



# Special Education Child Count Certification in I-Star

## I-Star Access

- Login to IWAS <https://sec1.isbe.net/iwas/asp/login.asp?js=true>
- Click *System Listing*
- Expand *Reporting* -> *Special Education*
- Click *I-Star* - (*Special Education*)

## Certify Child Count

- Click *Current Child Count Status*
- Click on *District Name*
- Review data statistics and differences
- Once examined, click *Verify Child Count Numbers*

*Note: Clicking this button is certifying that the December 1 special education student data to be submitted to Illinois State Board of Education (ISBE) pursuant to the federal Individuals with Disabilities Education Acts has been thoroughly examined and reviewed. In addition, it is certifying that the said data is true, accurate and complete based upon information and belief formed after due inquiry. No changes shall be made to these data unless required by law or agreed to by ISBE.*

### Current Child Count Totals

Step 1

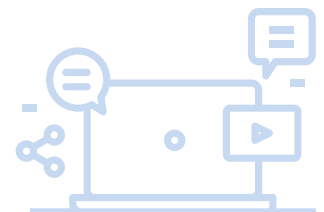
The December 1 Child Count includes all APPROVED I-Star student Approval records for all Fund codes except N & U, that are checked to "Include in Approval" and active on 11/30.

December 1 Child Count Snapshot Updated: 12/17/2018 11:17:14 PM

Resident RCDT	District Name	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference	Status	Verified By
10-101-10-1010	<a href="#">District I</a>	368	359	316	-43	Verified	Dist. Supt.

The last day to perform additions and make corrections to Student Approval records for inclusion in the final snapshot will be 03/01/2019.

**ISBE will create an updated snapshot every week until the final snapshot is completed.**



## How to run Child Count Certification Snapshot Reports

1. Click Reports



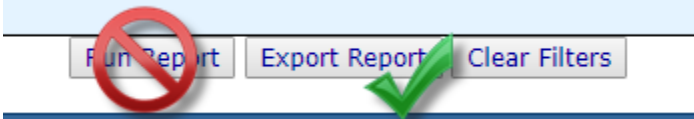
2. Select Report Type: Student -> Report Categories: Approvals -> Child Count Snapshot by Resident District



3. Select the school year for the snapshot comparison year (2016-2017, 2017-2018, 2018-2019)



4. Click Export Report (This is the only output, a .pdf will not print.)



5. The report will open in Excel. The student count should match the snapshot number for each school year. The 2018-2019 report will be updated weekly starting February 1 to coincide with each snapshot.
6. If you have any questions about these reports, please contact Harrisburg Project at (800) 635-5274 or [support@hbug.k12.il.us](mailto:support@hbug.k12.il.us).