



Harrisburg Project

Software Support for Special Education

WEEKLY NEWS BRIEFING

APRIL 25, 2017

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800-635-5274

2016-2017 I-Star Student & Personnel Claims Training

This is the last week for the 2016-2017 Student & Personnel online Claims trainings. If you have not yet attended a session, be sure to register today!

We recommend that all staff involved in completing the student and personnel claim register for one of these sessions. Since the agenda is the same for each session, please register for only one session.

Student and Personnel Claims Training Agenda:

Transmission Dates
Key Components of Claims
Methods of Computing Days
Calculating the Claim

To review the training schedule or to register for an online claims training session, click the link below:

[Event Registration](#)

In order to get the most out of the online training session, please print the [I-Star Claims Packet](#) prior to your training. This packet will have valuable information to assist you with preparing the claim.

Recorded Student & Personnel Claims Training on Website

If you have been unable to attend a live Student & Personnel Claim session we have the recorded sessions available on our website. Also available is a combined Q&A document from all recorded sessions. The material in each training is the same so you do not have to watch each session.

Simply click the link below to access the recording, presentation packet and Q&A:

[I-Star Claims - Recording](#)

[2016-2017 Student and Personnel Claims Training - Presentation Packet](#)

[I-Star Claims Q&A](#)

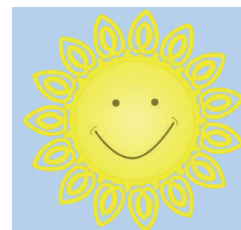
Dates to Remember

May 29, 2017 - Office Closed in Observance of Memorial Day

July 4, 2017 - Office Closed in Observance of 4th of July Holiday

July 17, 2017 - Fund E, F Reimbursement Claim Due in I-Star

August 15, 2017 - Fund B, X, J and Personnel Claim Due in I-Star



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Email your questions to client support at:
support@hbug.k12.il.us

Event Registration

Registration for all events, both online and at location may now be found at the following link:

[Event Registration](#)

Date	Location	Name	Time	Notes
4/26/17	Online	I-Star Claims Training	9:00 AM - 11:00 AM	Notes

Please note: If you are unable to attend a training in which you have registered, please refer to your registration email and click “cancel your registration” found at the bottom of the email.

Important Notice:

Please do not include any student or personnel information in e-mail and voicemail communications with Harrisburg Project. We also ask that clients refrain from sending any e-mail attachments containing sensitive information.