



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

GRETCHEN WHITMER  
GOVERNOR

MICHAEL F. RICE, Ph.D.  
STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** October 14, 2021

**TO:** Local and Intermediate School District Superintendents  
Public School Academy Directors

**FROM:** Kyle L. Guerrant, Deputy Superintendent *KG*  
Division of Finance and Operations

Dr. Scott Koenigsknecht, Deputy Superintendent *SK*  
P-20 System and Student Transitions

**SUBJECT:** Pupil Membership Requirements for Fifth Year Early Middle College Students

The Michigan Department of Education (MDE) is sending this communication to clarify pupil membership requirements for fifth year early middle college (EMC) students as defined in state law and captured in the MDE Pupil Accounting Manual. Please distribute this guidance to all districts and staff that operate an EMC or send students to an EMC.

Below are three important membership requirements in section 5-G-B of the 2021-2022 [Pupil Accounting Manual](#):

- 6) The pupil has not satisfied all graduation requirements.
- 7) The pupil is enrolled in at least one math or math-related class during the pupil's final year.
- 10) The pupil is enrolled in at least one course in the fifth year that earns high school credit during each count period.

Please note that subsections 6 and 7 above are existing requirements based on state laws, MCL [388.1606\(4\)\(m\)](#) and MCL [380.1278a](#), respectively, and have been in effect for some time. Per MCL [388.513\(1\)\(f\)](#), subsection 10 has been added as a pupil membership requirement for the 2021-2022 school year and must be in effect in the 2022-2023 school year.

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To clarify, districts will not face a membership deduction for 5-G-B subsection 10 during the 2021-2022 school year but must satisfy this requirement in subsequent years to avoid a pupil membership deduction.

Early middle college supports [Michigan's Top 10 Strategic Education Plan](#) to:

- Improve the health, safety, and wellness of all learners
- Expand secondary learning opportunities for all students
- Increase the percentage of students who graduate from high school
- Increase the percentage of adults with a post-secondary credential

For additional questions, please contact your intermediate school district (ISD) pupil membership auditor or Brian Ciloski in MDE's Office of Financial Management at [ciloskib@michigan.gov](mailto:ciloskib@michigan.gov).

cc: Michigan Education Alliance  
Confederation of Michigan Tribal Education Directors