & Graduation Data – August 8

SEPTEMBER

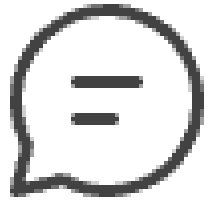| PREVIOUS SCHOOL YEAR DATA		
30	**Graduation Options**	Data Entry Download/File Upload (as needed)
30	**Graduates & Completers** (reflects any changes after Month 9 certification and summer sessions) **Update Grades/Promotions** (updates for previous school year graduates)	API (nightly) Manual input (as needed)

Assessment & Graduation Data – August 8

OCTOBER

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 1** Certification window: October 1-10th	API (nightly)
10	**Kindergarten Entry**	Data Entry Download, File Upload (as needed)
15	**Financial (FETS) and Bond Data** Certification window: October 1-15th	File Upload (as needed)
15	**National Board Certified Staff** Certification window: October 1-15th	API (nightly) or File Upload (as needed)
31	**Summer Activity Report**	Data Entry Download/File Upload (as needed)

Chat

This icon appears for the first time on the calendar. What does it mean??
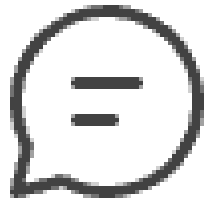
Chat

How many certifications are due in October?

Clear any errors for the reporting period.

Check warnings for the reporting period.

Review MSIS Reports for accuracy.

Compare with corresponding SIS reports.
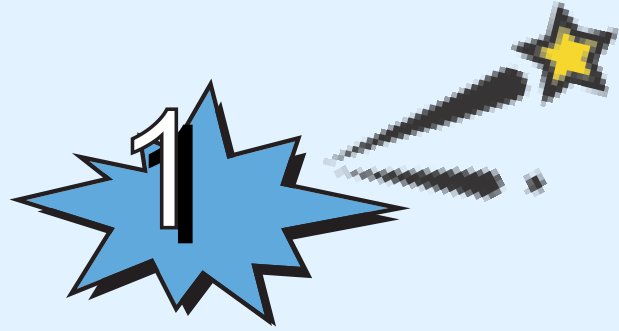
OCTOBER

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 1** Certification window: October 1-10th	API (nightly)
10	**Kindergarten Entry**	Data Entry Download, File Upload (as needed)
15	**Financial (FETS) and Bond Data** Certification window: October 1-15th	File Upload (as needed)
15	**National Board Certified Staff** Certification window: October 1-15th	API (nightly) or File Upload (as needed)
31	**Summer Activity Report**	Data Entry Download/File Upload (as needed)

Register for our other Virtual Bootcamp Sessions!!

MISSISSIPPI DEPARTMENT OF EDUCATION

Review Reports for accuracy.

Enrollment Reports

- Enrollment & Transfers
- Net Membership
- Promotion & Retention

Attendance Reports

- ADA
- 5 or More Absences
- Student Attendance

Student Demographic Reports

- Student Indicators
- Gifted

Review Reports for accuracy.

Organization Reports

- Calendar

Discipline Reports

- Discipline

Course Section Reports

- Teacher Schedules
- Student Schedules
(Final grades, Carnegie units once data is populated from SIS)

Enrollment Reports

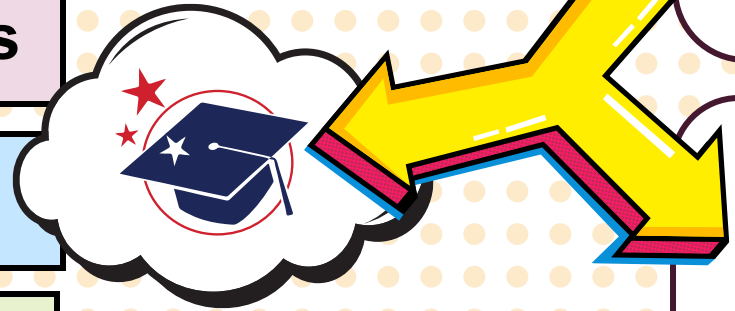Attendance Reports

Student Demographic Reports

Course Section Reports

Discipline Reports

Organization Reports

Student Demographic Reports

- Student Indicators

Other Program Office staff

Certification windows
WILL NOT
be extended

OCTOBER

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 1** Certification window: October 1-10th	API (nightly)
10	**Kindergarten Entry**	Data Entry Download, File Upload (as needed)
15	**Financial (FETS) and Bond Data** Certification window: October 1-15th	File Upload (as needed)
15	**National Board Certified Staff** Certification window: October 1-15th	API (nightly) or File Upload (as needed)
31	**Summer Activity Report**	Data Entry Download/File Upload (as needed)

