STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: October 21, 2026

To: Local Educational Agency Leads

Route To: School Business Administrators

From: Thomas McMahon, Director
Office of Fiscal Policy and Planning
Division of Finance and Business Services

Release of 2026-2027 Chapter 44 Software Application

Pursuant to P.L. 2020, c.44, school districts must report information regarding the health care plans offered by the school district. The release of the Chapter 44 Software Application for 2026 actual and 2027 projected costs will be accessible to authorized school district personnel on October 21, 2026, through the New Jersey Department of Education's (NJDOE) Homeroom portal. The Chapter 44 software in the Homeroom portal is named "Chapter 44." This release will include screens for the 2025-2026 fiscal year actual amounts and the 2026-2027 fiscal year estimated amounts.

Key Steps/Actions

Chapter 44 data collection is due annually no later than 60 days following each enrollment period. The information must be submitted in the web-based application. If the open enrollment period that covers through June 2027 has passed, then the Chapter 44 data collection is due 60 days after the software release date. If the open enrollment period for the period that covers through June 2027 has not yet ended, then the due date of the Chapter 44 data collection is 60 days after the open enrollment period ends. *Example:* The Open Enrollment period for SEHBP 2027 calendar plan year is October 1 through 31, 2026. The software release date is October 21, 2026. This would make the latest date for submission of the Chapter 44 data 60 days after the end of the open enrollment period or Wednesday, **December 30, 2026**.

Accessing the Chapter 44 Application

Access to the Chapter 44 Software Application is restricted to those school district employees for whom the school district's Homeroom Administrator has created a user account granting access to the Chapter 44 system. First-time users authorized by the school district must work through the school district's Homeroom Administrator to create a unique User Identification and Password. Instructions for establishing a Homeroom Administrator and for establishing authorized users are documented in the "Homeroom Administrator Manual" available through the Homeroom portal. In the Homeroom Administration system, the Chapter 44 Software Application is named "Chapter 44."

Guidance Documents

The NJDOE has prepared guidance for completing the Chapter 44 data collection. The manual and Q&A document will be accessible through a link in the Chapter 44 software on October 21, 2026. A PowerPoint presentation is posted in the guidance section of the finance website. Authorized users of the Chapter 44 Software Application are encouraged to review the manual, the Q&A, and the PowerPoint prior to preparing the data collection.

Contact Information

Questions related to the Chapter 44 Software Application should be directed to the Office of Fiscal Policy and Planning at chapter44@doe.nj.gov.