

**Ministry of Education**

Education Funding Branch  
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**Ministère de l'Éducation**

Direction du financement de l'éducation  
900, rue Bay  
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Toronto ON M7A 1L2

**2018: SB**

**MEMORANDUM TO:** Directors of Education  
Superintendents of Business

**FROM:** Paul Duffy  
Director  
Education Funding Branch

**DATE:** **September , 2018**

**SUBJECT:** **District School Board Enrolment Projections for 2019-20 to 2022-23**

As part of the annual process of determining Grants for Student Needs (GSN) requirements for the upcoming 2019-20 school year, the ministry is asking school boards to submit their enrolment projections by **November 23, 2018**.

The ministry is requesting both the preliminary Revised Estimates Enrolment numbers for the 2018-19 school year and the projected Average Daily Enrolment (ADE) for 2019-20 to 2022-23.

The spreadsheet template for submitting the enrolment projections is attached in both English and French. Please email your completed spreadsheet template to [Education.Enrolment.Submissions@ontario.ca](mailto:Education.Enrolment.Submissions@ontario.ca).

Please note that there is a distinct section for High Credit ADE. High Credit ADE is not to be included in the regular Secondary Day School ADE forecasts.

This year an additional field has been included under Elementary ADE where you are being asked to identify grades 7 and 8 ADE separately. ADE of those students would be counted under grades 4 to 8 as well.

It is important that the ministry receive your projections within the above timelines. This will ensure that they are reflected in the 2019-20 GSN release.

As in previous years, these enrolment projections for the coming school year will be published when the 2019-20 GSN is released to the public.

Thank you for your co-operation and attention in meeting this request.

If you have any questions on how to access or complete the template, please contact Sonja Kolar at (416) 325-2830 or [Sonja.Kolar@ontario.ca](mailto:Sonja.Kolar@ontario.ca).

*Original signed by:*

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Paul Duffy  
Director  
Education Funding Branch