

WSN/WISE ID Matches in the PTP System

As of July 1, 2016, DPI has begun the process of switching the WSN system to WISE ID, therefore student matches will not be available for **New and Transfer in Students** until October 2016. This means:

- Students with first time PTPs as of July 1 (no WSN/WISE ID set up in the PTP system) will not appear in your district student lists.
- Students transferring into your district, even if they are registered, will not appear in your district student lists.
- You will not be able to make a WISE ID match for these students until October.

Submitting the PTP for New and Transfer in Students

The district will not be able to submit the PTP through the application, however, **the PTP, as a required part of the IEP process for students 14 and older will still need to be sent with the IEP to families and students within 30 days of the IEP date.**

There are two options for completing a PTP under these circumstances.

- 1) (Recommended) Create a PTP for new or transfer in students WITHOUT a WSN/WISE ID. **Lock it** to remove DRAFT. Send this copy to families and students with the IEP. In October, go back in and make the **WISE ID** match. This process of matching will be similar to what was in place for a WSN match.

OR

- 2) (Can be used if needed/internet service is not available) Use the hard copy of the PTP application for completing the PTP at the IEP meeting. Complete and send this home with the IEP. Upload a PDF copy of the PTP with your IEP software. KEEP A COPY and then in October, when WISE ID's become available, go to "Create" a PTP within the PTP application. You would use the IEP date of the meeting you previously had in creating the PTP.

The Transition Improvement (TIG) Coordinators will continue to send their monthly PTP compliance reminders with the understanding that there will be an increase in "No WISE ID match". They will also be available to assist during this transition period and will keep you posted of any changes throughout this process.

