Completing the Certificate of Eligibility (COE)

One of the main responsibilities of the recruiter is to understand eligibility rules and regulations to determine if students are eligible for the program. The COE serves as the official record of why the recruiter and state believe the child is eligible for the MEP.

NATIONAL GUIDANCE

- Non-Regulatory Guidance
- National COE Instructions
- ESSA-Eligibility-Factors-check-list.pdf
- IDRC Eligibility Flowchart
- 5 Key Eligibility Factors
- IRRC Eligibility Checklist

STATE GUIDANCE

- NE COE Instructions

Please note that these instructions are specific to the state of Nebraska and portions of it may differ from the National Certificate of Instructions.

- Certificate of Eligibility

Blank NE Certificate of Eligibility

- Nebraska Agribusiness List

The **Nebraska Agribusiness List** is a compiled list of all the Nebraska qualifying agribusinesses that have been gathered over a period of time. Agribusinesses in the blue section were submitted through a Google Form and the agribusinesses in blue at the bottom were submitted through a word document. All qualifying agribusinesses used on COEs should be on this list.

- Agribusiness Google Form

How do you add an agribusiness to the Nebraska Agribusiness List? Click above to access the Google Form

- Project IDs

For those times you may end up writing a COE for another project, here are the ID for every project.

- Soon After the Move Guidance - 2/10/22

This is specific information to what Nebraska determines to be "soon after the move".

THE PURPOSE OF A COE

You should be able to read a COE like a storybook that tells the story of a migratory family.

The the COE is the most important document generated by the MEP, and it is vital that it is completed adequately and accurately.

The recruiter should only enter data on a COE if the recruiter finds the source to be credible and believable since the COE serves as the primary record of eligibility when an auditor or reviewer checks the child's eligibility.