**Rhode Island Department of Education**

**Alternative Learning Plan (ALP)**

**Invoicing and Reimbursement Procedures**

**June 2023**

In accordance with the 2017 Commissioner’s Decision ([Decision and Order 17-013](http://www2.ride.ri.gov/legal/docs/2017/17-013_Newport_C.S._v._Tiverton-Middletown_SC_Decision_101717.pdf)), sending districts are required to provide financial reimbursement for adult education services provided to 16- and 17-year-old students with alternative learning plans. Further, RIDE has legal authority to determine the reimbursement process, amount ([Decision and Order 006- 16](http://www2.ride.ri.gov/legal/docs/2016/006-16_Newport_Community_School_Vs._TivertonS._C._and_Middletown_S.C.022016.pdf)), and authority to conduct a hearing upon dispute ([RIGL 16-39-2](http://webserver.rilin.state.ri.us/Statutes/TITLE16/16-39/16-39-2.HTM)).

Therefore, effective July 1, 2021, Adult Education providers will be reimbursed for services rendered to ALP students in an amount not to exceed $7,445 in one academic year. This reimbursement policy is consistent with existing regulations and policies for students pursuing full-time dual enrollment opportunities outside of their home district (e.g. CCRI’s Running Start program), which is calculated as 50% of the per pupil instructional core amount ($14,889 in FY22). Provider programs will continue to use their standard hourly rate for the monthly billing calculation and must remit a monthly invoice to each sending district for every ALP student served.

Adult Education providers are required to send a Notification of Intent to Provide Education Services for Reimbursement letter for each ALP student enrolled. One letter per student must be submitted to the LEA for each academic year the ALP student is enrolled.

LEAs and ALP providers are required to meet all requirements set forth by RIDE as outlined in the **Alternative Learning Plan Frequently Asked Questions**