**Provisional Roll Review Form (Applications due by 14 November 2025)**

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| School Information  |
| School Name |  |
| School MOE number |  | Date |  |
| School Prediction *(Enter your school's predicted 1 March roll by MOE funding year level for next year)* |
| Year Level | **Regular Students****(excl STP)** | **Adult Students** | **STP** | **Māori Medium** |
| **Students** | **FTE** | **Level 1** | **Level 2** | **Level 3** | **Level 4** |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |
| 13 + |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |

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| Reason for provisional roll review *(Please provide details below showing why the ministry’s estimate of the total provisional staffing roll is at variance with that of the school— please attach additional information as necessary)* |
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| Checklist *(please include the following)* |
|  | Have you provided a summary of your current roll from your SMS (sorted by MOE funding year level)? |
|  | Have you provided a list of confirmed enrolments including Name, DOB and Start Date for 2026? |
|  | Have you provided additional evidence to support at least a 5% variance? |
|  | Enrolment scheme in place |  | Cohort Entry Scheme in place |
|  | Have you checked the [website](https://www.education.govt.nz/education-professionals/schools-year-0-13/funding-and-financials/school-staffing-cycle/apply-provisional-roll-review) for further information? |

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| Certification *(I certify that I have checked the information on this form, to the best of my knowledge, is true and correct in every particular)* |
| Principal’s Name |  |
| Principal’s Signature |  |

If you're a primary school, intermediate school or restricted composite school, submit your review form to your [Local Ministry offices](https://www.education.govt.nz/our-work/our-role-and-our-people/contact-us/regional-ministry-contacts/).

If you're a secondary school, composite school, or specialist school, submit your review form to the Resourcing Mailbox Resourcing@education.govt.nz