

# Wayne RESA

## Student Accounting and Auditing

### New Pupil Accountant Checklist

1. Welcome to the world of Pupil Accounting. Please review our web pages.
2. Print and Review the [Pupil Accounting Manual](#)
3. Complete [CEPI Security Agreement for Michigan Student Data System \(MSDS\)](#) (used to upload & certify count, graduation/dropout review,
4. Student search, UIC resolver)
5. Complete [CEPI security Agreement for Educational Entity Master \(EEM\)](#) (used for days/clock hours input)
6. Join [Michigan Pupil Accounting and Attendance Association \(MPAAA\)](#)