

Ministry of Education
Education Statistics & Analysis
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Direction de la statistique et de
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MEMORANDUM TO: Principals of Non-Inspected Private Schools

FROM: Rick Bent
Manager, OnSIS
Education Statistics and
Analysis Branch

Tony Di Lena
Private Schools and
Attendance Unit Coordinator
Field Services Branch

DATE: November 22, 2010

SUBJECT: Ontario School Information System (OnSIS) 2010-2011 Data Collection
Timelines and Related Forms

This memo provides important information regarding the 2010-2011 data collection requirements.

In accordance with Section 16 (5) of the *Education Act*, private schools are required to provide statistical data to the Ministry of Education through the Ontario School Information System (OnSIS). Information provided by private schools is used to support a wide range of activities including research, policy analysis and planning initiatives.

2010-2011 OnSIS Reporting Schedule

Data to be Collected	Count Date	Submission Start Date	Submission Due Date
October 2010-2011 Data Submission (Student and Educator Data)	October 31, 2010	November 1, 2010	December 31, 2010
March 2010-2011 Data Submission (Educator Data Only)	March 31, 2011	April 1, 2011	May 31, 2011
June 2010-2011 Data Submission (Educator Data Only)	June 30, 2011	July 1, 2011	September 30, 2011

Schools with Internet Access

If your school has internet access, the required data **must** be provided electronically by your school to the ministry through OnSIS.

In addition, if you are a new user, you will be required to submit a *Form 1F - Request for a New User Account from a Private School* to the ministry in order to access the OnSIS and OEN applications.

Detailed OnSIS user guides, training resources and reference materials are available under the **What's New** section in OnSIS. You are encouraged to view this section regularly for updates and announcements.

Schools without Internet Access

Attached you will find the 2010-2011 OnSIS data collection forms. You are also reminded that if you have not already done so, you are required to submit the data for previous school years.

If you require additional information, please contact the OnSIS Team by e-mail at onsis_sison@ontario.ca, or by phone at 416-212-6366 / Toll Free 1-888-275-5934.

Thank for your continued support, and we wish you and your students success for the 2010-2011 academic year.

Sincerely,

(original signed by Rick Bent)

Rick Bent
Manager, OnSIS
Education Statistics and Analysis Branch

Sincerely,

(original signed by Tony Di Lena)

Tony Di Lena
Private Schools and Attendance Unit Coordinator
Field Services Branch