

Digital Citizenship for CIPA and E-Rate

E-rate is complicated. But complying with CIPA's educational requirements doesn't have to be.

Schools and districts that receive E-rate funding need to comply with the Children's Internet Protection Act (CIPA), which requires students to receive education in the following topics:

1. appropriate online behavior
2. safety and privacy
3. cyberbullying

Schools can use the research-based, award-winning lessons from Common Sense Education's Digital Citizenship Curriculum to educate students on these topics. See an [overview of the Digital Citizenship Curriculum](#).

To meet CIPA requirements, we recommend that you plan, implement, and document your process. Follow the steps below, and use the lesson recommendations on the next page to demonstrate your commitment to teaching kids how to use technology safely and responsibly.

1. Plan

The government does not specify how the CIPA education requirement should be delivered, so it's up to each district or school to decide what's best. We recommend teaching two digital citizenship lessons per grade level per year, in order to cover CIPA-mandated topics, as outlined on the next page*. However, every school has different needs and challenges. District leaders should coordinate to plan for the model that best fits their site. To guide your overall planning for digital citizenship education, check out the [Digital Citizenship Implementation Guide](#) to find templates, strategies, and case studies. The [USAC E-rate training resources](#) have helpful information on the entire E-rate application process.

2. Implement

Using the lesson recommendations below, work with schools to determine the who, when, and how. Educators teaching digital citizenship can complete [Teaching Digital Citizenship](#), a one-hour, self-paced online training to prepare to teach the lessons and topics.

3. Document

With E-rate, it's important to stay organized and document your process every step of the way. Administrators can use our [Administrator Implementation Checklist](#), as a [document](#) or [Google Form](#). Once educators have taught the lessons, you must document your process and organize it all in one place. You can use our [Teacher Verification Document](#), as a [document](#) or [Google Form](#), to collect this information. Keep all of the electronic or paper documents in one place. For a comprehensive list of documentation required for auditing purposes, see the [USAC Documentation for Auditors Checklist](#).

In addition to satisfying CIPA requirements, we hope you'll explore all the lessons in the Digital Citizenship Curriculum to further prepare students to use technology safely and responsibly.

*Note: The CIPA requirements for E-rate outlined here are recommendations. We suggest you consult with your school or district's legal counsel for advice on legal compliance.

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CIPA Requirements for E-Rate: Digital Citizenship Lesson Recommendations



Introductory Song (K-2 only)



Media Balance & Well-Being



Privacy & Security



Digital Footprint & Identity



Relationships & Communication



Cyberbullying, Digital Drama & Hate Speech



News & Media Literacy

Grade	Lesson 1	Topic	Lesson 2	Topic
K	Media Balance Is Important		Safety in My Online Neighborhood	
1	Pause & Think Online		Internet Traffic Light	
2	We, the Digital Citizens		Digital Trails	
3	The Power of Words		Your Rings of Responsibility	
4	Keeping Games Fun and Friendly		Our Online Tracks	
5	Is It Cyberbullying?		You Won't Believe This!	
6	Digital Drama Unplugged		Chatting Safely Online	
7	Upstanders and Allies: Taking Action Against Cyberbullying		The Power of Digital Footprints	
8	Responding to Online Hate Speech		Social Media and Digital Footprints: Our Responsibilities	
9	Protecting Online Reputations		Chatting and Red Flags	
10	Countering Hate Speech Online		Rewarding Relationships	
11	Online Disinhibition and Cyberbullying		Who's Looking at Your Digital Footprint?	
12	The Change You Want to See		We Are Civil Communicators	