



2019-20 INSTITUTE DEADLINES CALENDAR¹

Yearly Reporting Summary for Existing Charter Schools

JULY	AUGUST	SEPTEMBER
	1st Q4 Financial Report (for prior fiscal year) 1st Annual Report (due to NYSED) 15th Renewal Application ²	15th Accountability Plan Progress Report (to be submitted by 9/23/2019 - due date extended)
OCTOBER	NOVEMBER	DECEMBER
	1st Annual Financial Audit 15th Q1 Financial Report	
JANUARY	FEBRUARY	MARCH
2nd Student Application Form	15th Q2 Financial Report (to be submitted by 2/17/2020)	
APRIL	MAY	JUNE
15th Facilities Reporting Questionnaire	1st Application and Admissions Summary 15th Facility Reporting 15th Q3 Financial Report	30th Annual Budget

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/operate/existing-schools/reporting-deadlines/>

2) An Application for Charter Renewal must be submitted prior to the start of the final school year of the charter term.