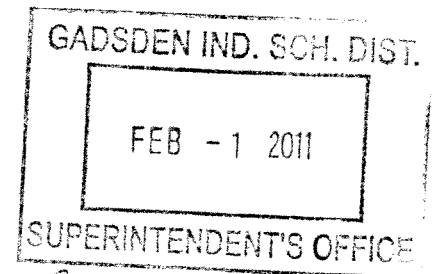




STATE OF NEW MEXICO
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SUSANA MARTINEZ
GOVERNOR

HANNA SKANDERA
SECRETARY OF EDUCATION

January 21, 2011

Ms. Cynthia Nava, Superintendent
Gadsden Independent Schools
P.O. Drawer 70
Anthony, New Mexico 88021

Dear Ms. Nava:

Gadsden Independent Schools is eligible to receive reimbursements for approved dual credit instructional materials for students attending a post secondary institution that has entered into a Dual Credit Master Agreement with your local education agency (LEA). The Dual Credit instructional materials Phase Two allocation for Gadsden Independent Schools for the 2010-2011 school year is **\$34,938.04**.

Dual Credit funding is being disbursed in three phases this year. Phase Two funds are being disbursed to LEAs that were not included in the Phase One disbursement and have shown a genuine need for funds. Any remaining funds will be disbursed in Phase Three to LEAs who have demonstrated a high need for Dual Credit instructional materials reimbursement.

Phase Two LEAs may begin requesting reimbursements immediately for last semester and may request reimbursements for second semester starting February 1, 2011. The funding for this award expires June 30, 2011. When requesting reimbursement, please use code number **27103** and include the following information on your invoice:

1. Course code and name
2. Name of textbook
3. Classification of Instructional Programs (CIP) code

Please follow these guidelines. Request Reimbursement only for instructional materials for:

1. Dual credit courses approved by the Higher Education Department;
2. Dual credit courses offered through a Post Secondary institution for which the LEA has an approved master agreement;
3. Dual credit instructional materials purchased after July 1, 2010; and,
4. Final Request for reimbursement must be submitted no later than July 1, 2011

If you have any questions regarding Dual Credit instructional materials, please refer to our Frequently Asked Questions on the website <http://www.ped.state.nm.us/DualCredit/>, or you can contact David Padilla at (505) 827-6578. If you have questions regarding your reimbursement, please contact Susan Lucero, Bureau Chief, Flowthrough Bureau (505) 827-3848.

Hanna Skandera
Secretary of Education

HS/ADE/dvp

cc: Dual Credit Council
Susan Lucero, Bureau Chief, Flowthrough
Julia Rosa Emslie, Director, Quality Assurance