

August Transmission Due Dates

Be sure to mark your calendar for August 15th. The following transmissions are due:

- Personnel Approval - FINAL
- Personnel Reimbursement
- Private Facility Claim - (Fund B)
- Excess Cost Claim - (Fund J, X)

Permissions are on; you will be able to transmit these files until the end of business Thursday, August 15th. If you are a member of a Super Site, your Super Site may have designated an earlier due date.

The recorded Claims Webinars and notes are available on our website if you need assistance with the above claims. They can be found by clicking the link below:

[Claims Trainings](#)

Start New Year Deadline - August 18th

If you have not completed *Start New Year* by August 18th you will be prompted to complete this process upon login. Access to *iePoint* > will be denied if you do not complete *Start New Year* when prompted. Only an *iePoint* > Manager can complete the *Start New Year* process.

On August 18th, *DATA2014* will become the default school year and the screen will be WHITE. School year 2013 will become the RED screen. In order to access *DATA2013*, click File -> Change School Year -> DATA 2013.

To review the *Start New Year* instructions or video click on the link below:

[Start New Year - Video](#) or [Start New Year - PDF](#)

Dates to Remember

May 20, 2013 - Summer Schedule Starts : Monday - Thursday 7:30 AM - 4:00 PM

August 15, 2013 - Pupil Reimbursement Claims (Fund Codes X and J; B); Final Personnel Approval and Reimbursement



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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
7/30/13	Online	Start New Year	9:00 AM - 10:00 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.