

Date of cancellation in which a waiver is requested	Reasoning for which the rescheduling of classes would create undue hardship to the district

Please describe what the district has done to make every effort to reschedule classes so students receive at least 175 instructional days.

Before the *Request for Emergency Declaration State Aid Eligibility* (SFN 51826) (a.k.a. storm forgiveness waiver) can be submitted and is eligible for review by the Governor’s Office, the school district must:

1. Account for, and utilize, two or more weather related closure days as indicated in their STARS Fall School Calendar.
2. Exercise all options *and* make every attempt to ensure 175 full instructional days are provided to their students. The district must exhaust all eligible and potential instructional days remaining in the school calendar. **These dates may include non-mandated holidays (please reference NDCC § 15.1-06-02 – School Holidays), preplanned breaks, days between last day of school and scheduled high school graduation, or extension of school day beyond the regularly scheduled calendar day.**
3. Submit a *School Calendar Amendment Request* in the form of a memo or letter to the North Dakota Department of Public Instruction demonstrating the district has made every attempt to ensure 175 full instructional days are provided to their students. The *School Calendar Amendment Request* must show the district’s plan for exhausting all eligible and potential instructional days remaining in the school calendar. **These dates may include non-mandated holidays (please reference NDCC § 15.1-06-02 – School Holidays), preplanned breaks, days between last day of school and scheduled high school graduation, or extension of school day beyond the regularly scheduled calendar day.**
4. A district’s undue hardship rationale and *Request for Emergency Declaration State Aid Eligibility* ([SFN 51826](#)) will only be considered after the school district has exercised all options outlined in their *School Calendar Amendment Request*.