



JULY 2003 AGENDA

SUBJECT California School Information Services (CSIS) Data Dictionary Version 5.0	X	ACTION
		INFORMATION
		PUBLIC HEARING

Recommendation:

Approve the CSIS Data Dictionary, Version 5.0 and the Data Dictionary Code Tables, Version 5.0

Summary of Previous State Board of Education Discussion and Action

Each year the CSIS program must update its data dictionary, prior to scheduled data collections, to include modifications necessary for state reporting and records transfer. The SBE has previously approved CSIS Data Dictionary Versions 1.0-4.1.

Summary of Key Issue(s)

The California Legislature authorized the CSIS program in 1997 under AB 107, Chapter 282 of 1997, Item 6110-101-0349 that provided funding for the CSIS program and placed it under the custodianship of the Fiscal Crisis and Management Assistance Team administered by Kern County’s Superintendent of Schools. Subsequent legislation (AB 1115, Chapter 78 of 1999) required the State Board of Education to annually approve the CSIS Data Dictionary and further clarified the mission of CSIS. The mission of CSIS is to:

- Build capacity of Local Education Agencies (LEAs) to implement and maintain comparable, effective, and efficient student information systems that will support LEA daily program needs and promote the use of information for educational decision-making by school-site, district office, and county staff.
- Enable the accurate and timely exchange of student transcripts between LEAs and to post secondary institutions.
- Assist LEAs to transmit state reports electronically to the California Department of Education (CDE), thereby reducing reporting burden of LEA staff.

As of the 2002-2003 school year, there are 221 local education agencies participating in CSIS representing a total student enrollment of nearly 1.9 million students. Additionally, Los Angeles Unified School District is preparing for participation in CSIS. Each student attending one of these participating LEAs has been assigned a unique student identifier that will remain permanently with the student’s record.

LEAs participating in CSIS submit Fall California Basic Education Data System (CBEDS) data to the CDE through CSIS. CBEDS is an annual data collection in October which collects the following data elements from California public schools (K-12): enrollment, graduates, dropouts,

Summary of Key Issue(s)

vocational education, alternative education, adult education, course enrollment, classified staff, certificated staff, teacher shortage and demand.

In the spring of 2003, LEAs participating in CSIS also submit Language Census data to CDE through CSIS. The Language Census is an annual data collection in March which collects the following data elements: number of English Learner (EL) students (formerly known as limited-English-Proficient (LEP)) and Fluent English-Proficient (FEP) students in California public schools (K-12) by grade and primary language other than English; number of EL students enrolled in specific instructional settings or services by type of setting or service; number of students redesignated from EL to FEP from the prior year; and the number of bilingual staff providing instructional services to EL students by primary language of instruction.

A data dictionary is a collection of descriptions of the items of information, or data elements, in a data model. The purpose of a data dictionary is to ensure that information to be exchanged between entities is commonly defined. The CSIS Data Dictionary is a listing of the data elements that will be transferred electronically through CSIS among local education agencies and to the CDE. The CSIS Data Dictionary provides for each data element such descriptive information as a common name, definition, codes describing options from which to select, field size and format, and whether it is used in state reporting or records transfer activities. Each LEA participating in CSIS must ensure that its local system contains each of the data elements contained in the CSIS Data Dictionary. The CSIS Data Dictionary is used by participating LEAs, CSIS and CDE staff, and software companies who produce student information systems.

Data Dictionary Version 5.0 contains changes that are necessary to meet updated and ongoing requirements for electronic state reporting (such as those necessary to comply with the No Child Left Behind Act of 2001), records transfer starting in FY 2004-05, and production of the STAR Pre-ID file beginning in the 2004-05 year. Production of the STAR Pre-ID file via CSIS will help to improve the quality of data submitted to the STAR test contractor and will make participation in the pre-ID process easier for CSIS districts.

Any additional changes needed for the 2004-05 year or later will be handled via the CSIS Change Review Process. Although the CSIS change process does allow for emergency changes if necessary, the schedule for non-emergency changes is such that modifications needed for the 2004-05 year need to be identified by July 2003. Any proposed changes will be handled through the CSIS Change Review Process and recommended revisions will be submitted to the Board in December 2003 in Data Dictionary Version 5.1. This timeline for processing changes ensures that: 1) appropriate analysis of and planning for necessary modifications occurs, 2) vendors have adequate time to update and deploy their software, and 3) local education agencies staff have time to be trained on modifications and to populate their systems, thereby ensuring that quality of the data is maintained.

These documents are submitted to the State Board of Education for review and approval. Proposed changes include additions and deletions of data elements, changes to element attributes, additions and clarifications to business rules, and errata (typo corrections, minor edits). Changes and the rationale for the changes are summarized in Attachment #1. The Data Dictionary, Version 5.0 (Attachment #2) and the Data Dictionary Code Tables, Version 5.0 (Attachment #3) include these changes and are being recommended to the Board for approval. These changes have been reviewed through the CSIS Change Review Process, which includes review and comment by the CSIS districts.

Fiscal Analysis (as appropriate)

None

Attachment(s)

Attachment 1: [Proposed Changes to be Included In Data Dictionary, Version 5.0 \(Pages 1-16\)](#)

Attachment 2: [Data Dictionary, Version 5.0 \(Pages 1-133\)](#)

Attachment 3: [Data Dictionary Code Tables, Version 5.0 \(Pages 1-85\)](#)

All of these attachments may be located at the following URL:

<http://www.csis.k12.ca.us/library/reporting-requirements>

DRAFT for State Board of Education Approval

California School Information Services

Proposed Changes to be Included in Data Dictionary, Version 5.0

For Use in FY 2004-05

Submitted for State Board of Education Approval

July 9, 2003

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A. Data Dictionary Revision History

Name	Date	Reason for Change	Version
Steve Mills	July 9, 2003	Revised for FY 2004-05	5.0
Steve Mills	November 8, 2002	Revised for FY 2003-04	4.1
Steve Mills	May 17, 2002	Revised for FY 2003-04	4.0
Steve Mills	May 17, 2002	Revised for FY 2002-03	3.1
Steve Mills	October 4, 2001	Revised for FY 2002-03	3.0
Steve Mills	April 13, 2001	Revised for FY 2001-02	2.1
Steve Mills	July 2000	Revised for FY 2001-02	2.0
Steve Mills	November 1999	Initial Dictionary for implementation in FY 1999-2000	1.0

B. Dictionary Changes from Version 4.1 to 5.0

The proposed changes to the CSIS Data Dictionary listed below are necessary to meet updated and ongoing requirements for electronic state reporting and records transfer starting in FY 2004-05, and are submitted to the State Board of Education for review and approval. Proposed changes include additions and deletions of data elements, changes to element attributes, additions and clarifications to business rules, and errata (typo corrections, minor edits). **New elements and codes are indicated in Bold.**

Element Number	Element Name	Change	Reason for Change
Key to Column Entries and Codes		<p>In this section, added new sub-head: “Field Repeat”. Under this sub-head, added the following explanations:</p> <p>#N – indicates that an element may be repeated multiple times to provide necessary information about a student, teacher or school/district, e.g., to identify all special programs in which a student is eligible or participating.</p> <p>#N+N – indicates that an element can occur multiple times within another repeating element, e.g., to identify one or more instructional services received by a student for <u>each</u> special program in which the student is participating.</p> <p>#N+N+N – indicates that an element can repeat multiple times within another multiple-occurring element for <i>each</i> instance of a third element, e.g., to describe several teacher comments for progress grades or marks given to a student in a specific course.</p>	Clarifies the meaning of “Field Repeat” symbols used to define data element attributes.
Record Transfer		In this section, added new sub-head: “Source Document References”. Under	Provides source references (i.e., CA Education Code) for additional information about

Element Number	Element Name	Change	Reason for Change
Regulations		<p>this sub-head, added the following information:</p> <p>“California Code of Regulations, under Title 5 – Education, specifies the regulations for the transfer of student records.”</p> <p>California Code of Regulations is available for viewing at the website: www.calregs.com</p> <p>A copy of the “Official California Code of Regulations” is available in loose-leaf printed format from West Group (1-800-888-3600).</p>	<p>regulations governing mandatory data for student records transfer.</p>
02.02	Student Race / Ethnicity – Primary	<p>Deleted the following general codes: 200 Asian 300 Native Hawaiian or Other Pacific Islander</p> <p>Added the following code: 999 Decline to State</p> <p>Deleted last two paragraphs of Business Rule: “Sub-code 201-299 and...” and “Note: Code definitions are from...”</p>	<p>Deleted codes 200 and 300 to comply with STAR requirements that students be reported at the subgroup level.</p> <p>Added code 999 to comply with STAR Pre-ID reporting requirements. Currently, CSIS allows a blank to indicate “no response or declined to state.”</p> <p>Deleted Business Rule paragraphs as they are no longer needed.</p>
02.09	Student English Proficiency	<p>Revised all code definitions for this element as follows:</p> <ol style="list-style-type: none"> 1 English Only. Student who learned English as his/her first language. 2 Initially Identified as Fluent English Proficient (I-FEP). Student who first learned a language other than English 	<p>Revised code definitions are necessary to match STAR Program definitions.</p>

Element Number	Element Name	Change	Reason for Change
		<p>who was identified as fluent or proficient in English when he/she enrolled in California public schools.</p> <p>3 English Learner. Student who first learned or has a home language other than English who was determined to lack sufficient fluency in English based on state oral language (K-12) and literacy (3-12) assessments to succeed in the school's regular instructional program. (For students tested for initial classification prior to May 2001, this is based on the state-approved instrument the district was using. For students tested after May 2001, use the CELDT results.)</p> <p>4 Redesignated Fluent English Proficient (R-FEP). Student who first learned a language other than English and who was identified as limited-English proficient when he/she enrolled in California public schools. The student met the redesignation criteria and was redesignated as fluent English proficient.</p>	
02.13.02	Student's District of Residence	<p>Changed element definition as follows: "The district responsible for ensuring that the student receives educational services."</p> <p>Added the following <u>Note</u>: "For most students, this will be the district in which the student's parent / guardian / caretaker(s) reside."</p>	Definition change clarifies what "District of Residence" actually means.
02.20.01	Authorization / Prohibition / Waiver Type	Revised element definition as follows: "The type of parental or other entity authorization, prohibition, restriction or	Revises element definition to include "waiver" term so that it is consistent with data element name.

Element Number	Element Name	Change	Reason for Change
		<p>waiver regarding the pupil (California Code of Regulation, Title 5, sec.432, b, 2, H; and Education Code sections 310 and 311).”</p> <p>Modified the definition of code 3 as follows: “Parental waiver of English Language Classroom. <i>Petition for enrollment in a bilingual education class or other generally recognized alternative course of study.</i>”</p>	Code modification clarifies use of code 3.
02.20.02	Authorization / Prohibition / Waiver	<p>Revised element definition as follows: “Parental or other entity authorization, prohibition, restriction or waiver.”</p> <p>Revised part of element definition Business Rule: “Use this element to include a brief comment on nature of authorization, prohibition, restriction or waiver and location of any related text. Element may be repeated as necessary to identify different authorizations, prohibitions, restrictions or waivers about pupil participation in specific programs.”</p>	Revises element definition and business rule to include “waiver” term so that it is consistent with data element name.
02.20.03	Authorization / Prohibition / Waiver Request Date	Revised element definition as follows: “The date of the parent or other entity’s authorization, restriction, prohibition or waiver regarding a pupil.”	Revises element definition to include “waiver” and “authorization” terms so it is consistent with data element name.
03.01.01	Parent / Guardian / Caretaker – Prefix	Deleted the following sentence from the element definition Business Rule: “Send parent/guardian names and related information in order of primary contact first.”	Deletes incorrect information since CSIS is unable to use the order in which data is sent to determine the primary contact.
03.01.06	Parent / Guardian / Caretaker(s)’ Name for Mailing	Added new data element defined as: “The full name of parent / guardian / caretaker(s) to be used for mailing, e.g.,	Provides 40-character parent name field needed for STAR Pre-ID reporting that is much smaller than existing CSIS parent name fields, which

Element Number	Element Name	Change	Reason for Change
		'M/M Jacob F. Tennyson III' or 'Sally Smith & John Jones' or 'Mr. Steven Lockfeld', etc."	total 105 characters.
03.02	Relationship to the Student	Added new code: 01 Multiple Parents / Guardians / Caretakers	New code needed for STAR Pre-ID reporting to allow for more than one parent / guardian / caretaker's name to be submitted as one occurrence so that test results can be formatted for mailing to the parent(s).
03.06	Primary Parent / Guardian / Caretaker	Added new data element defined as: "The parent / guardian / caretaker record to be selected when data formats allow for only one record." Added new code: Y Yes. Record to be selected.	New element allows CSIS to select the parent / guardian / caretaker record to be included in the STAR Pre-ID file sent to the testing vendor.
07.11.01	Setting Start Date	Added new data element defined as: "The date the student was placed in this setting."	New element allows districts to continue to populate a single program record with the most recent setting data, while also allowing historical records to be submitted for state reporting and student records transfer as required or desired.
07.11.02	Setting End Date	Added new data element defined as: "The last date the student was in this setting."	New element allows districts to continue to populate a single program record with the most recent setting data, while also allowing historical records to be submitted for state reporting and student records transfer as required or desired.
07.12.01	Service Start Date	Added new data element defined as: "The date the student began receiving this service."	New element allows districts to continue to populate a single program record with the most recent service data, while also allowing historical records to be submitted for state reporting and student records transfer as required or desired.
07.12.02	Service End Date	Added new data element defined as: "The last date the student received this service."	New element allows districts to continue to populate a single program record with the most recent service data, while also allowing

Element Number	Element Name	Change	Reason for Change
			historical records to be submitted for state reporting and student records transfer as required or desired.
07.20	Special Education Disability Category	Added new code: 081 Established Medical Disability	New code needed for STAR testing.
07.30	Institution of Record	Added new data element defined as: “The school, district or county office of education that is fiscally responsible for the student (CDS #).”	New element allows districts to specify which school or district is the “Institution of Record” for a program enrollment, while also allowing historical records to be submitted for state reporting and student records transfer as required or desired.
09.11.04	Score Type	Added the following codes: 22 Pass/Fail 23 Pass/Not Pass	Updated the code set for this element to include these common score types. The “Pass/Not Pass” code is also needed for CA High School Proficiency Exam (CHSPE) state reporting and student records transfer.
09.15	Alternative Assessment	Deleted the following heading from the element definition: “(For Special Education CASEMIS only)”	The element no longer only applies to CASEMIS but also applies to STAR Program reporting requirements.
09.17	Pre-ID Group Name	Added new data element defined as: “Used for sorting purposes in the Pre-ID process. This data element is school-defined if used.”	New element added to comply with STAR Pre-ID state reporting requirements.
09.18	Pre-ID Group Code	Added new data element defined as: “Used in conjunction with ‘Pre-ID Group Name’ for sorting purposes in the Pre-ID process.”	New element added to comply with STAR Pre-ID state reporting requirements.
09.19	Pre-ID LEA Defined Field 1	Added new data element defined as: “A locally-defined field provided for district use in the Pre-ID process.”	New element added to comply with STAR Pre-ID state reporting requirements.
09.20	Pre-ID Type	Added new data element defined as: “The format of the Pre-Identification service which the districts are requesting.” Added the following codes: 1 Pre-ID Documents. (Scannable)	New element and codes added to comply with STAR Pre-ID state reporting requirements.

Element Number	Element Name	Change	Reason for Change
		<p>barcode printed directly on the answer document) 2 Pre-ID Labels. (Scannable barcode printed on an adhesive label)</p>	
09.21	ASAM 90-Day Enrollment	<p>Added heading “(For Pre-ID only)” and new data element defined as: “Student enrolled in ASAM (Alternative Schools Accountability Model) school less than 90 days prior to Testing.”</p> <p>Added the following code: Y Yes</p>	New element and code added to comply with STAR Pre-ID state reporting requirements.
09.22	Pre-ID Multiple Choice Wave	<p>Added new data element defined as: “The multiple choice testing wave in which a student is designated to participate.”</p> <p>Added the following codes: 01 1st Wave 02 2nd Wave 03 3rd Wave 04 4th Wave 05 5th Wave 06 6th Wave 07 7th Wave</p>	New element and codes added to comply with STAR Pre-ID state reporting requirements.
09.23	Pre-ID Writing Wave	<p>Added new data element defined as: “For students taking grade 4 and 7 tests, the writing wave in which the student is designated to participate.”</p> <p>Added the following codes: 01 1st Wave 02 2nd Wave</p>	New element and codes added to comply with STAR Pre-ID state reporting requirements.
09.24	Pre-ID Option	<p>Added new data element defined as: “Method of sending Pre-ID data files, all at once or by wave.”</p>	New element and codes added to comply with STAR Pre-ID state reporting requirements.

