



August 1, 2008

VIA EMAIL  
Our Ref: 127177

To: All Secretary-Treasurers  
All School Districts

**Re: 2008/09 Compliance Review Audit Program – Continuing Education**

The Funding and Compliance Unit, Resource Management Division, conducts enrolment reviews annually. The purpose of these audits is to provide assurance to the Ministry and boards of education that instructions contained in Form 1701: Student Data Collections, Completion Instructions for Public Schools, and Ministry policies are being followed. The findings from these audits may result in funding adjustments to school districts and the ability for a district to appeal audit findings remains intact from prior years.

Attached for your information and distribution, is the 2008/09 Audit Program for the 2007/08 Continuing Education reporting year which identifies the audit criteria and procedures the auditors will use.

The Ministry is currently reviewing enrolment and other related data to select school districts for this year's program of review. Should your district be selected, a letter of notification will be sent to your District Superintendent of Schools at least two weeks in advance of the review.

We extend our appreciation in advance for your cooperation with the compliance review teams and recognize the additional effort required to facilitate this process.

Yours sincerely,

Keith Miller  
Assistant Deputy Minister

Attachment

pc: All Superintendents