



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

To: School Superintendents, Business Managers, Treasurers, and Other Finance Personnel

From: Office of School Finance

Date: November 4, 2022

Subject: New Form 9 Application

The Indiana Department of Education (IDOE) has modernized the Form 9 Financial Data utilizing newer technologies. As a part of this upgrade, IDOE will release the new Form 9 system within the IDOE LINK Portal, which recognizes Google G-Suite or Microsoft credentials. Financial staff will be able to use their local schools' username/password for this site. Schools may need to issue Google or Microsoft accounts to financial consultants who will report Form9 data to the state so that they can login.

A new application window will be available for reporting Form 9 Financial data. The new application can be accessed via the link portal (<https://link.doe.in.gov/>). Once in the portal, the financial administrator will navigate to the ***Form 9 Financial Data*** tile depicted below:



Note that beginning Friday, December 28, in order to have access to the Form 9 tile, a **Financial Administrator** role is required. School personnel who submit Form 9 Financial Data will need to work with their security coordinator to make sure that this role is configured for the individual(s) who will need access to Form 9. School corporations, charter schools, or other entities that already have an Ed-fi Student Information System should configure this role directly within that system. Please note that most corporations already have this role set in conjunction with Data Certification for sign-off within the Data Exchange system.

Key changes to the updated system are detailed below, for ease of reference:

- The new application uses the Azure technology stack, enabling added functionality and flexibility over time
- Performance improvements
- Streamlined single sign-on to access all LINK applications
- Familiar look and feel of the previous system
- High availability and additional security
- Sizeable room for quick and efficient future updates

The current legacy Form 9 access from DOE Online will be discontinued as of Friday, December 16. Please email schoolfinance@doe.in.gov with any questions.