Element Number	Element Name	Change	Reason for Change
		Added the following codes: 1 One file 2 Files by wave	
09.25	Pre-ID LEA Defined Field 2	Added new data element defined as: “A locally-defined field provided for district use in the Pre-ID process.”	New element added to comply with STAR Pre-ID state reporting requirements.
09.26	Pre-ID LEA Defined Field 3	Added new data element defined as: “A locally-defined field provided for district use in the Pre-ID process.”	New element added to comply with STAR Pre-ID state reporting requirements.
09.27	Pre-ID Optional Parent Data Flag	Added new data element defined as: “Element used to indicate whether or not the LEA intends for SRRTS to pass on Pre-ID optional parent/guardian mailing data to the Pre-ID test vendor.” Added the following codes: Y LEA will send optional report data N LEA will not send optional report data	New element and codes added to comply with STAR Pre-ID state reporting requirements.
09.28	Test Program ID	Added heading “(For Pre-ID only)” and new data element defined as: “Test(s) for which Pre-ID test forms or labels are requested.” Added the following codes: 1 STAR 3 SABE/2 5 CAHSEE 7 CELDT 9 Physical Fitness Test	New element and codes added to comply with STAR Pre-ID state reporting requirements.
09.29	Pre-ID Expected Test Date	Added new data element defined as: “Date on which student is expected to take an assessment test(s).” Added the following <u>Business Rule</u> : “Use date format CCYYMMDD, e.g.	New element added to comply with STAR Pre-ID state reporting requirements.

Element Number	Element Name	Change	Reason for Change
		19850423"	
09.30	Pre-ID SABE Test Level	<p>Added new data element defined as: "The level of the SABE test that will be given."</p> <p>Added the following codes:</p> <p>02 Grade 2 03 Grade 3 04 Grade 4 05 Grades 5 & 6 06 Grades 7-11</p>	New element and codes added to comply with Pre-ID state reporting requirements.
09.31	CELDT Test Purpose	<p>Added heading "(For Pre-ID only)" and new data element defined as: "The reason the student is taking the CELDT Test."</p> <p>Added the following codes:</p> <p>1 Initial Identification 2 Annual Assessment</p>	New element and codes added to comply with Pre-ID state reporting requirements.
13.09.02	Percentage of Time Per Assignment	Modified element name as: "Percentage of Time Per Assignment Full-Time Equivalent (FTE)"	Name change is consistent with element definition and indicates that the element value should be the FTE % for this assignment, so that when all assignments for a teacher are added together the total will indicate the person's FTE status.
13.09.03	Language of Instruction	Changed element definition to: "Language of instruction provided to English Learner students receiving 'Primary Language Instruction'."	Element was originally intended to be populated only for teachers and paraprofessionals who provide primary language instruction to EL students. Some LEAs are populating this element for non-primary language EL assignments (such as foreign language teachers) or populating "English" for SDAIE assignments. This could potentially cause misreporting to language of instruction; therefore, a revision to the definition is needed.

Element Number	Element Name	Change	Reason for Change
13.19	Type of Instruction to English Learners	Changed the element definition to: “The type of instructional services provided to English Learners. These services must be provided by a qualified teacher (either certified or in training for the type of services provided).”	The current definition of this element specifies teachers and does not include the concept of teachers in training. This definition modification would fix this omission and would also specify that the types of instruction may only be provided by “qualified teachers”.
14.21	School Calendar Type	Added the following codes: 25 Traditional and Multitrack Concept 6 26 Traditional and Multitrack Modified Concept 6 27 Traditional and Multitrack 45/15 28 Traditional and Multitrack 60/15 29 Traditional and Multitrack 60/20 30 Traditional and Multitrack 90/30 31 Traditional and Multitrack Custom Calendar 32 Traditional and Single Track 45/15 33 Traditional and Single Track 60/15 34 Traditional and Single Track 60/20 35 Traditional and Single Track 90/30 36 Traditional and Single Track Concept 6 37 Traditional and Single Track Custom Calendar 38 Traditional and Single Track Modified Concept 6	The current code set for this element does not allow both Traditional calendar and Single- or Multi-track calendars to exist for a single school. These code additions would remedy this situation.
Section 15	Institution: Schedule of Classes	Edited Note under section heading: “Data elements 15.01, 15.02 and 15.08 may be repeated...” to read “Data elements 15.02 and 15.08 may be repeated....”	Eliminates unneeded reference to element 15.01 that has been deleted from the Data Dictionary (see below).
15.01	CBEDS Assignment Code	Deleted this data element.	Discontinuing use of this data element. Element no longer needed since another data element 08.05.03 (CBEDS Subject Area Assignment Code) can be used to describe CBEDS

Element Number	Element Name	Change	Reason for Change
			assignment codes.
16.16.01	Program Context	Deleted the following Business Rule from the element definition: “Elements 16.16.01 – 16.16.02 may be repeated as necessary.”	The business rule conflicts with the “one record per program offered at site or district” specified in the CSIS File Transmission Formats for state reporting and records transfer.
17.07	Transmission Reason	Deleted the following codes: KT K-12 records transfer PS Postsecondary records transfer Added the following codes: TI K12 Records Transfer of an Individual Student Record TC K12 Records Transfer of an entire Matriculating Class TP Post Secondary Records Transfer EU Enrollment Update	It is necessary to modify (add/delete) these codes to be consistent with CSIS SRRTS transmission reasons and new functionality for enrollment updates and records transfer.

C. Code Table Changes from Version 4.1.1 to 5.0

The proposed changes to the CSIS Data Dictionary Code Tables listed below are necessary to meet updated and ongoing requirements for electronic state reporting and records transfer starting in FY 2004-05, and are submitted to the State Board of Education for review and approval. Proposed changes include additions and deletions of data element codes, revisions and clarifications to code definitions, and code errata (typo corrections, minor edits). New codes are indicated in **Bold**.

Code Table	Original Code(s)	Change	Reason for Change
Appendix A: States and Provinces	None	Changed line under appendix heading, "For use, see data elements..." to include element 05.03.05.	Corrects typo.
Appendix C: Languages	51 Kurdish	Modified code 51 as follows: 51 Kurdish (Kurdi, Kurmanji)	Code modified to include related Kurdish dialects consistent with Language Census reporting.
Appendix F: Special Programs		Deleted reference to element 15.09 in the line under appendix heading, "For use, see data elements..."	Corrects typo.
Appendix H: Program or Instructional Settings	None	Deleted sub-heading "State Operated Program / SELPA Instructional Settings" and the following codes: 400 General education program or regular class setting 410 Designated Instruction and Services (DIS) 420 Resource Specialist Program (RSP) 430 Special Day Classes and Centers – in Public Integrated Facility 431 Special Day Classes and Centers - in Public Separate Facility 440 Nonpublic, nonsectarian school (NPS) – day school 441 Nonpublic, nonsectarian school (NPS) – residential school in California	Codes no longer needed for Special Education reporting.

Code Table	Original Code(s)	Change	Reason for Change
		442 Nonpublic, nonsectarian school (NPS) – residential school outside California 461 Telecommunication 462 Home 463 Hospital (excluding state hospital) 471 Public residential school/facility, includes state special school 473 Correctional facility 475 State hospital 476 Developmental Center 480 Other instructional setting	
Appendix J: CBEDS Subject Area Assignment Codes	None	Changed line under appendix heading from “For use, see data elements 08.05.03, 15.01” to read “ <i>For use, see data element 08.05.03</i> ”.	Updates the code table to reflect that data element 15.01 (CBEDS Assignment Code) has been deleted.
Appendix M: Assessment / Test Types	None	Added the following new code: 140 CA High School Proficiency Exam (CHSPE)	Updates the code table to include new test type code.
Appendix M: Assessment / Test Types	None	Added the following new code: 141 California Alternate Performance Assessment (CAPA)	Updates the code table to include new test type code needed for STAR Pre-ID reporting.
Appendix N: Subtests	None	Added the following new code: 231 Speaking	Updates the code table to include new subtest code needed for the CA Standards Test – for STAR Program reporting.
Appendix N: Subtests	None	Deleted the following code: 481 Total Mathematics	Code 481 is a duplication of existing code 211 (Total Mathematics).
Appendix O: Activity or Award Types	499 Other	Added the following new code: 137 Snowboarding Modified the following code definition: 499 Other <i>Journalism, Broadcasting or</i>	Updates the code table to include new code 137 and to clarify code 499.

Code Table	Original Code(s)	Change	Reason for Change
		<i>Yearbook.</i>	

DRAFT for State Board of Education Approval

California School Information Services

Data Dictionary

**For FY 2004-2005
State Reporting and Records Transfer**

Version 5.0

July 9, 2003

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Revision History

Name	Date	Reason For Changes	Version
Steve Mills	07/09/03	Draft version submitted for State Board of Education approval	5.0
Steve Mills	10/29/02	Revised version based on approved change requests.	4.1
	09/12/02	Initiated revision history.	4.0

Summary of Dictionary Changes from Version 4.1 To 5.0

Changes to the Data Dictionary may include errata (corrections/edits) as well as additions or deletions of elements and codes. Errata typically involve minor changes to element names or definitions, or changes/additions to business rules governing the use of elements. Errata changes usually don't require any significant re-programming by Local Education Agencies (LEAs) or their SIS vendors. Changes in elements and codes may also include changes to element attributes such as field repeat, field type or field length. Element/code changes may require significant programming of a student information system (SIS) by Local Education Agencies or their SIS vendors. **New elements and codes are indicated in Bold.**

Element Number	Element Name	Change
Key to Column Entries and Codes		<p>In this section, added new sub-head: "Field Repeat". Under this sub-head, added the following explanations:</p> <p>#N – indicates that an element may be repeated multiple times to provide necessary information about a student, teacher or school/district, e.g., to identify all special programs in which a student is eligible or participating.</p> <p>#N+N – indicates that an element can occur multiple times within another repeating element, e.g., to identify one or more instructional services received by a student for <u>each</u> special program in which the student is participating.</p> <p>#N+N+N – indicates that an element can repeat multiple times within another multiple-occurring element for <i>each</i> instance of a third element, e.g., to describe several teacher comments for progress grades or marks given to a student in a specific course.</p>
Record Transfer Regulations		<p>In this section, added new sub-head: "Source Document References". Under this sub-head, added the following information:</p> <p>"California Code of Regulations, under Title 5 – Education, specifies the regulations for the transfer of student records."</p> <p>California Code of Regulations is available for viewing at the website: www.calregs.com</p> <p>A copy of the "Official California Code of Regulations" is available in loose-leaf printed format from West Group (1-800-888-3600).</p>
02.02	Student Race / Ethnicity – Primary	Deleted the following general codes:

Element Number	Element Name	Change
		200 Asian 300 Native Hawaiian or Other Pacific Islander Added the following code: 999 Decline to State Deleted last two paragraphs of Business Rule: “Sub-code 201-299 and...” and “Note: Code definitions are from...”
02.09	Student English Proficiency	Revised all code definitions for this element as follows: <ol style="list-style-type: none"> 1. English Only. Student who learned English as his/her first language. 2. Initially Identified as Fluent English Proficient (I-FEP). Student who first learned a language other than English who was identified as fluent or proficient in English when he/she enrolled in California public schools. 3. English Learner. Student who first learned or has a home language other than English who was determined to lack sufficient fluency in English based on state oral language (K-12) and literacy (3-12) assessments to succeed in the school's regular instructional program. (For students tested for initial classification prior to May 2001, this is based on the state-approved instrument the district was using. For students tested after May 2001, use the CELDT results.) 4. Redesignated Fluent English Proficient (R-FEP). Student who first learned a language other than English and who was identified as limited-English proficient when he/she enrolled in California public schools. The student met the redesignation criteria and was redesignated as fluent English proficient.
02.13.02	Student's District of Residence	Changed element definition as follows: “The district responsible for ensuring that the student receives educational services.” Added the following <u>Note</u> : “For most students, this will be the district in which the student's parent / guardian / caretaker(s) reside.”
02.20.01	Authorization / Prohibition /	Revised element definition as follows: “The

Element Number	Element Name	Change
	Waiver Type	type of parental or other entity authorization, prohibition, restriction or waiver regarding the pupil (California Code of Regulation, Title 5, sec.432, b, 2, H; and Education Code sections 310 and 311)." Modified the definition of code 3 as follows: "Parental waiver of English Language Classroom. <i>Petition for enrollment in a bilingual education class or other generally recognized alternative course of study.</i> "
02.20.02	Authorization / Prohibition / Waiver	Revised element definition as follows: "Parental or other entity authorization, prohibition, restriction or waiver." Revised part of element definition Business Rule: "Use this element to include a brief comment on nature of authorization, prohibition, restriction or waiver and location of any related text. Element may be repeated as necessary to identify different authorizations, prohibitions, restrictions or waivers about pupil participation in specific programs."
02.20.03	Authorization / Prohibition / Waiver Request Date	Revised element definition as follows: "The date of the parent or other entity's authorization, restriction, prohibition or waiver regarding a pupil."
03.01.01	Parent / Guardian / Caretaker – Prefix	Deleted the following sentence from the element definition Business Rule: "Send parent/guardian names and related information in order of primary contact first."
03.01.06	Parent / Guardian / Caretaker(s)' Name for Mailing	Added new data element defined as: "The full name of parent / guardian / caretaker(s) to be used for mailing, e.g., 'M/M Jacob F. Tennyson III' or 'Sally Smith & John Jones' or 'Mr. Steven Lockfeld', etc."
03.02	Relationship to the Student	Added new code: 01 Multiple Parents / Guardians / Caretakers
03.06	Primary Parent / Guardian / Caretaker	Added new data element defined as: "The parent / guardian / caretaker record to be selected when data formats allow for only one record." Added new code: Y Yes. Record to be selected.
07.11.01	Setting Start Date	Added new data element defined as: "The date the student was placed in this setting."
07.11.02	Setting End Date	Added new data element defined as: "The last date the student was in this setting."
07.12.01	Service Start Date	Added new data element defined as: "The date the student began receiving this service."
07.12.02	Service End Date	Added new data element defined as: "The last

Element Number	Element Name	Change
		date the student received this service.”
07.20	Special Education Disability Category	Added new code: 081 Established Medical Disability
07.30	Institution of Record	Added new data element defined as: “The school, district or county office of education that is fiscally responsible for the student (CDS #).”
09.11.04	Score Type	Added the following codes: 22 Pass/Fail 23 Pass/Not Pass
09.15	Alternative Assessment	Deleted the following heading from the element definition: “(For Special Education CASEMIS only)”
09.17	Pre-ID Group Name	Added new data element defined as: “Used for sorting purposes in the Pre-ID process. This data element is school-defined if used.”
09.18	Pre-ID Group Code	Added new data element defined as: “Used in conjunction with ‘Pre-ID Group Name’ for sorting purposes in the Pre-ID process.”
09.19	Pre-ID LEA Defined Field 1	Added new data element defined as: “A locally-defined field provided for district use in the Pre-ID process.”
09.20	Pre-ID Type	Added new data element defined as: “The format of the Pre-Identification service which the districts are requesting.” Added the following codes: 1 Pre-ID Documents. (Scannable barcode printed directly on the answer document) 2 Pre-ID Labels. (Scannable barcode printed on an adhesive label)
09.21	ASAM 90-Day Enrollment	Added heading “(For Pre-ID only)” and new data element defined as: “Student enrolled in ASAM (Alternative Schools Accountability Model) school less than 90 days prior to Testing.” Added the following code: Y Yes
09.22	Pre-ID Multiple Choice Wave	Added new data element defined as: “The multiple choice testing wave in which a student is designated to participate.” Added the following codes: 01 1st Wave 02 2nd Wave 03 3rd Wave 04 4th Wave 05 5th Wave 06 6th Wave 07 7th Wave
09.23	Pre-ID Writing Wave	Added new data element defined as: “For students taking grade 4 and 7 tests, the writing

Element Number	Element Name	Change
		wave in which the student is designated to participate.” Added the following codes: 01 1st Wave 02 2nd Wave
09.24	Pre-ID Option	Added new data element defined as: “Method of sending Pre-ID data files, all at once or by wave.” Added the following codes: 1 One file 2 Files by wave
09.25	Pre-ID LEA Defined Field 2	Added new data element defined as: “A locally-defined field provided for district use in the Pre-ID process.”
09.26	Pre-ID LEA Defined Field 3	Added new data element defined as: “A locally-defined field provided for district use in the Pre-ID process.”
09.27	Pre-ID Optional Parent Data Flag	Added new data element defined as: “Element used to indicate whether or not the LEA intends for SRRTS to pass on Pre-ID optional parent/guardian mailing data to the Pre-ID test vendor.” Added the following codes: Y LEA will send optional report data N LEA will not send optional report data
09.28	Test Program ID	Added heading “(For Pre-ID only)” and new data element defined as: “Test(s) for which Pre-ID test forms or labels are requested.” Added the following codes: 1 STAR 3 SABE/2 5 CAHSEE 7 CELDT 9 Physical Fitness Test
09.29	Pre-ID Expected Test Date	Added new data element defined as: “Date on which student is expected to take an assessment test(s).” Added the following <u>Business Rule</u> : “Use date format CCYYMMDD, e.g., 19850423.”
09.30	Pre-ID SABE Test Level	Added new data element defined as: “The level of the SABE test that will be given.” Added the following codes: 02 Grade 2 03 Grade 3 04 Grade 4 05 Grades 5 & 6