Other Student Data -- July 28

MISSISSIPPI DEPARTMENT OF EDUCATION

OCTOBER

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 1** Certification window: October 1-10th	API (nightly)
10	**Kindergarten Entry**	Data Entry Download, File Upload (as needed)
15	**Financial (FETS) and Bond Data** Certification window: October 1-15th	File Upload (as needed)
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31	**Summer Activity Report**	Data Entry Download/File Upload (as needed)

Finance Data – FETS & Bond data – August 14

MISSISSIPPI DEPARTMENT OF EDUCATION

OCTOBER

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 1** Certification window: October 1-10th	API (nightly)
10	**Kindergarten Entry**	Data Entry Download, File Upload (as needed)
15	**Financial (FETS) and Bond Data** Certification window: October 1-15th	File Upload (as needed)
15	**National Board Certified Staff** Certification window: October 1-15th	API (nightly) or File Upload (as needed)
31	**Summer Activity Report**	Data Entry Download/File Upload (as needed)

Personnel & Finance Reports – August 12

MISSISSIPPI DEPARTMENT OF EDUCATION

OCTOBER

	Due Date	Item	Data Submission Method & Frequency
✓	1-10	**District Approval Month 1** Certification window: October 1-10th	API (nightly)
	10	**Kindergarten Entry**	Data Entry Download, File Upload (as needed)
✓	15	**Financial (FETS) and Bond Data** Certification window: October 1-15th	File Upload (as needed)
✓	15	**National Board Certified Staff** Certification window: October 1-15th	API (nightly) or File Upload (as needed)
	31	**Summer Activity Report**	Data Entry Download/File Upload (as needed)

Current School Year Data!
Other Student Data --
July 28

MISSISSIPPI DEPARTMENT OF EDUCATION

OCTOBER

31	**Monthly Data Review** (preparing for Month 2) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)
	PREVIOUS SCHOOL YEAR DATA	
31	**Cohort** (request updates via Cohort Manual Input screen)	API (nightly) & Manual Input (as needed)

Begin preparing for Month 2!!!

MISSISSIPPI DEPARTMENT OF EDUCATION

OCTOBER

31	**Monthly Data Review** (preparing for Month 2) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)
	PREVIOUS SCHOOL YEAR DATA	
31	**Cohort** (request updates via Cohort Manual Input screen)	API (nightly) & Manual Input (as needed)

Accountability Data Collections (Slide deck and Recording) – July 17

Due Date	Item	Data Submission Method & Frequency
1-10	**Personnel Data** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
1-10	**District Approval Month 3** Certification window: December 1-10th	API (nightly)
1-10	**Special Education – Child Count** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
10	**MSFF** (Report freezes on December 10)	API (nightly)
30	**Monthly Data Review** (preparing for Month 4) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Chat

How many certifications are due in December?

Due Date	Item	Data Submission Method & Frequency
✓ 1-10	**Personnel Data** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
✓ 1-10	**District Approval Month 3** Certification window: December 1-10th	API (nightly)
✓ 1-10	**Special Education – Child Count** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
10	**MSFF** (Report freezes on December 10)	API (nightly)
30	**Monthly Data Review** (preparing for Month 4) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Personnel & Finance Reports – August 12

MISSISSIPPI DEPARTMENT OF EDUCATION

Due Date	Item	Data Submission Method & Frequency
1-10	**Personnel Data** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
1-10	**District Approval Month 3** Certification window: December 1-10th	API (nightly)
1-10	**Special Education – Child Count** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
10	**MSFF** (Report freezes on December 10)	API (nightly)
30	**Monthly Data Review** (preparing for Month 4) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Special Education Data Collection -- August 1

