



2018-19 INSTITUTE DEADLINES CALENDAR¹

Yearly Reporting Summary for Existing Charter Schools

JULY	AUGUST	SEPTEMBER
	1 st Q4 Financial Report (for prior fiscal year) 1 st Annual Report 15 th Renewal Application ²	15 th Accountability Plan Progress Report (to be submitted by September 17, 2018 as September 15 th falls on a Saturday)
OCTOBER	NOVEMBER	DECEMBER
	1 st Annual Financial Audit 15 th Q1 Financial Report	
JANUARY	FEBRUARY	MARCH
2 nd Student Application Form	15 th Q2 Financial Report	
APRIL	MAY	JUNE
	1 st Application and Admissions Summary 15 th Facility Agreement 15 th Q3 Financial Report	30 th Annual Budget (to be submitted by July 1, 2019 as June 30 th falls on a Sunday)

NOTES:

- 1) This calendar only includes fixed-date, standard deadlines for materials that must be submitted directly to SUNY Charter Schools Institute by all schools. Additional deadlines may also apply for materials submitted to other entities such as the New York State Education Department or as requested by the Institute on an as-needed basis. Please visit the website for more information on each deadline: <http://www.newyorkcharters.org/reporting-deadlines/>
- 2) An Application for Charter Renewal must be submitted prior to the start of the final school year of the charter term.