Element Number	Element Name	Change
		06 Grades 7-11
09.31	CELDT Test Purpose	Added heading "(For Pre-ID only)" and new data element defined as: "The reason the student is taking the CELDT Test." Added the following codes: 1 Initial Identification 2 Annual Assessment
13.09.02	Percentage of Time Per Assignment	Modified element name as: "Percentage of Time Per Assignment Full-Time Equivalent (FTE)"
13.09.03	Language of Instruction	Changed element definition to: "Language of instruction provided to English Learner students receiving 'Primary Language Instruction'."
13.19	Type of Instruction to English Learners	Changed the element definition to: "The type of instructional services provided to English Learners. These services must be provided by a qualified teacher (either certified or in training for the type of services provided)."
14.21	School Calendar Type	Added the following codes: 25 Traditional and Multitrack Concept 6 26 Traditional and Multitrack Modified Concept 6 27 Traditional and Multitrack 45/15 28 Traditional and Multitrack 60/15 29 Traditional and Multitrack 60/20 30 Traditional and Multitrack 90/30 31 Traditional and Multitrack Custom Calendar 32 Traditional and Single Track 45/15 33 Traditional and Single Track 60/15 34 Traditional and Single Track 60/20 35 Traditional and Single Track 90/30 36 Traditional and Single Track Concept 6 37 Traditional and Single Track Custom Calendar 38 Traditional and Single Track Modified Concept 6
Section 15	Institution: Schedule of Classes	Edited Note under section heading: "Data elements 15.01, 15.02 and 15.08 may be repeated..." to read "Data elements 15.02 and 15.08 may be repeated..."
15.01	CBEDS Assignment Code	Deleted this data element.
16.16.01	Program Context	Deleted the following Business Rule from the element definition: "Elements 16.16.01 – 16.16.02 may be repeated as necessary."
17.07	Transmission Reason	Deleted the following codes: KT K-12 records transfer PS Postsecondary records transfer

Element Number	Element Name	Change
		Added the following codes: TI K12 Records Transfer of an Individual Student Record TC K12 Records Transfer of an entire Matriculating Class TP Post Secondary Records Transfer EU Enrollment Update

Key to Column Entries and Codes

Field Repeat:

- #N = Indicates that an element may be repeated multiple times to provide necessary information about a student, teacher or school/district, e.g., to identify all special programs in which a student is eligible or participating.
- #N+N = Indicates that an element can occur multiple times within another repeating element, e.g., to identify one or more instructional services received by a student for each special program in which the student is participating.
- #N+N+N = Indicates that an element can repeat multiple times within another multiple-occurring element for *each* instance of a third element, e.g., to describe several teacher comments for progress grades or marks given to a student in a specific course.

Field Type:

- AN = Alphanumeric text.
- ID = Code table value. ID fields are stored as alphanumeric characters and can include leading zeros.
- DT = Date.
- NO = Number. Number fields are for arithmetic calculations only and are stored without leading zeros.
- R = Decimal number.

Records Transfer:

M = Data element is *mandatory* for inclusion in individual student record when a student transfers to another school in accordance with California Title 5, Sections 432 and 438 (see below), and CA Education Code.

O = Data element is *optional* for inclusion in individual student record when a student transfers to another school as permitted by California Title 5, Section 432, and as determined by local education agencies.

State Reporting:

X = Data element is collected for state reporting purposes.

Shaded cells = not applicable.

Record Transfer Regulations

California Title 5, sections 432 and 438 specifies the regulations for the transfer of student records, as follows:

432. Varieties of Pupil Records.

- (a) The principal of each school shall keep on file a record of enrollment and scholarship for each pupil currently enrolled in said school.
- (b) Local school districts shall not compile any other pupil records except mandatory or permitted records as herein defined:
 - (1) "Mandatory Permanent Pupil Records" are those records which the schools have been directed to compile by California statute authorization or authorized administrative directive. Each school district shall maintain indefinitely all mandatory permanent pupil records or an exact copy thereof for every pupil who was enrolled in a school program within said district. The mandatory permanent pupil record or a copy thereof shall be forwarded by the sending district upon request of the public or private school in which the student has enrolled or intends to enroll. Such records shall include the following:
 - (A) Legal name of pupil.
 - (B) Date of birth.
 - (C) Method of verification of birth date.
 - (D) Sex of pupil.
 - (E) Place of birth.
 - (F) Name and address of parent of minor pupil.
 1. Address of minor pupil if different than the above.
 2. An annual verification of the name and address of the parent and the residence of the pupil.
 - (G) Entering and leaving date of each school year and for any summer session or other extra session.
 - (H) Subjects taken during each year, half-year, summer session, or quarter.
 - (I) If marks or credit are given, the mark or number of credits toward graduation allows for work taken.
 - (J) Verification of or exemption from required immunizations.
 - (K) Date of high school graduation or equivalent.
 - (2) "Mandatory Interim Pupil Records" are those records which schools are required to compile and maintain for stipulated periods of time and are then destroyed as per California statute or regulation. Such records include:
 - (A) A log or record identifying those persons (except authorized school personnel) or organizations requesting or receiving information from the record. The log or record shall be accessible only to the legal parent or guardian or the eligible pupil, or a dependent adult pupil, or an adult pupil, or the custodian of records.
 - (B) Health information, including Child Health Developmental Disabilities Prevention Program verification or waiver.
 - (C) Participation in special education programs including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge.
 - (D) Language training records.

- (E) Progress slips and/or notices as required by Education Code Sections 49066 and 49067.
 - (F) Parental restrictions regarding access to directory information or related stipulations.
 - (G) Parent or adult pupil rejoinders to challenged records and to disciplinary action.
 - (H) Parental authorizations or prohibitions of pupil participation in specific programs.
 - (I) Results of standardized tests administered within the preceding three years.
- (3) "Permitted Records" are those pupil records which districts may maintain for appropriate educational purposes. Such records may include:
- (A) Objective counselor and/or teacher ratings.
 - (B) Standardized test results older than three years.
 - (C) Routine discipline data.
 - (D) Verified reports of relevant behavioral patterns.
 - (E) All disciplinary notices.
 - (F) Attendance records not covered in the Administrative Code Section 400.

438. Transfer of Records.

- (a) When a pupil transfers to another school district or to a private school, a copy of the pupil's Mandatory Permanent Pupil Record shall be transferred upon request from the other district or private school. The original or a copy must also be retained permanently by the sending district. If the transfer is to another California public school, the pupil's entire mandatory Interim Pupil Record shall be forwarded. If the transfer is out of state or to a private school, the Mandatory Interim Pupil Record may be forwarded. Permitted pupil records may be forwarded. All pupil records shall be updated prior to such transfer.
- (b) If the pupil is a within-California transfer, the receiving school shall notify parents of the record transfer. If the student transfers out of state, the sending district may notify the parents of the rights accorded them. The notification shall include a statement of the parent's right to review, challenge, and receive a copy of the pupil record, if desired.
- (c) Pupil records shall not be withheld from the requesting district because of any charges or fees owed by the pupil or his parent. This provision applies to pupils in grades K-12 in both public and private schools.

Source Document References:

California Code of Regulations, under **Title 5 – Education**, specifies the regulations for the transfer of student records."

California Code of Regulations is available for viewing at the website: www.calregs.com

A copy of the "**Official California Code of Regulations**" is available in loose-leaf printed format from West Group (1-800-888-3600).

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STUDENT DATA

Elements and codes for state reporting and records transfer.

Section 1 - Student Identification

Note: Data elements in this category are used for CSIS processing to validate that student data are “individualized” and are not duplicated. Student name elements 01.01.01- 01.01.05 is required for record transfer when a student enters a new school and for Special Education state reporting. Excepting for Special Education, data elements in this section that are transmitted to the CSIS data repository will not be available to the California Department of Education or any other education agency or group for the purpose of collecting or analyzing information about students.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
01.01.01	IN102 – 1107	Name Type	The type of name being described in elements 01.01.02 – 01.01.05. Business Rule: Elements 01.01.01 – 01.01.05 are used only for individual records transfer and for Special Education state reporting. These elements may be sent twice – once to provide the student’s legal name and once to provide the student’s current AKA. The number of AKAs that are stored in a local SIS is up to the LEA.	1 Current legal 2 Alias (AKA)	2	ID	1	M	X
01.01.02	IN202 – 93	Student’s Name – First	Student’s first name.		2	AN	20	M	X
01.01.03	IN202 – 93	Student’s Name – Middle	Student’s middle name.		2	AN	20	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
01.01.04	IN202 – 93	Student's Name – Surname	Student's surname name.		2	AN	50	M	X
01.01.05	IN202 – 93	Student's Name – Suffix	Student's name suffix, e.g., Jr., III, etc.		2	AN	10	M	X
01.02	REF02 – 127	CSIS Student Number	Unique identification number for the student assigned to or by the first California district in which the student is enrolled in accordance with CSIS established standards. This number follows the student from school to school throughout his/her K-12 career.			AN	10	M	X
01.03	REF02 – 127	Locally Assigned Student Number	The number used at the local school to identify the student. This number will be used only for edit / verification purposes. Business Rule: The student's local ID number as assigned by the district (not school) must be sent along with the CSIS number in DE 01.02 above.			AN	15	O	X
01.04	REF02 – 127	Migrant Student Identification Number	(For Migrant Education Students only) California state-assigned identification number for migrant students. Business Rule: Use student migrant number assigned by Migrant Regional Office.			AN	12	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
01.05	REF02 – 127	Social Security Number	<p>(Optional element) Student's Social Security Number. This element will be collected only when it has been voluntarily provided and only after the LEA has provided complete and proper disclosures to the student and/or parent (see Family Education Rights and Privileges Act (FERPA) and California state regulations regarding privacy / confidentiality procedures).</p> <p>Business Rule: SSN information may be sent only at request of parent (if student is under 18) or at request of student (if 18 or over). SSN may be sent as optional information for students enrolled in Special Education programs or programs funded by state and federal education/job training programs, e.g., JTPA, Carl Perkins Voc. Ed. Act, Job Opportunities & Basic Skills Program, Food Stamps, etc.</p> <p>Note: The social security number, when provided, is useful in validating student data for state reporting. It is also useful to post-secondary institutions allowing them to more successfully match transferred student records to applications for admission.</p>			AN	10	O	X
01.06.01	N406 - 310	Student's Address Type	The location of the student's address.	1 Home address 2 Mailing address	2	ID	1	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
01.06.02	N301 – 166	Student's Street Address (1)	The student's current street address (first line).		2	AN	55	M	
01.06.03	N302 - 166	Student's Street Address (2)	The student's current street address (second line if needed).		2	AN	55	M	
01.06.04	N301 – 166	Student's Address – Street Number (Parsed)	(Optional) The street number of the student's current address, e.g., 214. This is a parsed version of the street address in 01.06.02. Business Rule: A student's street address must be sent in the "rolled up" (non-parsed) format as in data elements 01.06.02 – 01.06.03 above; street address may additionally be sent in the "parsed" format as in elements 01.06.04 – 01.06.07.		2	AN	10	O	
01.06.05	N301 – 166	Student's Address – Street Name (Parsed)	(Optional) The street name of the student's current address. This is a parsed version of the street address in 01.06.02.		2	AN	55	O	
01.06.06	N301 – 166	Student's Address – Street Type (Parsed)	(Optional) The type of street in the student's current address, e.g., street, avenue, court, lane, etc.		2	AN	10	O	
01.06.07	N301 – 166	Student Address – Apartment Number (Parsed)	(Optional) The apartment number of the student's current address, if applicable.		2	AN	5	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
01.06.08	N301 – 166	Student's Address – Direction (Parsed)	(Optional) The student's address direction if applicable, e.g., north, east, southwest, etc.		2	AN	10	O	
01.06.09	N401 – 19	Student's Address – City	The city portion of the student's current address.		2	AN	30	M	
01.06.10	N402 – 156	Student's Address – State	The state portion of the student's current address. Business Rule: Use of a code other than California for this element allows for identification of student records from out of state.	See Appendix A for a complete list of U.S., Canadian and Mexican state / province codes.	2	ID	2	M	
01.06.11	N403 – 116	Student's Address – Zip or Postal Code	The zip or postal code portion of the student's current address.		2	AN	9	M	
01.07		Student's Name / Address Verification Date	The most recent date (month/year) that the student's name and address have been verified. Business Rule: Use date format CCYYMMDD, e.g., 19850423. Date of verification must be within current year in accordance with California Administrative Code, Title V, Section 432 (b1F).			DT	8	M	

