

## TISA Appeal Application

The Tennessee Investment in Student Achievement Act (TISA) at T.C.A. § 49-3-103(d)(3) and Department of Education Rule 0520-12-05-.10(6), require a process for LEAs to submit appeals to the department related to TISA data and allocations. The following types of appeals may be submitted to the department for consideration:

- **Data Error** - To correct substantive data reporting discrepancies or errors during a reporting period. This type of appeal must be filed within (15) business days of the final data pull used for final funding allocations for the reporting period for which the error was made.
- **Allocation Calculation** – To correct inaccurate final TISA allocations due to an alleged error in the calculation process. This type of appeal must be filed within fifteen (15) business days from the issuance of final allocations by the department.

To file an appeal, the LEA’s director of schools must submit a completed appeal form, which will be made available on the state’s website, by the deadline provided above, to the Commissioner of Education.

Decisions regarding approval or denial of the appeal will be made within fifteen (15) business days of receipt, provided all supporting documentation and evidence has been submitted by the appealing LEA.

**Name of LEA:** \_\_\_\_\_

**Director of Schools:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please select the type of appeal the LEA is requesting:**

**Data Error:**

**Reporting Period:** \_\_\_\_\_

Please provide a comprehensive list of substantive data discrepancies or errors for review:

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**Allocation Calculation**



Please provide the alleged error in the calculation process upon which the appeal is based and describe how that error resulted in the LEA receiving an alleged inaccurate final TISA allocation:

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