MISSISSIPPI DEPARTMENT OF EDUCATION

Due Date	Item	Data Submission Method & Frequency
1-10	**Personnel Data** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
1-10	**District Approval Month 3** Certification window: December 1-10th	API (nightly)
1-10	**Special Education – Child Count** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
10	**MSFF** (Report freezes on December 10)	API (nightly)
30	**Monthly Data Review** (preparing for Month 4) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Other Student Data --
July 28

MISSISSIPPI DEPARTMENT OF EDUCATION

Due Date	Item	Data Submission Method & Frequency
1-10	**Personnel Data** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
1-10	**District Approval Month 3** Certification window: December 1-10th	API (nightly)
1-10	**Special Education – Child Count** Certification window: December 1-10th	API (nightly) or File Upload (as needed)
10	**MSFF** (Report freezes on December 10)	API (nightly)
30	**Monthly Data Review** (preparing for Month 4) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Begin preparing for Month 4!!!

JANUARY

Due Date	Item	Data Submission Method & Frequency
1-15	**District Approval Month 4** Certification window: January 1-15th	API (nightly)
15	**Academic Record** (Early Graduates)	API
31	**Monthly Data Review** (preparing for Month 5) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Finance • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

MISSISSIPPI DEPARTMENT OF EDUCATION

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 5** Certification window: February 1-10th	API (nightly)
15	**National Board Certified Staff** Certification window: February 1-15th	API (nightly) or File Upload (as needed)
28	**Monthly Data Review** (preparing for Month 6) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

MARCH

Due Date	Item	Data Submission Method & Frequency
1-10	**District Approval Month 6** Certification window: March 1-10th	API (nightly)
31	**Monthly Data Review** (preparing for Month 7) • MSIS IDs and Ownership • Non-Public Student Entry • LEA Management & School Management • Organization data • Student data • Course Section data • Discipline data • Personnel data • CTE data • Federal Programs data • Special Education data	API, File Upload, & Manual Input (various)

Due Date	Item	Data Submission Method & Frequency
10 days after the last instructional day	**District Approval Month 9** (including Promotion & Retention and Graduates & Completers Report) Certification window: 10 days after the last instructional day	API (nightly)
1-30	**Special Education - End of Year (EOY)** Certification window: June 1-30th	API (nightly) or File Upload (as needed)
1-30	**Federal Programs – EOY** Certification window: June 1-30th	Data Entry Download, File Upload (as needed)

JUNE

Due Date	Item	Data Submission Method & Frequency
✔ 10 days after the last instructional day	**District Approval Month 9** (including Promotion & Retention and Graduates & Completers Report) Certification window: 10 days after the last instructional day	API (nightly)
✔ 1-30	**Special Education - End of Year (EOY)** Certification window: June 1-30th	API (nightly) or File Upload (as needed)
✔ 1-30	**Federal Programs – EOY** Certification window: June 1-30th	Data Entry Download, File Upload (as needed)

Special Education Data Collection -- August 1

MISSISSIPPI DEPARTMENT OF EDUCATION

JUNE

Due Date	Item	Data Submission Method & Frequency
10 days after the last instructional day	**District Approval Month 9** (including Promotion & Retention and Graduates & Completers Report) Certification window: 10 days after the last instructional day	API (nightly)
1-30	**Special Education - End of Year (EOY)** Certification window: June 1-30th	API (nightly) or File Upload (as needed)
1-30	**Federal Programs – EOY** Certification window: June 1-30th	Data Entry Download, File Upload (as needed)

Federal Programs Data Collection -- July 30

MISSISSIPPI DEPARTMENT OF EDUCATION

✕	13	**Organization data, Student data [Attendance, Enrollment, & Student Demographics], Course Section data, & Discipline data** SAM: **API STOPS** sending data from SIS for the current school year. PowerSchool: Districts should **STOP publishing** current school year data before rolling to the next year.	
✕	13	**Personnel data (Marathon)** Marathon: **API STOPS** sending data for the current school year.	
✕	15	**Personnel data (Integrity)** Integrity: **API STOPS** sending data the current school year.	

JUNE (cont.)