Section 2 - Demographics

Note: Data elements 02.18.01 – 02.18.05 may be repeated as necessary to provide complete information on persons or organizations requesting or receiving information from a student record.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.01	DMG03 – 1068	Student Gender	The gender of the student.	M Male F Female		ID	1	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.02	DMG05 – 1109 and IND10 – 67	Student Race/Ethnicity - Primary	<p>The racial or ethnic background of the student.</p> <p>Business Rule: For students with multi-ethnic backgrounds, a local SIS must be able to send as many codes as are applicable for the student. One of the codes must be used to identify the <i>primary</i> race/ethnicity. Use DE 02.02 to identify the primary one and DE 02.02.01 (see below) to identify any additional race/ethnicity backgrounds that may apply.</p>	<p>100 American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.</p> <p>Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.</p> <p>201 Chinese 202 Japanese 203 Korean 204 Vietnamese 205 Asian Indian 206 Laotian 207 Cambodian 299 Other Asian</p> <p>Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p> <p>301 Hawaiian 302 Guamanian 303 Samoan 304 Tahitian 399 Other Pacific Islander</p> <p>400 Filipino. A person having origins in any of the original peoples of the Philippine Islands.</p> <p>500 Hispanic or Latino. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.</p>		ID	3	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				600 Black or African American (not Hispanic). A person having origins in any of the black racial groups of Africa. 700 White (not Hispanic). A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. 999 Decline to State					
02.02.01	DMG05 – 1109 and IND10 – 67	Student Race / Ethnicity – Additional	(Optional) Additional race/ethnicity categories that are applicable to the student (in addition to the <i>primary</i> one). <u>Business Rule:</u> Use this element to specify any additional race/ethnicity backgrounds for a student that may apply.	See code table for DE 02.02 (above).	#N	ID	3	O	X
02.03	DMG03 – 1251	Student Birth Date	The student's date of birth. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8	M	X
02.04.01	DMG08 – 659	Student's Birth Date Verification	The document used to verify the student's date of birth.	1 Birth Certificate 2 Hospital Certificate 3 Affidavit 4 Immigration Document 5 Baptismal or Church Certificate 6 Physician's Certificate 7 Undocumented (no birth verification available) 9 Other (<i>specify in DE 02.04.02 below</i>)		ID	1	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.04.02		Other Birth Date Verification	Other document or source used to verify the student's date of birth. Business Rule: Use this element to specify <i>Other</i> code indicated in element 02.04.01 above.			AN	20	M	
02.05.01	IND04 – 19	Student's Place of Birth – City	The city in which the student was born (in free-form text).			AN	30	M	
02.05.02	IND02 – 156	Student's Place of Birth – State or Province	The state or province in which the student was born.	See Appendix A for a complete list of U.S., Canadian and Mexican state / province codes.		ID	2	M	
02.05.03	IND01 – 26	Student's Place of Birth – Country	The country of birth of the student.	See Appendix B for a complete list of country codes.		ID	2	M	X
02.06		Schooling in the United States	(For Emergency Immigration Education Program only) The student has been attending one or more schools in any one or more states for a period less than or equal to three full academic years (i.e., student qualifies for immigrant assistance funding).	Y Yes N No		ID	1	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.07.01	LUI02 – 67	Student’s Primary Language	<p>The language first learned most frequently used at home or most frequently spoken by the parents or adults in the home.</p> <p>Note: A student’s primary language is identified by the “Home Language Survey” as the language first learned; most frequently used at home; or most frequently spoken by the parents or adults in the home. For the purposes of the Language Census, sign language is not identified as a primary language. However, American Sign Language is used by Special Education.</p>	See Appendix C for a complete list of language codes.		ID	3	M	X
02.07.02		Primary Language of Student (Other)	<p>Specifies any other language first learned by the student or spoken in the home.</p> <p>Business Rule: Use this element to clarify <i>Other Non-English Language</i> code indicated in DE 02.07.01 above.</p>			AN	30	M	
02.08	IND08 – 819	Student or Family’s Language of Correspondence	The language to be used for correspondence to the student or the student’s home.	See Appendix C for a complete list of language codes.		ID	3	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.09	IND06 – 1476	Student English Proficiency	<p>The English proficiency of the student.</p> <p>Business Rule: If student is an English Learner (code 3), then elements 07.11 Instructional/Support Services Received and 07.12 Service or Instructional Setting must be completed (see Section 7).</p>	<p>1 English Only. Student who learned English as his/her first language.</p> <p>2 Initially Identified as Fluent English Proficient (I-FEP). Student who first learned a language other than English who was identified as fluent or proficient in English when he/she enrolled in California public schools.</p> <p>3 English Learner. Student who first learned or has a home language other than English who was determined to lack sufficient fluency in English based on state oral language (K-12) and literacy (3-12) assessments to succeed in the school's regular instructional program. (For students tested for initial classification prior to May 2001, this is based on the state-approved instrument the district was using. For students tested after May 2001, use the CELDT results.)</p> <p>4 Redesignated Fluent English Proficient (R-FEP). Student who first learned a language other than English and who was identified as limited-English proficient when he/she enrolled in California public schools. The student met the redesignation criteria and was redesignated as fluent English proficient</p>		ID	1	M	X
02.10	DTP03 – 1251	Date Redesignated FEP	<p>For students formerly designated as Limited English Proficient, the date on which they were redesignated as Fluent English Proficient.</p> <p>Business Rule: Use date format CCYYMMDD, e.g., 19850423.</p>			DT	8	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.11.01	N406 – 310	Dwelling Type	<p>(For Homeless Program only) The type of primary nighttime residence in which the student lives.</p> <p>Business Rule: In cases where there is more than one location, choose the location of most frequency.</p>	<p>10 Shelters 11 Doubled-up (<i>includes all children and youth who are sharing housing with other families or individuals because of a loss of housing or other similar situation</i>) 12 Unsheltered 13 Permanent housing (<i>defined as families that have been homeless for some time during the year and moved to permanent housing</i>) 14 Other (<i>specify in DE 02.11.02</i>) 15 Unknown</p>		ID	2		X
02.11.02		Other Dwelling Type	<p>(For Homeless Program only) The type of dwelling indicated by the <i>Other</i> code in element 02.11.01 above.</p>			AN	20		X
02.12	N406 - 310	Residential Status	The student's residential status.	<p>10 Foreign exchange student</p> <p>Special Education: 20 Parent or legal guardian 21 Licensed Children's Institution (LCI) 22 Foster family home (FFH) 23 Hospital (except state hospital) 24 Residential facility 25 Incarcerated institution 26 State hospital 27 Developmental center 28 Other</p>		ID	2	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.13.01		Interdistrict Transfer Student	<p>Incoming student from a CA school district that has voluntarily sought and subsequently received a transfer permit to attend another school district.</p> <p>Business Rule: Elements 02.13.01 and 02.13.02 must be associated with enrollment and withdrawal dates in section 5, i.e., elements 05.01 and 05.06. Do not include student transfers from out-of-state school districts in Arizona, Oregon and Nevada (see CBEDS Administrative Manual, CDIF section G, p.18).</p>	<p>Y Yes N No</p>	#N	ID	1		X
02.13.02	N104 – 67	Student's District of Residence	<p>The district responsible for ensuring that the student receives educational services.</p> <p>Note: For most students, this will be the district in which the student's parent / guardian / caretaker(s) reside.</p>		#N	AN	14		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.14		Special Needs Status	<p>(For Vocational Education/Carl Perkins Funds only) The special needs status of the student</p> <p>Business Rule: Only one of these codes should be applied to the Individual.</p>	<p>1 Single parent (an individual who (1) is unmarried or legally separated from a spouse; and (2)(I) has a minor child or children for which the parent has either custody or joint custody; or (ii) is pregnant)</p> <p>2 Displaced homemaker (an individual who “(A) is an adult; and “(B) (i) has worked as an adult primarily without remuneration to care for the home and family, and for that reason has diminished marketable skills; “(ii) has been dependent on public assistance or on the income of a relative but is no longer supported by such income; “(iii) is a parent whose youngest dependent child will become ineligible to receive assistance under the program for temporary assistance to needy families under part A of Title IC of the Social Security Act within 2 years of the parent’s application for assistance under this Act; or (iv) is unemployed or underemployed and is experiencing difficulty in obtaining any employment or suitable employment, as appropriate, or “(C) is described in subparagraph (A) or (B) and is a criminal offender.”)</p>		ID	1		X
02.16	IN107 – 1131	Parent Education Level	The highest education level attained by the student’s most educated parent.	<p>10 Graduate school / post graduate training</p> <p>11 College graduate</p> <p>12 Some college (<i>includes AA degree</i>)</p> <p>13 High school graduate</p> <p>14 Not a high school graduate</p> <p>15 Declined to state or unknown</p>		ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.18.01	NTE02 – 352	Record Access Log – Name	The full name of the person or organization requesting or receiving information from the student record. Business Rule: Elements 02.18.01 – 02.18.05 are sent together as a group in accordance with California Ed. Code 49064. These elements may be repeated as necessary to identify all authorized persons or entities that have accessed the student’s record at the sending institution.		#N	AN	60	M	
02.18.02	NTE02 – 352	Record Access Log – Reason	The reason that access to the records was granted.		#N	AN	80	M	
02.18.03	NTE02 – 352	Record Access Log – Circumstances	The circumstances under which the records were inspected.		#N	AN	80	M	
02.18.04	NTE02 – 352	Record Access Log – Records Accessed	Description of the records that were inspected.		#N	AN	80	M	
02.18.05		Record Access Log – Date Records Accessed	The date that the records were accessed.		#N	DT	8	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.19.01	NTE02 – 352	Rejoinder to Records and Discipline	Parental or adult pupil rejoinder to challenged records and disciplinary action. Business Rule: Use this element to include a brief comment on nature of a rejoinder (e.g., parent letter of protest to student's record) and location of full rejoinder text in accordance with California Ed. Code 49070 (d) and 49072. Element may be repeated as often as necessary to identify different rejoinders, protests or challenges.		#N	AN	80	M	
02.19.02		Rejoinder Date	The date of the parental or adult pupil rejoinder.		#N	DT	8	M	
02.20.01		Authorization / Prohibition / Waiver Type	The type of parental or other entity authorization, prohibition, restriction or waiver regarding the pupil (California Code of Regulation, Title 5, sec.432, b, 2, H; and Education Code sections 310 and 311).	1 Program participation authorization or prohibition 2 Directory content restriction 3 Parental waiver of English Language Classroom. <i>Petition for enrollment in a bilingual education class or other generally recognized alternative course of study.</i>	#N	ID	1	M	
02.20.02	NTE02 – 352	Authorization / Prohibition / Waiver	Parental or other entity authorization, prohibition, restriction or waiver. Business Rule: Use this element to include a brief comment on nature of authorization, prohibition, restriction or waiver and location of any related text. Element may be repeated as necessary to identify different authorizations, prohibitions, restrictions or waivers about pupil participation in specific programs		#N	AN	80	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
02.20.03	NTE02 – 352	Authorization / Prohibition / Waiver Request Date	The date of the parent or other entity's authorization, restriction, prohibition or waiver regarding a pupil.		#N	DT	8	M	
02.20.04		Waiver Status	Status of waiver requested by parent or guardian for student.	1 Granted 2 Denied	#N	ID	1	M	
02.20.05		Date Waiver Granted or Denied	Date that waiver was granted or denied for student.		#N	DT	8	M	
02.22		Foreign Language Competency	The number of years of high school foreign language to which the student's level of foreign language competency corresponds.			NO	1	O	
02.23		Veteran	(For Vocational Education – Performance-Based Accountability Program only) An individual who has served in the armed forces of this country for at least 181 consecutive days since January 31, 1955; and who has been discharged or released under conditions other than dishonorable, but does not include any person who served only in auxiliary or reserve components of the armed forces whose services therein did not exempt him or her from the operation of the Selective Training and Services Act of 1940 (54 Stat. 885).	Y Yes N No		ID	1		X

Section 3 - Parent / Guardian

Note: Elements 03.01.01 – 03.03.03, 03.03.08 – 03.03.11 and 03.05 are required for record transfer when a student enters a new school. All elements in this section may be repeated as necessary to identify more than one parent or guardian. Local SIS must be able to handle up to a minimum of four (4) parent/guardian names and related information.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Field Attributes			Field Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
03.01.01	IN202 – 93	Parent / Guardian or Caretaker - Prefix	The prefix of the name of the parent(s) legal guardian(s) or caretaker(s) responsible for the student. For example: Mr, Mrs, Ms, Dr, etc. Business Rule: Elements 03.01.01 – 03.01.05 are sent together as a complete single name. Information should be sent only on living parents or guardians.		#N	AN	5	M	
03.01.02	IN202 – 93	Parent / Guardian or Caretaker – First Name	The first name of the parent(s) legal guardian(s) or caretaker(s) responsible for the student		#N	AN	20	M	
03.01.03	IN202 – 93	Parent / Guardian or Caretaker – Middle Name	The middle name of the parent(s) legal guardian(s) or caretaker(s) responsible for the student		#N	AN	20	M	
03.01.04	IN202 – 93	Parent / Guardian or Caretaker – Surname	The last of the name of the parent(s) , legal guardian(s) or caretaker(s) responsible for the student.		#N	AN	50	M	
03.01.05	IN202 – 93	Parent / Guardian or Caretaker Name – Suffix	The suffix (e.g., Jr., Sr., III, etc.) of the name of the parent(s), legal guardian(s) or caretaker(s) responsible for the student.		#N	AN	10	M	
03.02	IN106 – 1069	Relationship to the Student	The parent, legal guardian or caretaker relationship to the student.	01 Multiple Parents / Guardians / Caretakers 10 Mother	#N	ID	2	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Field Attributes			Field Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				11 Father 12 Stepfather 13 Stepmother 14 Foster Father 15 Foster Mother 16 Grandfather 17 Grandmother 18 Uncle 19 Aunt 20 Family Member 21 Court Appointed Guardian 22 Caregiver 23 Emergency contact 24 Surrogate parent (for IEP) 25 Agency Representative 26 Other Relative 27 Other Relationship 28 Unknown					
03.03.01	N405 - 309	Parent / Guardian Address Type	The type or location of the parent / guardian address. Business Rule: Elements 03.03.01 - 03.03.03 and 03.03.09 - 03.03.11 are sent together as a complete single address.	1 Local address 2 Home address 3 Mailing address 4 Work address 5 Permanent address	#N	ID	1	M	
03.03.02	N301 – 166	Parent / Guardian or Caregiver’s Street Address (1)	The parent, legal guardian or caregiver’s street address (first line).		#N	AN	55	M	
03.03.03	N302 – 166	Parent / Guardian or Caregiver’s Street Address (2)	The parent, legal guardian or caregiver’s street address (second line if needed).		#N	AN	55	M	
03.03.04	N301 – 166	Parent / Guardian or Caregiver’s Address – Street Number (Parsed)	(Optional) The street number of the parent, legal guardian or caretaker’s current address,		#N	AN	10	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Field Attributes			Field Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			e.g., 214. This is a parsed version of the street address in 03.03.02. Business Rule: A parent, legal guardian or caretaker's street address may be sent in the "rolled up" format as in data elements 03.03.02 – 03.03.03 above or may be sent in the "parsed" format as in elements 03.03.04 – 03.03.07.						
03.03.05	N301 – 166	Parent / Guardian or Caregiver's Address – Street Name (Parsed)	(Optional) The street name of the parent, legal guardian or caretaker's current address. This is a parsed version of the street address in 03.03.02.		#N	AN	55	O	
03.03.06	N301 – 166	Parent / Guardian or Caregiver's Address – Street Type (Parsed)	(Optional) The type of street in the parent, legal guardian or caretaker's current address, e.g., street, avenue, court, lane, etc.		#N	AN	10	O	
03.03.07	N301 – 166	Parent / Guardian or Caregiver's Address – Apartment Number (Parsed)	(Optional) The apartment number of the parent's current address, if applicable.		#N	AN	5	O	
03.03.08	N301 – 166	Parent / Guardian or Caregiver's Address – Direction (Parsed)	(Optional) The parent, legal guardian or caretaker's address direction if applicable, e.g., north, east, southwest, etc.		#N	AN	10	O	
03.03.09	N401 – 19	Parent / Guardian or Caregiver's City	The parent, legal guardian or caregiver's city.		#N	AN	30	M	
03.03.10	N402 – 156	Parent / Guardian or Caregiver's State	The parent, legal guardian or caregiver's state.	See Appendix A for a complete list of U.S., Canadian and Mexican state / province codes.	#N	ID	2	M	
03.03.11	N403 – 116	Parent / Guardian or Caregiver's Zip or Postal	The parent, legal guardian or caregiver's zip or postal code.		#N	AN	9	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Field Attributes			Field Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
		Code							
03.04.01	PER03 – 365	Communication Number Type	The type of communication number being sent for a parent, guardian or caregiver.	10 Alternate telephone 11 Answering service 12 Beeper number 13 Cellular phone 14 Electronic mail 15 Telephone extension 16 Facsimile (fax) 17 Home facsimile (fax) number 18 Home phone number 19 Night telephone 20 Other residential fax number 21 Other residential phone number 22 Appointment phone 23 Personal cellular 24 Personal phone 25 Telephone 26 Telex 27 Telemail 28 Teletex number 29 Voice mail 30 Work cellular 31 Work facsimile (fax) number 32 Work phone number	#N+N	ID	2	O	
03.04.02	PER04 – 364	Parent, Guardian or Caregiver's Communication Number	The telephone, fax or e-mail number to be used to reach the parent, legal guardian or caregiver. Business Rule: Elements 03.04.01 – 03.04.02 may be sent up to four (4) times to provide a listing of home and work		#N+N	AN	50	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Field Attributes			Field Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			phones, fax, e-mail or other contact number for <i>each</i> parent, guardian or caregiver.						
03.05		Parent's Name / Address Verification Date	The most recent date (month/year) that the parent's name and address have been verified in accordance with California Ed. Code for Title V, Section 432 (b1F). Business Rule: Use date format CCYYMMDD, e.g., 19850423. This element provides information similar to DE 01.07 and is needed only if one or more parents are not living with the student. Date of verification must be within current school or calendar year.		#N	DT	8	M	
03.06		Primary Parent / Guardian / Caretaker	The parent / guardian / caretaker record to be selected when data formats allow for only one record.	Y Yes. Record to be selected.	#N	ID	1	O	X

Section 4 - Health

Note: Data elements 04.01.01 – 04.04 are repeated as needed to provide a history of student immunizations. Data elements 04.06 – 04.08 may be repeated as needed to provide a history of student health screenings.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
04.01.01	IMM01 – 1253	Immunization Type	<p>The type of immunization.</p> <p>Business Rule: Elements 04.01.01 – 04.04 may be repeated as necessary to describe all student immunizations.</p> <p>Note: Relevant codes for this element are from the International Classification of Diseases (ICD 9th revision) and the Physician’s Current Procedural Terminology (CPT 4th edition). Sending this element electronically does not currently fulfill the legal requirement for providing this information on the “blue” immunization record form.</p>	<p>1 Polio (OPV or IPV)</p> <p>2 DTP / DtaP / DT / Td</p> <p>3 MMR (Measles / Mumps / Rubella)</p> <p>4 HIB Meningitis</p> <p>5 Hepatitis B</p> <p>6 Varicella (Chicken pox)</p> <p>7 TB</p> <p>9 Other (<i>specify in DE 04.01.02</i>)</p>	#N	ID	1	M	
04.01.02		Other Immunization Type	<p>Specifies any other immunization requirements as per Health and Safety Code sec. 120335 (B) (10).</p> <p>Business Rule: Use this element to clarify <i>Other</i> code checked in DE 04.01.01 above.</p>		#N	AN	40	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
04.02	IMMO3 – 1251	Date of Immunization	The date that the immunization was administered. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	M	
04.03	IMMO4 – 1254	Immunization Status	The status of an immunization conducted on a student.	10 First Inoculation 11 Second Inoculation 12 Third Inoculation 13 Fourth Inoculation 14 Fifth Inoculation 15 Sixth Inoculation 16 Seventh Inoculation 17 Eighth Inoculation 18 Ninth Inoculation 20 Medical Exemption 21 Personal Exemption 22 Religious Exemption 23 Had the Disease 24 Has Not Had the Disease	#N	ID	2	M	
04.04	IMM05 – 755	Immunization Record Source	The source document that was used to verify the immunization information.	10 County Record 20 Health Clinic Records 30 State School Immunization Records 40 Migrant Student Records 50 Physician’s Report 60 Out-of-state School Record 70 Mexican Immunization Record 80 Other Source	#N	ID	2	M	
04.05		CHDDPP Verification or Waiver	Child Health Developmental Disabilities Prevention Program verification or waiver.	1 Verification 2 Waiver		ID	1	M	
04.06	HS01 – 1252	Health Screening Type	The type of health screening conducted for a student.	100 Screening – Pulmonary TB - Skin test PPD-Mantoux 110 Screening – Pulmonary TB Skin test other	#N	ID	3	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			Business Rule: Elements 04.06 – 04.08 may be repeated as necessary to describe all student health screenings.	120 Screening – Pulmonary TB X-ray					
04.07	HS03 – 1251	Date of Health Screening	The date of the health screening. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	M	
04.08	HS04 – 641	Results of Health Screening	The results of the health screening.	100 Abnormal (<i>not in the expected range of findings</i>) 200 Normal 300 Other 999 Unreported	#N	ID	3	M	
04.09	HC01 – 1255	Health Condition or Disease	Any current serious disease or health condition had by the student which could impact the student’s school performance; or any serious disease or health condition of which the school should have knowledge in order to ensure the health and safety of the student or the school community. Business Rule: Relevant conditions or diseases for this element are described in the International Classification of Diseases (ICD 9 th revision).		#N	AN	80	M	

