

Joint Verification Process for the 2026-2027 School Year

Overview

- The Joint Verification Process (JVP) was introduced in the 2018-2019 school year as part of the [BC Tripartite Education Agreement \(BCTEA\)](#).
- Each September, prior to the submission of the Nominal Roll and 1701, First Nations and school districts jointly review the enrollment of students ordinarily resident on reserve who are attending BC public schools.
- The purpose is to ensure all student information (including **name**, **date of birth**, **school**, **Full-time Equivalent [FTE]**, and **student/head count**) **matches** across both federal (Nominal Roll) and provincial (1701) enrollment submissions as this **directly impacts funding**.
- By ensuring that Nominal Roll and 1701 data match, both First Nations and school districts can receive accurate allocations of funding. Joint verification of student data must be completed between First Nations and school districts each year.

Importance of Joint Verification

- Matched student information between the Nominal Roll and 1701 ensures accuracy and a smoother payment process between First Nations and school districts.
- For example, per the table below, the First Nation recorded the FTE value for a student as 1.0 FTE on the Nominal Roll report, while the school district entered 1.25 FTE for the same student on the 1701 report. This results in a billing difference of 0.25 FTE or **\$3,295***. It could also result in the school district invoicing for more funding than the First Nation receives from Indigenous Services Canada (ISC).

	Nominal Roll Report (First Nation)	1701 Report (School District)	Billing Difference
Student FTE value	1.0 FTE	1.25 FTE	0.25 FTE
Funding	\$13,179*	\$16,474	<u>\$3,295</u>

**Example using the 2025-2026 First Nation Student Rate (FNSR) for SD39*

- To reduce the potential for billing differences, First Nations and school districts must compare the data for each student line-by-line and confirm the information is correct.
- Mismatched student details (including date of birth, grade, etc.) between the Nominal Roll and 1701 may also result in other errors:
 - First Nations and school districts may have a conversation about the wrong student information.
 - The First Nation may enter a different FTE and school than the student is actually attending, and the same applies to the school district.

Key Steps

Before the JVP Meeting: First Nations and School Districts Connect

- Each year, in early **September**, First Nations and school districts will connect to jointly review the enrollment data for students who are ordinarily resident on reserve and enrolled in BC public schools. Where a First Nation has students who are ordinarily resident on reserve attending public schools outside of school districts in their geographic area, the First Nation will reach out to the relevant school district(s).
 - **First Nation & Tribal Council contacts:** <https://fnp-ppn.aadnc-aandc.gc.ca/fnp/>
 - **School district contacts:** <https://bcschoolcontacts.gov.bc.ca/contacts>
- **To prepare for the JVP meeting**, First Nations and school district representatives should bring a **current student list** for comparison and confirmation.
 - **First Nations** can use the Education Information System (EIS) to generate a list of student data from the previous year's Nominal Roll report through the "Operational Report #004" ("Enrolment and Funding Eligibility").
 - **Note:** The data in this report will need to be manually updated to reflect student data for the *current* school year.
 - **School districts** can provide data or an excerpt from MyEdBC for students identified as ordinarily resident on reserve for that First Nation.
- **Questions to Consider:** Who are the appropriate people to be involved in the process (e.g., Director of Indigenous Education, Secretary-Treasurer, First Nation Education Coordinator, etc.); what is their contact information; how often should you meet?

During the JVP Meeting: Compare Student Data and Resolve Discrepancies

- The First Nation and school district representatives will compare student data on the Nominal Roll and 1701 reports, including:
 1. Student's **legal** and usual name(s),
 2. Date of birth,
 3. Full Time Equivalent (FTE), and
 4. School/district in which the student is enrolled.
 - **Note:** First Nations are not expected to provide student's *Indian Registration Status numbers* to school districts as part of the JVP. Other ways to identify a student should be used, such as student name, legal name or alias, and date of birth.
- Information that does not match, such as different FTE values for the same student(s) and school in which students are enrolled, should be resolved so the data will accurately reflect the student's enrollment/courseload in both the Nominal Roll and 1701 reports.
- A key area for careful joint review is all students with an **FTE value greater than 1.0**. For information on how the FTE value was determined, First Nations can

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connect with the school district for a detailed breakdown. Factors may include expanded courseload, funded credits, and type of credential.

- For questions about the Nominal Roll, including student eligibility, school districts should reach out to First Nation education representatives for clarification and confirmation.
- Any changes to student data must be captured as part of the JVP and made prior to submission of either the Nominal Roll or the 1701. If changes to student enrollment data are identified *after* submission of the reports, a revised JVP form, based on the September student count date, should be signed by both parties and communicated to ISC for the Nominal Roll by First Nations and the Ministry of Education and Child Care (ECC) for the 1701 by school districts.

Confirming Joint Verification Agreement

- Once both parties confirm that student enrollment information on both the Nominal Roll and the 1701 matches, the First Nation and school district representatives both sign the **JVP Form**, indicating agreement.
- First Nations will submit all signed JVP form(s) with their Nominal Roll submission to ISC under the “Supporting Documentation” section in the Education Information System (EIS) **by October 15, 2026**.
- School districts should keep a signed JVP document to record their agreement with the 2026-2027 student data.

Key Dates for 2026-2027

Early September, 2026	First Nations and school districts meet to begin the Joint Verification Process to confirm accuracy of the Nominal Roll and 1701.
September 29, 2026	Nominal Roll and 1701 count dates. By this date, First Nations should have an idea of where students are enrolled and attending school to prepare for Nominal Roll submission.
October 9, 2026	Joint Verification due date: First Nations and school districts must complete joint verification meetings and sign the JVP form by this date.
October 15, 2026	Nominal Roll Report is due to ISC with signed JVP form(s) uploaded to First Nation’s Nominal Roll report submission under the “Supporting Documentation” section in the Education Information System (EIS).

Tips and Reminders

- The JVP should be completed with *each school district* where the First Nation has students attending public school(s) to confirm the total FTE and Headcount for students for all schools located within that particular district. The First Nation does

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not need to submit a JVP form for each public school within a district.

- The First Nation holds the authority as to which eligible students to include on their Nominal Roll report.
- It is at the discretion of the First Nation and school district to develop an annual process that will work best for them and will support their annual review and confirmation of student enrollment data.
- First Nations and school districts, regardless of whether a Local Education Agreement/Model Local Education Agreement is in place, are required to complete the Joint Verification Process.

Contacts

School Districts

- For questions about the **Joint Verification Process**, school districts can email: bctea@gov.bc.ca
- For questions related to **Nominal Roll and eligibility**, school districts should reach out to First Nations Education representatives.
- **Contact information** for First Nations can be found at: <https://fnp-ppn.aadnc-aandc.gc.ca/fnp/>

First Nations

- For questions about the **Joint Verification Process, Nominal Roll policy, eligibility and BC Tripartite Education Agreement funding**, First Nations can email the ISC BC Region Education Programs team at BCEducation@sac-isc.gc.ca.