Due Date	Item	Data Submission Method & Frequency
30	**Academic Record** (Graduates & Completers Report to include any updates made after Month 9 certification or summer session)	API
30	**Update Grades/Promotions** (updates for course grades and completion statuses)	Manual input (as needed)
✕ 30	**Special Education data** **API STOPS** sending data vendors for the current school year.	
✕ 30	Files containing **Personnel, Federal Programs, or Special Education data from the 2025-2026 school year** should **STOP being uploaded** to MSIS.	

MISSISSIPPI DEPARTMENT OF EDUCATION
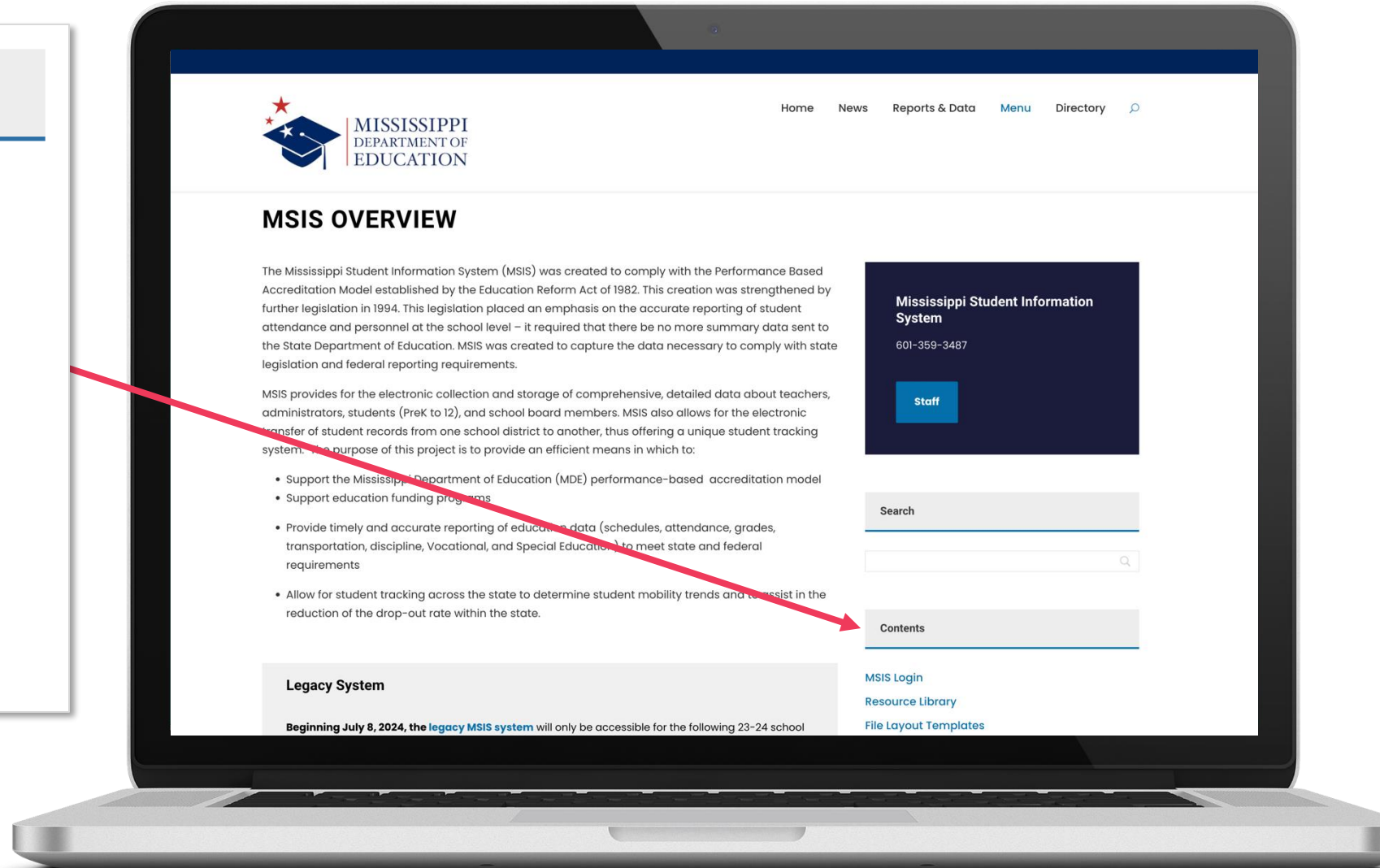
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