Section 5 - Enrollment History

Note: Data elements 05.01 – 05.09 may be repeated as needed to provide a complete enrollment and grade-level history. Elements 05.10.01 – 05.10.03 may be repeated as needed to show retention or double promotion history.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.01	SSE01 – 373	Enrollment Date	<p>The student’s first day of enrollment in a particular school for each school year, summer session or other session attended.</p> <p>Business Rule: Use date format CCYYMMDD, e.g., 19850423.</p> <p>Elements 05.01 – 05.07 may be repeated as necessary to provide complete information on student enrollments for each school year, summer session or other session attended (as required under Title 5, sections 432 and 438). These elements are also used to update a student’s enrollment history for each regular school year, intersession or summer session in the same school. For students who withdraw and re-enroll in a school one or more times during the school year, this element can be repeated as often as necessary, in combination with withdrawal date (DE 05.06), to record each entry and exit.</p>		#N	DT	8	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.02		School Session Type	The type of school year or session. Business Rule: This element must be used in conjunction with codes 101-103 under element 05.07 to indicate enrollment for each school year, summer session or other session attended.	1 Regular school year 2 Intersession 3 Summer session / supplemental session	#N	ID	1	M	X
05.03.01	N102 - 93	School of Enrollment – Name	Name of the school in which the student is enrolled if not a California public or private school. Business Rule: This element must be sent if the institution is not in California.		#N	AN	60	M	X
05.03.02	N103 – 66	Institution ID Type	The type of institution identification number being sent. Business Rule: In California, use the CDS number.	1 CDS Identification Number 2 SELPA Identification Number 3 California Private School Identification Number 4 Migrant Region Identification Number 5 Regional Occupation Center or Program (ROC/P) Identification Number 6 National Center for Education Statistics (NCES) Common Core of Data (CCD) Identification Number 7 American College Testing (ACT) Identification Number 8 ETS College Board Admissions Testing Program (ATP) Identification Number 9 California County Office of Education / CCSESA Service Region Identification Number A Federal Interagency Commission on Education (FICE) Identification Number	#N	ID	1	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.03.03	N104 – 67	School of Enrollment ID Number	In California, the County-District-School (CDS) ID number of the school (from the California Public School Directory) in which the student is enrolled, or other identifying number.		#N	AN	14	M	X
05.03.04	N401 – 19	School of Enrollment – City	City where the school of enrollment is located.		#N	AN	30	M	
05.03.05	N402 – 156	School of Enrollment – State	State in which the school of enrollment is located.	See Appendix A for a complete list of U.S., Canadian and Mexican state / province codes.	#N	ID	2	M	
05.03.06	IND01 – 26	School of Enrollment – Country	Country in which the school of enrollment is located.	See Appendix B for a complete list of country codes.	#N	ID	2	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.04	SST08 – 1131	Grade Level	<p>The grade level in which the student is enrolled.</p> <p>Business Rule: When a student’s grade level or track changes, a new enrollment history must be entered using applicable elements 05.01 – 05.07.</p> <p>For CBEDS reporting, CDE does not accept code UN for an “Ungraded” student but requires, instead, either code UE (Ungraded Elementary, K-8) or code US (Ungraded Secondary, 9-12).</p> <p>Also code US should be used for counting adults in Special Education.</p>	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded UE Ungraded Elementary (K-8) US Ungraded Secondary (9-12) AD Adults in K-12 programs CC Community College OP Other Postsecondary	#N	ID	2	O	X
05.05		Track ID	The students track during the time period being reported.		#N	AN	2		X
05.06	SSE02 – 373	Withdrawal Date	<p>The student’s last day of enrollment in a particular school or session.</p> <p>Business Rule: Use date format CCYYMMDD, e.g., 19850423. If this element is used, then must use element 05.07. Elements 05.08 – 05.09 may also be used as applicable.</p>		#N	DT	8	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.07	SSE03 – 641	Exit/Withdrawal Reason	Reason the student withdrew from school.	See Appendix D for a complete list of enrollment exit/withdrawal codes.	#N	ID	3		X
05.08		Receiver School	District or school that the student is expected to attend after leaving the current school. Business Rule: To be completed for students who are matriculating, or who are withdrawing to attend another public school in California. Use the C/D/S number for California public schools.		#N	AN	14	O	X
05.09		Dropout Indicator	- The student meets the California and U.S. Department of Education definition of a dropout according to criteria in the attached “Appendix to DE 05.09 Dropout Indicator” (see text at end of section 5).	1 Student is considered a dropout	#N	ID	1	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.10.01		Promotion or Retention Action	<p>The action taken or recommendation regarding the student's grade promotion or retention at the end of the school session.</p> <p>Business Rule: Elements 05.10.01 – 05.10.03 may be repeated up to 2 times to provide grade level retention information. Element 05.10.01 can be used to show why a student was retained or skipped a grade or to show current school's recommendation for student who is transferring to another school. Do not use elements 05.10.01 – 05.10.03 to indicate a student's regular promotion to the next grade.</p>	<p>1 Place in next grade after expected grade (skipped one grade)</p> <p>2 Place in transitional program (K-1)</p> <p>3 Retain in current grade</p> <p>4 Status pending completion of summer school (K-12)</p>	#N	ID	1	O	X
05.10.02		Promotion or Retention Date	<p>The date on which a student was retained or promoted to a new grade level.</p> <p>Business Rule: Use date format CCYYMMDD, e.g., 19850423.</p>		#N	DT	8	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.10.03	SST08 – 1131	Grade Level Assigned	The grade level to which the student was assigned.	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded UE Ungraded Elementary (K-8) US Ungraded Secondary (9-12) AD Adults in K-12 programs	#N	ID	2	O	X
05.11	SST01 – 641	High School Graduation Status	Graduation status or degree earned.	100 Did not graduate from high school 110 Standard high school diploma 120 Advanced or honors diploma 170 General Education Development (GED) certificate but no high school diploma 190 International diploma or certificate (such as International Baccalaureate) 210 California High School Proficiency Exam (CHSPE) certificate but no high school diploma 220 Graduated from high school with differential proficiency standards 230 Graduated from high school with regular proficiency standards		ID	3	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.12	SST03 – 1251	High School Graduation Date	Student's date of graduation. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8	M	X
05.14		Post-secondary Plans	(For California Partnership Academy only) The student's post-secondary plans after graduation.	1 4-year college 2 Community college 3 Military 4 ROC/P or vocational program 5 Work		ID	1		X
05.17		Number of Years of School Completed	(For Vocational Education – Performance-Based Accountability Program only) The number of years of formal schooling completed prior to entry into the work force preparation program.			NO	2		X
05.18		Student Enrollment Status	For students taking one or more classes in a school which is not their primary school of enrollment (students may have only one primary school of enrollment), an indicator that this is a secondary enrollment.	01 Secondary enrollment		ID	2	O	X
05.19		First Enrollment in a California School	The date on which the student was first enrolled in a school in California.			DT	8	O	X
05.20		First Enrollment in a U.S. School	The date on which the student first enrolled in a school in the United States or its territories.			DT	8	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.21		School mobility grade level	<p>The grade level from which the student has been continuously enrolled in the <i>school</i> that is reporting data to CSIS or transferring data to another LEA.</p> <p>NOTE: The student is not to have been removed from the school's enrollment for any reason since enrollment at the reported grade level.</p>	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded UE Ungraded Elementary (K-8) US Ungraded Secondary (9-12) AD Adults in K-12 programs		ID	2	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
05.22		District mobility grade level	<p>The grade level from which the student has been continuously enrolled in the <i>district</i> that is reporting data to CSIS or transferring data to another LEA.</p> <p>NOTE: The student is not to have been removed from the district's enrollment for any reason since enrollment at the reported grade level.</p>	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded UE Ungraded Elementary (K-8) US Ungraded Secondary (9-12) AD Adults in K-12 programs		ID	2	O	X

Appendix to DE 05.09 Dropout Indicator

1 Student is considered a dropout

Dropout Definition

The dropout definition is based on a *snapshot* count of students at the beginning of the school year. A Dropout:

1. Was enrolled in school time during the previous school year¹ and did **NOT** enroll on October 1 of the current school year;
or
2. Was **NOT** enrolled on October 1 of the previous school year but expected to be in membership (i.e., was **NOT** reported as a dropout the year before); **and**
3. Has **NOT** graduated from high school or completed state or district approved educational program, **and**
4. **Does NOT** meet any of the following exclusionary conditions:
 - i. Transfer to another public school district, private school, or state or district approved education program;
 - ii. Temporary school recognized absence due to suspension or illness, or
 - iii. Death.

When using the dropout definition, the following definitions also apply:

- A. **School year** is the 12-month period beginning on October 1, 2000 and ending September 30, 2001. **INCLUDE** the summer following the regular school year.
- B. **School completer** graduated from high school or completed some other education program that is approved by the state or local education agency.
- C. **State or district approved program** is formal recognition of completion from school authorities. **INCLUDE** special education programs, home-based instruction, and programs administered by a secondary education agency (but **NOT** adult or postsecondary education programs) leading to a GED-based diploma or some other certification differing from the regular diploma. Programs recognized as legitimate by the state are considered approved even if the public education system does not directly administer them; home schooling and charter schools are examples of such programs.
- D. **Transfer to another school or program** is confirmed by a method selected by the state or school district. A transcript request, withdrawal notice signed by a parent that includes assurances the student will be enrolled elsewhere, and the like are acceptable. States should **NOT** accept hearsay reports or unsubstantiated statements of intent from departing students.
- E. **Race/ethnicity** of student dropouts is reported using the current standards set by the Office of Management and Budget. The categories approved for the CCD through the 2000-2001 school year are American Indian/Alaska Native; Asian/Pacific Islander; Hispanic; Black, not Hispanic; White, not Hispanic. Definitions are included in the CCD Instructions Manual.

- F. **Gender** of student dropouts is reported as either male or female.
- G. **Grade classifications**, grades 7 through 12, are used to report student dropouts, **NOT** the student's age.
- H. **Ungraded student dropouts** are allocated to the grade most appropriate for their age.

1 Other Basic Guidelines

To determine if the student is a dropout on October 1 - A student who misses much of the previous school year but who is in membership on October 1 is not considered a dropout. A student not in membership on October 1, but who returns later in that school year is a dropout (for the previous year).

300 More Guidelines

1. **Summer Dropouts** are students who are not dropouts at the close of the previous school year (2000-2001) but who fail to enroll by October 1, 2001. Summer dropouts are reported as dropouts for the grade and school year for which they fail to report. For example, a student who completes the 10th grade in 2000-2001 but who is not re-enrolled on October 1, 2001 is reported as a 2001-2002 dropout for 11th grade.
2. Students who enroll in adult education programs are counted as dropouts **unless the elementary/secondary school system remains responsible for the student**. The guideline ensures that students who do not complete a program but for whom the district no longer takes responsibility are counted as dropouts.
 - i. This means that a student who enrolls in a school-operated program for high-risk students **is not a dropout**, even if the program is preparing the student to take the GED examination. Transfer to an alternative education setting, if it is part of the elementary/secondary education system, is not considered dropping out. Students enrolled in elementary/secondary education in prisons, hospitals, store front locations or other nontraditional locations are not dropouts if the program is part of the elementary/secondary system.
 - ii. A student who leaves an elementary/secondary school and enrolls in adult education **is a dropout**. The exception is when the public school system monitors the student's enrollment and reports the student as a dropout if the student drops out of the adult program. For example, a cooperative arrangement between a public school district and a local technical institute that provides GED preparation for students referred directly by the district. The district counts as dropouts the referred students who do not complete the GED study program. Students who drop out during the 2000-2001 school year but who have obtained a completion credential, such as a GED-based diploma or certificate of completion, on October 1, 2001 are **NOT** reported as dropouts.
3. An early college admissions student, one who transfers to a postsecondary program leading to a baccalaureate or associate's degree, is **NOT** a dropout.
4. Students who fail to meet some graduation requirements, and who leave school without a diploma or other credential, are dropouts even if they have completed the 12th grade.

5. Students who leave the United States are not considered to be dropouts even if the school district cannot document the student's subsequent enrollment in school.
6. Students who drop out during the 2000-2001 school year but are re-enrolled on October 1, 2001 are not reported as dropouts.
7. Students who drop out multiple times in a school year are reported only once for a single school year. However, students who drop out in more than one year are reported as dropouts for each year in which they are not in membership on October 1.
8. Report underage student dropouts leaving school when they are still too young to do so legally. Report data on the CCD if they drop out of grades 7 through 12. These students should be reported even if the state or district considers them truants rather than dropouts.

For more detailed information on how to determine which students should be counted as dropouts see: <http://www.cde.ca.gov/demographics/coord/dropout1.pdf>

Section 6 - Attendance

Note: Data elements 06.01 – 06.03.03 may be repeated as needed for state reporting to provide a complete student attendance record for each attendance month, track and category.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
06.01		Attendance Month	The attendance month for which data is being reported.		#N	AN	2		X
06.02		Track ID	The student's track during the time period being reported. Business Rule: Multiple tracks may be reported for each attendance month in element 06.01.		#N+N	AN	2		X
06.03.01		Attendance Category	The student's attendance funding category during the time period being reported. Business Rule: Elements 06.03.01 – 06.03.03 may be repeated for each track ID reported.	See Appendix E for a complete list of attendance category codes.	#N+N+N	ID	2		X
06.03.02		Actual Days of Attendance for Apportionment	The number of days a student was scheduled to attend for the minimum day and was in attendance for any part of the day in a particular attendance category during the time period being reported. Business Rule: Include up to two decimal places for partial days of attendance, e.g., 30.25.		#N+N+N	NO	6		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
06.03.03		Actual Hours of Attendance	<p>(For programs requiring the submission of hourly attendance)</p> <p>The number of hours a student was in attendance in a particular attendance category during the time period being reported.</p> <p>Business Rule: Include up to two decimal places for partial hours of attendance, e.g., 100.75.</p>		#N+N+N	R	6		X

