**Transitional Math Portability Modification Form**

For each high school in your partnership that has been approved for portability by the local advisory panel between submission years provide the following information:

* School District
* High School Name
* RCDTS Code
* City
* Transitional Math Course(s) to be added.

To find the RCDTS code, go to www.isbe.net. In the *System Quick Links* menu at the top of the page, locate the *RCDTS Lookup* page.

*It is advised that the college maintain a document with the contents of each submission worksheet’s information to allow for easy reference over time.*

Completed forms must be submitted to the following agencies.

* Illinois State Board of Education (ISBE) – This ensures that school districts have been identified as approved and added to the partnership lists. ([TRInstruction@isbe.net](mailto:TRInstruction@isbe.net))
* Illinois Community College Board (ICCB) – This ensures that school districts are appropriately included in iPlacement. ([iccb.i.placement@illinois.gov](mailto:iccb.i.placement@illinois.gov))

***Partnership community college name: Date:***

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|  |  |  |  | **Portability code** | | |
| **School District** | **High school name** | **RCDTS code** | **City** | STEM (TM001) | QL/Stats (TM002) | Technical Math (TM003) |
| *Johnsonville CUSD 1* | *Example: Johnson High School* | *010010010260001* | *Johnsonville* |  | *X* |  |
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