Section 7 - Special Program Participation

Note: Data elements 07.01 – 07.10 may be repeated as needed to describe all special programs for which the student is eligible or participating. Data elements 07.11 – 07.12 may be repeated as needed to describe all instructional or support services and settings for *each* special program in which the student participates. Elements 07.13, 07.14.01 – 07.14.03 and 07.21 may be repeated as needed to indicate the level of instructional and support services provided to a student in the Special Education Infants Program.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.01	SP01 – 1257 and SPO3 – 1133	Special Program Type	Type of special program in which the student is participating or is eligible. Business Rule: Elements 07.01 – 07.11 may be repeated as necessary to provide information on all special programs in which a student is participating or has participated.	See Appendix F for a complete list of special program types in alphabetical order.	#N	ID	3	M	X
07.02		Referral Date	(Special Education Infants Program only) Date of referral to assess and determine eligibility for Special Education services.			DT	8	M	X
07.03	DTP03 – 1251	Program Eligibility Start Date	The student's first day eligible for the program. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	O	X
07.04	DTP03 – 1251	Program Eligibility End Date	The student's last day eligible for the program. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.05	DTP03 – 1251	Program Participation Start Date	The student's first day participating in the program. For Special Education, this is the date the student first entered Special Education Business Rule: Use date format CCYYMMDD, e.g., 19850423. If the student has not been continuously enrolled in Special Education, then enrollment records must be included that reflect the student's first enrollment in Special Education, as well as the most recent enrollment in the program.		#N	DT	8	M	X
07.06	DTP03 – 1251	Program Participation End Date	The student's last day of participation in the program. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	M	X
07.07	OPX03 – 641	Program Exit Reason	The student's reason for leaving the program.	Special Education: 200 Returned to regular education or no longer eligible for special education or successful completion of IFSP 201 Graduated with a regular high school diploma 202 Graduated from high school with differential proficiency standards or certificate of completion 203 Reached maximum age 204 Dropped out, includes attempts to contact unsuccessful 205 Expelled 206 Moved, and known to be continuing (transferred), includes transfers to another	#N	ID	3	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				program 207 Deceased 208 Parent withdrawal 209 Moved, and not known to be continuing 210 Received high school proficiency certificate through general educational development (GED) test ROC/P: 300 Completed the course (met the objectives of the ROC/P course and are no longer enrolled in the course. Course objectives necessary for completion may be designated by individual need) 301 Left without completing the course (terminated enrollment without meeting course objectives or employability)					
07.08		Outcome of Program Services/Participation	Student's status after participation in part or the entire program.	See Appendix G for a complete list of program service/participation outcome codes.	#N	ID	3		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.09		Student's Economically Disadvantaged Status	<p>Student is economically disadvantaged as defined by various special program and reporting criteria.</p> <p>Business Rule: Element may be repeated as necessary to identify student's status under different programs. For the following programs, a student is considered economically disadvantaged in one or more of the following ways:</p> <p>CalServe: a) receives, or is a member of a family which receives, cash welfare payments under a Federal, state, or local welfare program;</p> <p>b) household income is below the poverty level or less than 70% of the Lower Living Standard (i.e., JTPA eligible)</p> <p>c) receives food stamps pursuant to the Food Stamp Act of 1977 (7 U.S.C.A. 2011 et seq.)</p> <p>d) qualifies as a homeless individual under section 103 of the Stewart B. McKinney Homeless assistance Act (42 U.S.C.A. 11302)</p> <p>e) is a foster child on behalf of whom state or local government payments are made</p> <p>f) is an adult disabled individual whose own income meets the requirements of clause (a) or (b) above, regardless of whether his/her family meets such requirements</p>	<p>1 Yes</p> <p>2 No</p>	#N	ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			<p>Vocational Education/Carl Perkins Act: Individual (other than an individual with a handicap) who has an economic disadvantage and who requires special services and assistance in order to succeed in vocational education programs. This includes individuals who are members of economically disadvantaged families.</p> <p>ROC/P: Student identified as economically disadvantaged by application of recognized screening criteria as determined by the ROC/P.</p>						
07.10		Student's Educationally Disadvantaged Status	<p>Student lacks reading and writing skills lacks mathematics skills or performs below grade level.</p> <p>Business Rule: Element may be repeated as necessary to identify student's status under different programs. For the following programs, a student is considered educationally disadvantaged in one or more of the following ways: CalServe: Participant is eligible for remedial education or other education assistance program. Vocational Education/ Carl Perkins Funds: Individual (other than an individual with a handicap) who has an academic disadvantage and who requires special services and assistance in order to enable him/her to succeed in vocational educational programs. Includes</p>	<p>1 Yes 2 No</p>	#N	ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			individuals who are migrants, and individuals who are dropouts from or who are identified as potential dropouts from, secondary school. ROC/P: Academically disadvantaged by any of the following measures: a) lacks reading and writing skills b) lacks mathematical skills c) performs below grade level. d) enrolled in remedial program e) determined operationally by performance below grade level or student performance below grade level or standardized tests or student failure of a grade.						
07.11	OPS04 – 1132	Program or Instructional Setting	Student's primary placement or instructional setting for the program.	See Appendix H for a complete list of service/instructional setting codes.	#N	ID	3	M	X
07.11.01		Setting Start Date	The date the student was placed in this setting.		#N	DT	8	M	X
07.11.02		Setting End Date	The last date the student was in this setting.		#N	DT	8	M	X
07.12	SPO3 – 1133	Instructional or Support Service Received	The type(s) of instructional or support services provided to the student.	See Appendix I for a complete list of Instructional and Support Service Types by program area.	#N+N	ID	3	M	X
07.12.01		Service Start Date	The date the student began receiving this service.		#N+N	DT	8	M	X
07.12.02		Service End Date	The last date the student received this service.		#N+N	DT	8	M	X
07.13	OPS04 – 1132	Service Location	(For Special Education Infants Program only) Student's (infant's) placement or location setting for receiving service.	210 Program designed for children with developmental delay or disabilities 220 Program designed for typically developing children 420 Residential facility	#N+N	ID	3	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			Business Rule: For infant students, a location setting code may be sent with each service received.	430 Home 440 Hospital (inpatient) 520 Service provider's location 900 Any other location or setting					
07.14.01		Agency of Service	(For Special Education Infants Program only) Agency that provides the designated instruction or related service. Business Rule: Elements 07.14.01 – 07.14.04 may be repeated as needed to describe an agency's level of instructional or support services.	10 District of service/enrollment 11 County office of education 12 SELPA 13 Another district, county or SELPA 20 Regional Center 21 Alcohol and Drug programs 22 Child Development Funded program 23 Head Start 30 Department of Mental Health 31 California Children's Services 32 Department of Social Services 33 Department of Rehabilitation 34 Employment Development Dept. 40 Nonpublic agency under contract with SELPA or district 50 Other public program 60 Other private program	#N+N	ID	2	O	X
07.14.02		Frequency of Service	(For Special Education Infants Program only) Frequency of receiving the designated instruction or related service.	11 Daily, once a day 12 Daily, twice a day 13 Daily, three times a day 14 Daily, four times a day 15 Daily, five or more times a day 21 Weekly, once a week 22 Weekly, twice a week 23 Weekly, three times a week 24 Weekly, four times a week 25 Weekly, five or more times a week	#N+N	ID	2	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				31 Monthly, once a month 32 Monthly, twice a month 33 Monthly, three times a month 34 Monthly, four times a month 35 Monthly, five or more times a month 41 Yearly, once a year 42 Yearly, twice a year 43 Yearly, three times a year 44 Yearly, four times a year 45 Yearly, five or more times a year 46 Any other frequency or as needed					
07.14.03	OPS05 - C001	Time Units of Service Provided	(For Special Education Infants Program only) Unit of time that designated instruction or related service is provided. Business Rule: For <i>Special Education Infants Program</i> , time units of service are specified in “minutes per session. “ For <i>Child Care Program</i> , time units of service are specified in “hours per day.”	1 Minutes per session 2 Hours per day	#N+N	ID	1	O	X
07.14.04	OPS06 – 380	Duration of Service	(For Special Education Infants Program only) Amount of time service is provided.		#N+N	NO	2	O	X
07.15		SELPA of Service	(For Special Education only) Identification number of SELPA in which student is currently receiving services.			AN	4	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.16		School of Attendance	<p>(For Special Education only) The school where the student is enrolled or receives the majority of instructional services.</p> <p>Business Rule: Use school's CDS number from <i>California Public School Directory</i>. For most students, this will be a regular public school; but for many others, this may be a nonpublic, private, parochial or other type of school (see <i>California Public School Directory</i> or <i>California Private School Directory</i> for correct school code). For a county-operated program located in a public school, this will include the last 7-digits of the 14-digit public school code of the public school – not the 7-digit school code for all county-operated programs.</p>			AN	14	M	X
07.16.01		School of Attendance (Other)	<p>(For Special Education only) The school where the student is enrolled or receives the majority of instructional services but which does not have an official California state ID number.</p>			AN	14	M	X
07.16.02		District of Service	<p>(For Special Education only) District, county office or state-operated program site providing the majority of services to the student and/or receiving funds.</p> <p>Business Rule: For the district of service, all 14 digits of the CDS identification number must be sent. This</p>			AN	14	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			will be the first 7 digits of the CDS number followed by 7 zeros.						
14.06		Institution Type 1	(For Special Education only) Type of institution where the student attends for general education.	00 No school 10 Public day school 11 Public residential school 19 Other public school or facility 20 Continuation school 21 Education clinic 22 Alternative work education center 23 Work-study program 24 Independent Study 25 Alternative education 30 Juvenile court school 31 Community school 32 Correctional institution or incarcerated facility 40 Home school at parent's home 45 Hospital facility 50 Community college 51 Adult education program 60 Charter school 61 Head Start program 62 Child development or child care facility 63 State preschool 64 Private preschool 65 Extended day care 70 Nonpublic day school 71 Nonpublic residential school 75 Private day school (not certified by Special Education Division) 76 Private residential school (not certified by Special Education Division)		ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				80 Parochial school					
07.17		Transition Planning Meeting Date	(For Special Education Infants Program only) Date of the transition planning meeting.			DT	8	O	X
07.18.01	DTP03 – 1251	Last IEP Date	(For Special Education only) The date of the student's most recent Individualized Education Program (IEP) meeting. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8	M	X
07.18.02	DTP03 – 1251	Last IFSP Date	(For Special Education only) The date of the student's most recent Individual Family Service Plan (IFSP) meeting. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8	M	X
07.19	DTP03 – 1251	Date of Last Evaluation	(For Special Education only) Date of most recent assessment or re-evaluation. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.20	SP01 – 1257	Special Education Disability Category	Primary disability category of the student.	Special Education: 010 Mental Retardation (MR) 020 Hard of Hearing (HH) 030 Deaf (DEAF) 040 Speech or Language Impairment (SLI) 050 Visual Impairment (VI) 060 Emotional Disturbance (ED) 070 Orthopedic Impairment (OI) 080 Other Health Impairment (OHI) 081 Established Medical Disability 090 Specific Learning Disability (SLD) 100 Deaf-Blindness (DB) 110 Multiple Disabilities (MD) 120 Autism (AUT) 130 Traumatic Brain Injury (TBI) ROC/P: 050 Visually handicapped 030 Deaf person 070 Orthopedically handicapped		ID	3	M	X
07.21		Solely Low Incidence Disability	(For Special Education Infants Program only): Student has a solely low incidence disability.	Y Yes N No		ID	1	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.22		Percent of Time Outside Regular Classroom	<p>(For Special Education ages 6-22, grade K or higher) Percentage of time student is outside regular class for special education instruction or services.</p> <p>Business Rule: Do not include percent (%) sign in sending a percentage figure. Round any decimal off to the nearest whole number.</p> <p>Note: This element replaces the former "Percent of Time in General Education (Mainstream)" element for Special Education reporting beginning in year 2000-01.</p>			NO	3	M	X
07.23.01	NTE02 - 352	Individual Education Program Reference	<p>(For Special Education students only) The student's most recent Individualized Education Program (IEP).</p> <p>Business Rule: Provide only brief comment on contact person or location of full IEP text.</p>			AN	100	M	
07.23.02	NTE02 - 352	Individual Family Service Plan Reference	<p>(For Special Education students only) The student's most recent Individual Family Service Plan (IFSP).</p> <p>Business Rule: Provide only brief comment on contact person or location of full IFSP text.</p>			AN	100	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.26		English Language Mainstream Classroom Eligibility Status	The basis on which the student is eligible for placement in an English language mainstream classroom. Business Rule: This element is used only when code 302 English Language Mainstream Classroom is selected in element 07.11 (Service or Instructional Setting).	10 Student has met local district criteria for having achieved a “good working knowledge” (also defined as reasonable fluency) of English. He/she is to be placed in an English Language Mainstream classroom and provided with additional and appropriate services (EC 305; CCR T5 11301 and 11302). 20 Parent has requested that the student be moved into an English Language Mainstream Classroom, as permitted by CCR 11301(b).		ID	2	O	X
07.27		Number of Hours Attended	(For Vocational Education – Performance-Based Accountability Program only) The number of hours of instruction or training completed by the participant while enrolled in the work force preparation program.		#N	NO	3		X
07.28		Non-Traditional Training	(For Vocational Education – Performance-Based Accountability Program only) Student is receiving education or training to prepare for employment in an occupational area in which twenty-five (25) percent or fewer of the job holders are the same sex as the student.	1 Yes 2 No	#N	ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
07.29		Type of Authorization for Release of Information	A student's type of authorization for the release of information. Note: Field repeat #N for this element allows for additional information release authorizations for students participating in multiple special programs as may be needed in the future.	1 Vocational Education – Performance-Based Accountability Program (A PBA Privacy Notice and Consent Form has been signed by the student who is enrolled in a work force preparation program, authorizing the release of his or her social security number and other personal information for use in the Performance Based Accountability System (established pursuant to Unemployment Insurance Code Section 15037.1 as an education and job training report card program to assess the accomplishments of California's work force preparation system) as specified on the PBA Privacy Notice and Student Consent Form.)	#N	ID	1		X
07.30		Institution of Record	The school, district or county office of education that is fiscally responsible for the student (CDS #).		#N	AN	14	O	X

Section 8 - Assessment: Academic Summary

Note: Data elements 08.05.01 – 08.05.28 associated with each class or course may be repeated as needed to provide a complete academic history for the student including classes in which the student is currently enrolled.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.01	N102 - 93	Institution Name	Name of the institution in which the student's coursework was taken if not a California public or private school. Business Rule: Elements 08.01 – 08.13 may be repeated as necessary to provide a complete history of student coursework and schools in which the coursework was taken. Use this element to identify a public or private school not in California.		#N	AN	60	O	X
08.02	N103 – 66	Institution ID Type	The type of institution identification number being sent. Business Rule: In California, use the CDS number.	1 CDS Identification Number 2 SELPA Identification Number 3 California Private School Identification Number 4 Migrant Region Identification Number 5 Regional Occupation Center or Program (ROC/P) Identification Number 6 Common Core of Data (CCD) Identification Number 7 American College Testing (ACT) Identification Number 8 ETS College Board Admissions Testing Program (ATP) Identification Number 9 California County Office of Education / CCSESA Service Region Identification Number A Federal Interagency Commission on Education (FICE) Identification Number	#N	ID	1	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.03	N104 – 67	Institution ID Number	In California, County-District-School (CDS) ID number of the institution (from the California Public School Directory) in which the student's coursework was taken, or other institution identifying number.		#N	AN	14	M	X
08.04.00		Institution Address	Address of the institution where courses were taken.		#N	AN	55	O	
08.04.01	N401 – 19	Institution City	City where the school in which the coursework was taken.		#N	AN	30	O	
08.04.02	N402 – 156	Institution State	State in which the school in which the coursework was taken.	See Appendix A for a complete list of U.S., Canadian and Mexican state / province codes.	#N	ID	2	O	
08.04.03	IND01 – 26	Institution Country	Country of the school in which the coursework was taken.	See Appendix B for a complete list of country codes.	#N	ID	2	O	
08.05.01	CRS15 – 127 CSU02 - 127	Locally Assigned Course Number	A locally assigned number that specifies a course the student has taken or is currently enrolled in. Business Rule: Elements 08.05.01 – 08.05.26 may be repeated as necessary to identify all courses taken by a student.		#N+N	AN	10	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.02		Course Section / Class Number	<p>For secondary students, the number of the course section in which the student is currently enrolled. For elementary students, the number of the class to which a student is assigned.</p> <p>Business Rule: This element is only required for courses or classes for the current reporting date. Element must be sent with element 08.05.01.</p> <p>Note: This number will be used to derive aggregate information about student enrollment in courses or elementary classes. For elementary students, "class" means a group of pupils scheduled to report regularly at a particular time to a particular teacher.</p>		#N+N	AN	10	O	X
08.05.03	REF02 - 127	CBEDS Subject Area Assignment Code	Code number that indicates the subject area and course according to the CBEDS Assignment Codes.	See Appendix J for a complete list of CBEDS Subject Area Assignment codes.	#N+N	ID	4	M	X
08.05.04		Subtopic Area	<p>Code number that indicates the subtopic area of the course for a specified subject area.</p> <p>Note: This element is considered necessary to enable an LEA to translate standardized course code information back to their local SIS course format.</p>	CODES TO BE DEVELOPED	#N+N	ID	3	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.06	REF02 - 127	NCES Course Classification Code	Course code that indicates the course level and content according to the National Center for Education Statistics (NCES) Course Classification System. Note: This element is being considered to provide a more detailed and standardized format for describing course information.	Use NCES handbook "A Pilot Standard National Course Classification System for Secondary Education," U.S. Dept. of Education, Office of Educational Research and Improvement, NCES 95-480.	#N+N	AN	14	O	
08.05.07	CRS16 - 93	Course Title	The local school's title for the course.		#N+N	AN	40	M	
08.05.08	SES04 - 1139	Course Session Type	The type of academic session in which the course was given.	01 Full year 02 Semester 03 Trimester 04 Quarter 05 Quinmester 06 Mini-term 07 Summer session 08 Intersession (<i>year round schools</i>) 09 Long session (<i>longer than a semester or quarter or trimester but shorter than a full year</i>) 10 Block 11 Supplemental session (<i>after school, evenings, weekends, etc.</i>)	#N+N	ID	2	O	
08.05.09		Course Sequence - Term	A one-digit number indicating the term of the course in a multi-term sequence.	1 First term 2 Second term 3 Third term 4 Fourth term	#N+N	ID	1	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.10		Course Sequence – Year	A one-digit number indicating the year of the course in a multi-year sequence.	1 First year 2 Second year 3 Third year 4 Fourth year	#N+N	ID	1	O	
08.05.11		Date Student First Enrolled in Course Section	Student's first day of enrollment in course section. Business Rule: Use date format CCYYMMDD, e.g., 20010915.		#N+N	DT	8	M	X
08.05.12		Date Student Last Enrolled in Course Section	Student's last day of enrollment in course section. Business Rule: Use date format CCYYMMDD, e.g., 20010915.		#N+N	DT	8	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.13	CRS13 – 1131	Grade Level of Course (Lower Range)	Grade level (or lower range of grade level) at which the course is intended. Business Rule: This element may be repeated to indicate a grade-level range. To designate a single grade level, enter that grade level in both DE 08.05.13 and DE 08.05.13.01. To designate a grade range, enter the lower grade level in DE 08.05.13 and the upper grade level in DE 08.05.13.01.	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded UE Ungraded Elementary (K-8) US Ungraded Secondary (9-12) AD Adults in K-12 programs	#N+N	ID	2	O	
08.05.13.01	CRS13 – 1131	Grade Level of Course (Upper Range)	Grade level (or upper range of grade level) at which the course is intended.	See code table for DE 08.05.13.	#N+N	ID	2	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.14	SST01 – 1131	Grade Level of Student at Time of Course	The grade level of the student at the time of taking the course.	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded UE Ungraded Elementary (K-8) US Ungraded Secondary (9-12) AD Adults in K-12 programs	#N+N	ID	2	O	
08.05.15	CRS08 - 1142	Academic Course Level 1	(For Vocational Education only) This is a code indicating the level of work that is reflected in a course. Note: The codes for this element are used for state reporting only.	10 ESL: Beg. Literacy 11 ESL: Beg. Low 12 ESL: Beg. High 13 ESL: Int. Low 14 ESL: Int. High 15 ESL: Advanced 16 Basic Skills (ABE): Beg. Literacy 17 Basic Skills (ABE): Beginning 18 Basic Skills (ABE): Intermediate 19 Basic Skills (ABE): Advanced 20 Basic Skills (ABE): Adult Secondary 21 Basic Skills (ABE): Adv. Adult Secondary	#N+N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.16	CRS08 – 1142	Academic Course Level 2	<p>This is a code indicating the level of work that is reflected in a course.</p> <p>Note: The codes for this element are used for records transfer only.</p> <p>Business Rule: For official AP and IB course reporting, use specific Advanced Placement and International Baccalaureate course codes under element 08.05.03 (<i>CBEDS Subject Area Assignment Code</i>).</p> <p>Use Code 40 - <i>College level</i> if course is taken at or through postsecondary institution, but credit is given by high school towards graduation and/or college prep.</p>	<p>30 Advanced Placement (AP)</p> <p>31 Basic (Pre K - Grade 12)</p> <p>32 General (Pre K - Grade 12)</p> <p>33 Gifted and talented</p> <p>34 Other honors (non-UC certified)</p> <p>35 Remedial (Pre K - Grade 12)</p> <p>36 Special Education</p> <p>37 International Baccalaureate (IB) – higher level</p> <p>38 International Baccalaureate (IB) – subsidiary level</p> <p>39 UC certified honors</p> <p>40 College level</p>	#N+N	ID	2	M	
08.05.17		Course Type	<p>Type of course.</p> <p>Business Rule: CBEDS-PAIF codes 01 and 02 are to be used only if course in which student is enrolled contains curriculum delivered through distance learning with no teacher or by someone other than a K-12 public school teacher.</p>	<p>30 ROC/P</p> <p>31 Vocational Education: Sex Equity Non-traditional</p> <p>For records transfer to postsecondary institutions:</p> <p>32 Technical Prep</p> <p>33 Technical Prep and ROC/P</p>	#N+N	ID	2	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.18		UC/CSU Approved Course	Code (A-G, GA-GO) indicating that the course meets UC and CSU academic requirements for admission. Note: BEGINNING IN YEAR 2003, UC/CSU WILL BE ACCEPTING COLLEGE PREP ELECTIVE COURSES UNDER CODE "G" AND VISUAL & PERFORMING ARTS COURSES UNDER CODE "F."	A History / Social Science B English C Mathematics D Laboratory Science E Foreign Language F Visual and Performing Arts G College Preparatory Elective GA History/Social Science Elective GB English Elective GC Mathematics Elective GD Laboratory Science Elective GE Foreign Language Elective GF Visual and Performing Arts Elective GO Other Elective	#N+N	ID	2	O	X
08.05.19.01		Progress Report Date	Date of the progress report. Use date format CCYYMMDD, e.g., 19850423. Business Rule: Elements 08.05.19.01 – 08.05.19.04 must be sent as a group to provide complete information on courses in progress. This group of elements may be sent only when a student transfers before the end of a term or marking period.		#N+N	DT	8	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.19.02	CRS04 – 380	Progress Report Mark Type	<p>The grading scale used by an academic institution for an academic course.</p> <p>Business Rule: Codes for this element are found in lookup tables in Appendix L (Course Mark Types). Actual code values used are the specific “column” code numbers listed under <i>each</i> code table. For example, in table 11 - ABCD/F with Halfstep Grades, the following code values apply: #16, 17, 18 ... 24 (see table 11 in Appendix L for details).</p> <p>Note: Code values identifying types of course marks are from the SPEEDE/ExPRESS Transaction Set 130 Implementation Guide.</p>	See Appendix L for specific course mark types (tables and weighted values).	#N+N	ID	2	M	
08.05.19.03	MKS03 - 1258	Progress Report Mark	Progress mark (grade) earned by the student for a particular course (not final grade).		#N+N	AN	3	M	
08.05.19.04	NTE02 - 352	Progress Report Comment(s)	<p>Comment about the student’s progress in a particular course.</p> <p>Business Rule: For elementary school students, comments should be included that indicate the student’s reading level and current reading series. This element could also be used to refer to a location or source where more detailed text commentary is available.</p>		#N+N+N	AN	100	M	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.20.01	CRS04 – 1148	Course Mark Type	<p>The grading scale used by an academic institution for an academic course.</p> <p>Business Rule: Codes for this element are found in lookup tables in Appendix L (Course Mark Types). Actual code values used are the specific “column” code numbers listed under <i>each</i> code table. For example, in table 11 - ABCD/F with Halfstep Grades, the following code values apply: #16 -24 (see table 11 in Appendix L for details).</p> <p>Note: Code values identifying types of course marks are from the SPEEDE/ExPRESS Transaction Set 130 Implementation Guide.</p>	See Appendix L for specific course mark types (tables and weighted values).	#N+N	ID	2	M	X
08.05.20.02	CRS06 – 1258	Course Mark (Grade)	<p>The final mark (grade) earned by the student for a particular course.</p> <p>Business Rule: This element is <i>optional</i> for grades K-6, and <i>mandatory</i> for grades 7-12. For districts that designate grade 6 as middle school, the element is <i>optional</i>.</p>		#N+N	AN	3	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.21	CRS02 – 1141	Course Credit Type	The type of academic course credit used (awarded) by the school. Business Rule: In sending elements 08.05.21 – 08.05.23 for courses transferred from another institution, credits should be converted to the credit equivalency of the receiving institution.	01 Adult credits 02 Continuing education unit 03 Carnegie units 04 No credit 05 Quarter hour credit 06 Semester hour credit 07 Units 08 Vocational credits 09 Other type of credit 10 High school credit	#N+N	ID	2	M	X
08.05.22	CRS03 - 380	Credits Attempted	The number of credits the student attempted to earn for a particular course (used to calculate GPA). If the student passed the course, this will equal the number of credits earned for the course. Business Rule: The format for credits attempted is xx.xx, e.g., 05.00.		#N+N	R	5	M	X
08.05.23	CRS04 - 380	Credits Earned	The number of credits earned by the student for a particular course. Business Rule: The format for credits earned is xx.xx, e.g., 04.00.		#N+N	R	5	M	X
08.05.24	CRS17 – 380	Course Attendance	The total number of days a student was in attendance for a specific course.		#N+N	NO	3	O	
08.05.25	CRS18 – 380	Excused Absences for a Course	Total number of excused absences for a course.		#N+N	NO	3	O	
08.05.26	CRS19 – 380	Unexcused Absences for a Course	Total number of days of unexcused absence, including truancy, for a course.		#N+N	NO	3	O	
08.05.27		Tardies for a Course	Total number of days tardy for a term or course.		#N+N	NO	3	O	

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.05.28		Suspensions for a Course	Total number of days suspended for a course.		#N+N	NO	3	O	
08.06.01		GPA Type	(For California Partnership Academy students only) The type of GPA being sent. Business Rule: Elements 08.06.01 – 08.06.02 must be sent together. Elements 08.06.01 – 08.08 may be sent multiple times for different GPA calculations.	1 Cumulative 2 Term	#N	ID	1	O	X
08.06.02	SUM09 - 1144	Grade Point Average (GPA)	(For California Partnership Academy students only) The student's grade point average. Several different types of GPAs may be sent with the related class rankings. Business Rule: The format for GPA is x.xxx, e.g., 3.125 or 2.750.		#N	R	5	O	X
08.07		Grade Point Average (GPA) Course Type	The type of courses included in the GPA being sent.	1 Academic 9-12 (excluding P.E. and ROTC) 2 Academic 10-12 (excluding P.E. and ROTC) 3 Overall (including P.E. and ROTC)	#N	ID	1	O	X
08.08		Grade Point Average (GPA) Weighting Type	The type of weighting included in the GPA being sent.	1 Weighted 2 Unweighted	#N	ID	1	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.09	SUM11 - 1145	Class Rank	<p>(For records transfer to post-secondary institutions only)</p> <p>The student's numerical class rank where the highest rank is 1. The position where the student's grade-point average places him or her in comparison to the number of students in the completion group (class).</p> <p>Business Rule: If multiple GPAs are provided, the rank must be associated with a particular GPA.</p>		#N	NO	4	O	
08.10	SUM12 - 380	Class Size	The total number of students included in the student's class. Used to position the student's class ranking.		#N	NO	4	O	
08.11	SUM14 - 1251	Date of Class Ranking	<p>The date of the class ranking.</p> <p>Business Rule: Use date format CCYYMMDD, e.g. 19850423.</p>		#N	DT	8	O	
08.12		Vocation Education Sequence	The student has completed a Vocational Education sequence of courses.	<p>Y Yes</p> <p>N No</p>		ID	1		X
08.13		UC/CSU Course Requirements Met	Student has completed all courses required by UC/CSU and earned a grade C or better in each required course.	<p>Y Yes</p> <p>N No</p>		ID	1		X
08.14		College Prep Enrollment	<p>(For AVID Program only)</p> <p>Student is enrolled in a complete sequence of college preparatory courses.</p>	<p>Y Yes</p> <p>N No</p>		ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
08.15		College Entrance Requirements Status	(For AVID Program only) Status of student plans for meeting 4-year college entrance requirements.	1 Plan to take a sequence of courses meeting 4-year college entrance requirements <i>(based upon current transcript and four-year plan.)</i> 2 Do not plan to take a sequence of courses meeting 4-year college entrance requirements <i>(based upon current transcript and four-year plan.)</i> 3 Have completed a sequence of courses meeting 4-year college entrance requirements		ID	1		X
08.16		Postsecondary Application Status	(For AVID Program only) The student has applied for admission to a 4-year college or university.	Y Yes N No		ID	1		X
08.17		Postsecondary Acceptance Status	(For AVID Program only) Type of institution(s) to which the student has been accepted.	1 UC campus 2 CSU campus 3 4-year college or university (other than UC/CSU), including military academies 4 2-year college 5 Technical School or Military enlistment		ID	1		X
08.18		Postsecondary Enrollment Plans	(For AVID Program only) Type of institution to which the student was actually accepted and plans to attend.	1 UC campus 2 CSU campus 3 4-year college or university (other than UC/CSU), including military academies 4 2-year college 5 Technical School or Military enlistment		ID	1		X

Section 9 - Assessment: Testing

Note: Data elements in this section are repeated as needed to provide a complete testing history for a student. Information regarding standardized tests taken within the previous three years must be included in student record transfer. Data elements 09.01 – 09.15 may be repeated as needed to describe each test taken by the student. Elements 09.11.01 – 09.11.04 may be repeated as needed to describe each subtest given for a particular test.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.01	TST04 – 1251	Assessment Date	Date (year/month) on which an assessment test was administered. Business Rule: Use date format CCYYMM, e.g., 198504. Elements 09.01 – 09.16 may be repeated as necessary to describe each test given.		#N	DT	6	M	X
09.02.01	TST01 – 1155	Assessment/Test Type Code	Code to indicate the test or assessment administered. Business Rule: Sending American College Testing, Scholastic Aptitude Test I & II information is <i>optional</i> insofar as state law allows schools and districts to send this information. In most cases, the student requests the College Board to send this information.	See Appendix M for a complete list of Assessment/Test Type codes.	#N	ID	3	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.02.02	TST02 - 93	Assessment Type/Test Name	Name of the test or assessment administered. Business Rule: Use this element only if an Assessment Type / Test Code in DE 09.02.01 is not available. Also use this element to specify the name of a test that's coded "329" (Other Special Education language test) or "999" (Other test) as indicated in element 09.02.01 above.		#N	AN	60	O	X
09.03	TST05 - 127	Test Form	The form or edition of the test.		#N	AN	2	M	X
09.04	TST06 - 127	Test Level	The level of the test.		#N	AN	2	M	X
09.05	TST05 -- 127	Test Version	The version of the test, e.g., 9 (for SAT 9).		#N	AN	2	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.06	TST07 - 1131	Test Grade Level	The typical grade at which the test is given.	IN Infant PS Preschool (Pre-Kindergarten) KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade UN Ungraded AD Adult VE Vocational School	#N	ID	2	M	X
09.07	TST09 - 1251	Test Norm Year	The year the test was normed. Business Rule: Use date format CCYY, e.g., 1992.		#N	DT	4	M	X
09.08	TST10 - 1156	Test Norm Type	The type of norming used for the test.	10 National Probability Sample 11 Annual User Norms 12 State Norms 13 Regional Norms 14 Private School Norms 15 Catholic School Norms 16 Urban Norms 17 High Socio- Economic Status Norms 18 Low Socio Economic Status Norms 19 Equated National Norms	#N	ID	2	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.09	TST11 - 1157	Norming Period	The time of year of norming the test.	1 Fall 2 Midyear 3 Spring 4 Interpolated for time of testing	#N	ID	1	M	X
09.10.01	TST12 - 819	Test Language	The language of test administration.	See Appendix C for a complete list of language codes.	#N	ID	2	M	X
09.10.02		Other Test Language	Specifies any other language used for test administration. Business Rule: Use to clarify <i>Other Non-English Language</i> code checked in 09.10.01 above.		#N	AN	20	M	X
09.11.01	SBT01 - 1158	Subtest Code (Subject area)	Code to indicate the subtest administered. Business Rule: Elements 09.11.01 – 09.11.02 may be repeated as necessary to describe all subtests given for each test.	See Appendix N for complete list of subtest codes.	#N+N	ID	3	M	X
09.11.02	SBT02 - 93	Subtest Name (Subject area)	Name of the subtest administered. Business Rule: Use this element to clarify <i>999 Other Subtest</i> code checked under DE 09.11.01 above.		#N+N	AN	60	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.11.03	SRE02 - 352	Test Score	<p>The student's score on a particular test or subtest.</p> <p>Business Rule: If no subtest is given, then test score and exclusion information applies only to the overall test.</p> <p>Note: Repeat field allows for multiple scores and score types for elements 09.11.03 – 09.11.04.</p>		#N+N+N	AN	6	M	X
09.11.04	SRE01 - 1160	Score Type	The type of score on the test.	<p>10 Adjective Classification or Locally Defined</p> <p>11 Equated Score (<i>pre-test and post-test were different</i>)</p> <p>12 Grade Equivalent or Grade Level Indicator</p> <p>13 Locally Defined</p> <p>14 Mastery Score</p> <p>15 Normal Curve Equivalent</p> <p>16 Percent of Items Correct</p> <p>17 Percentile</p> <p>18 Raw Score</p> <p>19 Scaled score</p> <p>20 Stanine</p> <p>21 Standard</p> <p>22 Pass/Fail</p> <p>23 Pass/Not Pass</p>	#N+N+N	ID	2	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.12		Test Exclusion Reason	Reason for excluding the student from testing. Business Rule: Elements 09.12 – 09.15 may be repeated as necessary to describe special test conditions or exclusions. This element must be completed for students exempted from the <i>STAR Test</i> and <i>Physical Fitness Assessment Test</i> . Codes 1-5 and 20-22 may also be used generally for applicable test exclusion reasons.	Physical Education: 01 Student was absent on test day and all make-up sessions (<i>for all tasks</i>) 02 Student was not tested due to parent’s written request 03 State Board of Education granted a waiver 04 Student was not tested based on their IEP (<i>or special needs</i>) 05 Student was not tested for other extraordinary circumstances 06 Medical excuse Special Education or STAR Testing: 20 IEP exemption(s) 21 Parent exemption(s) 22 No exemption(s)	#N	ID	2	O	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
09.13	SBT03 - 1159	Testing Problem or Accommodation	Unusual testing condition that affects the interpretation of a student's test score. Includes test accommodations, test adaptations, and out-of-level testing.	STAR Testing: 10 Braille Test 11 Large Print Test 12 Out-of-Level Testing 13 No Modification Used 14 Flexible Scheduling 15 Flexible Setting 16 Revised Test Format 17 Revised Test Directions 18 Use of Aids and/or Aides to Interpret Test Items Other: 19 Special Circumstances (something unusual occurred during testing that may have affected how the student performed) 20 Nonstandard Administration Procedure (Braille) 21 Experience Only 22 Diagnostic Only 23 Experience and Diagnostic 24 Reader or Signer 25 Large Type Booklet, write or mark on booklet or separate paper, untimed 26 Large Type Booklet, type on typewriter, braillewriter, or computer, untimed 27 Large Type Booklet, scribe marks responses, untimed 28 Untimed 29 One and a half times the normal time, no break 30 One and a half times the normal time, one break only 31 Self-determined review of audio/videotape 33 Special Furniture 34 Use of scripts for videotape scenarios only 35 Foreign language dictionary and standard timing 36 Special Lighting	#N	ID	2	O	X

				37 Head Mouse 38 Adjustable table height 39 Enlarged Keyboard 40 Adjustable swivel arm Track ball 41 Separate room 42 Amanuensis or Recorder 43 Sign Language Interpreter 44 Extra time 45 Multi-day					
09.14		Test Completion Status	(For Special Education and AVID programs only) The extent to which the student participated in testing.	1 Participated in full 2 Participated in part 3 Did not participate	#N	ID	1	O	X
09.15		Alternative Assessment	The student participated in an alternative assessment to the SAT9 STAR testing requirement.	Y Yes N No	#N	ID	1	O	X
09.16		Incomplete Test / Assessment Reason	(For Physical Fitness Assessment only) The reason the student did not complete a test or subtest.	1 Special needs (or IEP) 2 Absent on test day 3 Parent's written request 5 Waiver granted by the State Board of Education 6 Extraordinary circumstances 7 Medical excuse	#N	ID	1	O	X
09.17		Pre-ID Group Name	Used for sorting purposes in the Pre-ID process. This data element is school-defined if used.		#N	AN	20	O	X
09.18		Pre-ID Group Code	Used in conjunction with 'Pre-ID Group Name' for sorting purposes in the Pre-ID process.		#N	AN	10	O	X
09.19		Pre-ID LEA Defined Field 1	A locally-defined field provided for district use in the Pre-ID process.		#N	AN	10	O	X
09.20		Pre-ID Type	The format of the Pre-Identification service which the districts are requesting.	1 Pre-ID Documents. (Scannable barcode printed directly on the answer document) 2 Pre-ID Labels. (Scannable barcode printed on an adhesive label)		ID	1	O	X

09.21		ASAM 90-Day Enrollment	(For Pre-ID only) Student enrolled in ASAM (Alternative Schools Accountability Model) school less than 90 days prior to Testing.	Y Yes	#N	ID	1	O	X
09.22		Pre-ID Multiple Choice Wave	The multiple choice testing wave in which a student is designated to participate.	01 1 st Wave 02 2 nd Wave 03 3 rd Wave 04 4 th Wave 05 5 th Wave 06 6 th Wave 07 7 th Wave	#N	ID	2	0	X
09.23		Pre-ID Writing Wave	For students taking grade 4 and 7 tests, the writing wave in which the student is designated to participate.	01 1 st Wave 02 2 nd Wave	#N	ID	2	0	X
09.24		Pre-ID Option	Method of sending Pre-ID data files, all at once or by wave.	1 One file 2 Files by wave		ID	1	0	X
09.25		Pre-ID LEA Defined Field 2	A locally-defined field provided for district use in the Pre-ID process.		#N	AN	36	0	X
09.26		Pre-ID LEA Defined Field 3	A locally-defined field provided for district use in the Pre-ID process.		#N	AN	79	0	X
09.27		Pre-ID Optional Parent Data Flag	Element used to indicate whether or not the LEA intends for SRRTS to pass on Pre-ID optional parent/guardian mailing data to the Pre-ID test vendor.	Y LEA will send optional report data N LEA will not send optional report data		ID	1	O	X
09.28		Test Program ID	(For Pre-ID only) Test(s) for which Pre-ID test forms or labels are requested.	1 STAR 3 SABE/2 5 CAHSEE 7 CELDT 9 Physical Fitness Test		ID	1	O	X
09.29		Pre-ID Expected Test Date	Date on which student is expected to take an assessment test(s). Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	O	X

09.30		Pre-ID SABE Test Level	The level of the SABE test that will be given.	02 Grade 2 03 Grade 3 04 Grade 4 05 Grades 5 & 6 06 Grades 7-11	#N	ID	2	O	X
09.31		CELDT Test Purpose	(For Pre-ID only) The reason the student is taking the CELDT Test.	1 Initial Identification 2 Annual Assessment	#N	ID	1	O	X

Section 10 - Co-curricular Activities and Awards

Note: Data elements 10.01 – 10.04 may be repeated as needed to provide a complete history of activities and/or awards for the student.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
10.01	ATV01 - 1270	Activity or Award Indicator	A student activity or award. Business Rule: Elements 10.01 – 10.07 are repeated as necessary to provide a history of student activities and awards.	1 Activity 2 Award	#N	ID	1	O	X
10.02	ATV02 - 1271	Activity or Award Type	The type of student activity or award.	See Appendix O for a complete list of student activity and award types.	#N	ID	3	O	X
10.03	ATV03 - 790	Name of Activity or Award	The name of the activity or award.		#N	AN	40	O	
10.04	DTP03 - 1251	Date of Award	The date that the award was given. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	O	
10.05		Activity Beginning Date	The date that the activity began.		#N	DT	8	O	X
10.06		Activity Ending Date	The date that the activity ended.		#N	DT	8	O	X
10.07		Number of Hours of Activity	The total number of hours that the student participated in the activity.		#N	NO	3	O	

Section 11 - Discipline

Note: Discipline elements 11.01 – 11.06 are needed for records transfer to ensure that teachers are notified of students who have engaged in or are reasonably suspected to have engaged in acts which are grounds for suspension or expulsion (in accordance with CA Education Code 49070). Discipline elements 11.02 – 11.09 are needed for state reporting. All data elements in this section are repeated as needed to provide a complete disciplinary history on a student.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
11.01		Date of Incident	The date on which the student engaged or was reasonably suspected to have engaged in an act that is grounds for suspension or expulsion (with the exception of the possession or use of tobacco). Business Rule: Use date format CCYYMMDD, e.g., 19850423. For records transfer, report only incidents within the last 3 years. Elements 11.01 – 11.11 may be repeated as necessary.		#N	DT	8	M	
11.02	SSE01 - 373	Discipline Start Date	(Special Education students only) Date of disciplinary action. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	M	X
11.03		Discipline Type	(For Special Education only) Type of disciplinary action.	1 Suspension 2 Expulsion ordered 3 Expulsion ordered and subsequently suspended 4 Expulsion recommended	#N	ID	1	M	X
11.04		Discipline Days	(For Special Education only) Number of days the disciplinary action is effective.		#N	NO	3	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
11.05		Reason for Discipline	The reason for the disciplinary action. Business Rule: For Special Education students, send primary discipline code first, and secondary and tertiary discipline reasons 2 nd and 3 rd respectively. Element 11.05 may be repeated as necessary to indicate multiple disciplinary reasons (infractions) for which a single action is taken, as described in DE 11.06 (Discipline Status).	See Appendix P for a complete list of discipline codes.	#N+N	ID	2	M	X
11.06		Discipline Status	(For Special Education only) The status of the student as a result of the disciplinary action. Business Rule: This element must accompany element 11.05.	10 Sent home without instructional support 11 Sent home with instructional support 12 Continuation class / school 13 Opportunity class / school 14 Community day school 15 Adult education program 16 Independent study 17 Juvenile court school 18 County court school 19 Other county program 20 Placed in another district 21 Charter school 22 Graduated 23 Left district or moved 24 Dropped out or placement unknown 25 Other alternative education setting	#N	ID	2	M	X
11.07	SSE02 - 373	Expulsion End Date	Last day of expulsion. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
11.08		Shortened Expulsion Term	Expulsion term shortened in accordance with EC Section 48916 and 14601 (b)(1).	Y Yes N No	#N	ID	1		X
11.09		Educational Referrals	Type of educational placement made during and/or following the period a student was expelled.	10 Elementary school in the same district 11 Junior high middle or intermediate school in the same district 12 High school in the same district 13 Continuation class or school in the same district 14 Opportunity class or school in the same district 15 District community day school in the same district 16 Adult education in the same district 17 County court / community school 18 Outplacement in other district 19 Graduated 20 Left district / moved 21 Dropped out / placement unknown 22 Other	#N	ID	2		X
11.10	SST04 – 641	Eligibility to Return	The student’s current eligibility to return to the institution. For students in good standing this data element would not be sent.	10 Student is eligible to continue or return or both 11 Student is expelled (from Pre-K through 12) 12 Student is on suspension or dismissal 13 Unreported – information is not available in the record	#N	ID	2	O	
11.11	SST06 - 1251	Date Eligible to Return	Date the student is eligible to return to school. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8	O	

STAFF DATA

Elements and codes for state reporting and records transfer.

Section 12 - Staff: Identification

Note: Data elements in this section will be transmitted to the CSIS central data repository but will not be available to the California Department of Education or any other education agency or group for the purpose of collecting or analyzing information about school personnel.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
12.01		Locally Assigned Staff ID	Locally assigned ID number for each staff person. Business Rule: Local ID must be district-level not school-level ID. LEA must send local staff ID (12.01) for state reporting. Staff Name (12.02-12.04) may also be sent as an option in addition to the Local Staff ID. If using SSN as the local ID, do not include dashes or spaces in the number.			AN	10		X
12.02		Staff Name – First	(Optional) Staff person's first name.			AN	20		X
12.03		Staff Name – Middle	(Optional) Staff person's middle name.			AN	20		X
12.04		Staff Name – Surname	(Optional) Staff person's surname.			AN	50		X

Section 13 - Staff: General

Note: Data elements 13.09.01 – 13.09.03 may be repeated as needed to provide a complete list of teaching and non-teaching assignments plus staff time spent on each. Data element 13.11 may be repeated as needed to provide a complete list of credentials and 13.10 may be repeated as needed to provide a complete list of authorized teaching areas for staff.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
13.01		Staff Birth Year	Staff person's year of birth. Business Rule: Use date format CCYY, e.g., 1966.			DT	4		X
13.02		Full Time / Part Time Status (%)	Staff's percentage of full time status (may be over 100%). Business Rule: For CBEDS reporting, the percentage may be over 100% only for persons in full-time teaching assignments in regular instructional programs.			NO	3		X
13.03		Job Classification	Staff job type. Business Rule: Element may be repeated only for <i>certificated</i> staff.	CBEDS Certificated (K-12): 10 Administrator 11 Pupil service 12 Teacher CBEDS Certificated (Adult Ed.): 15 Administrator 16 Pupil service 17 Teacher CBEDS Classified (K-12): 19 Clerical 23 Paraprofessional (<i>teaching assistants, teacher aides, pupil service aides, and library aides</i>) 24 Other Classified staff (<i>non-certificated staff</i>)	#N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				<p><i>such as custodians, food service staff, bus drivers, noon-duty supervisors, etc. Does not include non-certificated administrators as defined by code #25)</i></p> <p>25 Non-certificated administrator (<i>assistant or deputy superintendent or higher if the district governing board has waived certification requirements</i>)</p> <p>CBEDS Other:</p> <p>30 Teacher in training</p> <p>31 Classified (Adult Ed.)</p> <p>Title VI:</p> <p>40 Administrator</p> <p>41 Teacher</p> <p>42 Teacher aide</p> <p>43 Non-clerical support services</p> <p>44 Clerical</p> <p>45 Other</p> <p>Migrant Education:</p> <p>50 Administrator</p> <p>51 Teacher</p> <p>52 Teacher aide</p> <p>53 Clerical</p> <p>54 Recruiter</p> <p>55 Records transfer</p> <p>56 Counselor</p> <p>57 Linker advocate</p> <p>58 Support services</p> <p>59 Other</p>					

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
13.04		Staff Providing Instructional Services to English Learners	State authorized teachers, teachers in training and paraprofessionals (aides) providing instructional services to English Learner students. Business Rule: This element must be completed for all teachers, teachers in training or bilingual paraprofessionals who teach or provide services to English Learner students in any of the following settings: Structured English Immersion, Alternative Course of Study, and English Language Mainstream Classroom.	1 Teacher 2 Teacher in training 3 Bilingual paraprofessional		ID	1		X
13.05		Staff Education Level	Highest educational level of staff member.	1 Doctorate 2 Master's degree plus 30 or more semester hours 3 Master's degree 4 Bachelor's degree plus 30 or more semester hours 5 Bachelor's degree 6 Less than bachelor's degree		ID	1		X
13.06		Year Degree Earned	School year during which the degree was earned or GED requirements were met. Business Rule: Use date format CCYY, e.g., 1985.			DT	4		X
13.07		Gender of Staff	Gender of staff.	F Female M Male		ID	1		X
13.08		Staff Race/Ethnicity	The racial or ethnic background of the staff member. Business Rule: For staff with multi-ethnic	100 American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who	#N	ID	3		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			backgrounds, a local SIS must be able to send as many codes for this element as are reported. One of the race/ethnicity codes sent must be identified as the primary one. Sub-codes 201-299 and 301-399 must be used for both CBEDS-PAIF and Special Education CASEMIS reporting. Do not use codes 200 and 300 for CBEDS-PAIF and CASEMIS reporting.	maintains tribal affiliation or community attachment. 200 Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. 201 Chinese 202 Japanese 203 Korean 204 Vietnamese 205 Asian Indian 206 Laotian 207 Cambodian 299 Other Asian 300 Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. 301 Hawaiian 302 Guamanian 303 Samoan 304 Tahitian 399 Other Pacific Islander 400 Filipino. A person having origins in any of the original peoples of the Philippine Islands. 500 Hispanic or Latino. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. 600 Black or African American (not Hispanic). A person having origins in any of the black racial groups of Africa. 700 White (not Hispanic) A person having					

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				origins in any of the original peoples of Europe, the Middle East, or North Africa.					
13.09.01		Staff Assignment(s)	Teaching and non-teaching assignments for each staff member (from CBEDS Teacher Assignment Code List). Business Rule: Elements 13.09.01 – 13.09.03 may be repeated as necessary to describe multiple assignments for each staff person.	See Appendix Q for a complete list of CBEDS staff assignment codes.	#N	ID	4		X
13.09.02		Percentage of Time Per Assignment Full-Time Equivalent (FTE)	Percentage of time (FTE) spent on each teaching and non-teaching assignment. Business Rule: Percentage time should be the FTE% for each assignment, so that when all current assignments for a person are added together the total will indicate the person's overall FTE status. Specify percentage time for each staff assignment indicated in element 13.09.01. Whole percentages are usually sent for this element, e.g., 100, 80, 25, etc. Decimal percentages may also be sent for this element if greater precision is needed, e.g., 20.75, 20.125.		#N	R	6		X
13.09.03	LUI02 - 67	Language of Instruction	Language of instruction provided to English Learner students receiving "Primary Language Instruction".	See Appendix C for a complete list of language codes.	#N	ID	2		X
13.10		Authorized Teaching Areas	Teacher authorized teaching areas. Business Rule: Elements 13.10 – 13.12 may be repeated as necessary to identify	See Appendix R for a complete list of authorized teaching codes.	#N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			multiple authorized teaching areas. Each authorized teaching area in DE 13.10 must be associated with a credential type in DE 13.11, i.e., the credential type is repeated with each new occurrence of an authorized teaching area.						
13.11		Credential Type	The type of teaching credential held. Business Rule: Codes 5 and 6 are used only if needed for current assignment.	CBEDS PAIF Credential: 1 Full Credential 2 University Internship 3 District Internship 4 Pre-intern 5 Emergency Permit (<i>in current assignment</i>) 6 Waiver (<i>in current assignment</i>)	#N	ID	1		X
13.12		Date Credential / Certification Earned	Date Credential/Certification earned. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N	DT	8		X
13.13		Staff Hire Date	The staff person's most recent hire date in the current district. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8		X
13.16		Staff Exit Date	For a staff person no longer employed in the district, his/her last day of employment. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8		X
13.17		Staff Position Status	Staff position status.	1 Tenured		ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
				2 Probationary 3 Long term substitute or temporary employee 4 Other					
13.18		Teacher Funds	Source of funds used for teacher. Business Rule: Element is used only if it applies to teacher funding.	1 Migrant Education Funding (<i>ESEA Title I, Part C</i>) 2 Carl Perkins Vocational and Applied Technology Education	#N	ID	1		X
13.19		Type of Instruction to English Learners	The type of instructional services provided to English Learners. These services must be provided by a qualified teacher (either certified or in training for the type of services provided).	1 Primary Language Instruction (<i>a teacher who is providing Primary Language Instruction and who is also providing ELD and/or SDAIE should be counted in this category</i>) 2 English Language Development (ELD) only 3 Specially Designed Academic Instruction in English (SDAIE) only 4 Both ELD and SDAIE (<i>and not providing any primary language instruction</i>)	#N	ID	1		X
13.20		Total Years of Educational Service	Total years of professional educational service in a teaching or certificated position, including the current year. Business Rule: Include service in current district, other states, and countries. Do not include substitute teaching. Any number of days of teaching in the current year is to be counted as 1 year.			NO	2		X
13.21		Total Years in This District	Total years in the current district as a contracted professional in a teaching or certificated position, including the current year. Business Rule: Any number of days of teaching in the current year is to be			NO	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans.	State Report
			counted as 1 year.						

INSTITUTION DATA

Elements and codes for state reporting and records transfer.

Section 14 - Institution: General

Note: Data elements 14.12.01 - 14.12.03 may be repeated as needed to provide a complete listing of an institution's high school graduation requirements. Data elements 14.19.01 – 14.19.02 may be repeated as needed to provide a listing of estimated new hires per subject area. Elements 14.20 – 14.22.05 may be repeated to indicate the type of school session, calendar(s) and track/attendance information.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.01	N102 - 93	Name of Institution	The name of the reporting institution.			AN	60	M	X
14.02	N103 – 66	Institution ID Type	The type of institution identification number being sent. Business Rule: In California, use the CDS number. Elements 14.02 – 14.03 may be repeated as necessary to provide all ID numbers for an institution.	1 CDS Identification Number 2 SELPA Identification Number 3 California Private School Identification Number 4 Migrant Region Identification Number 5 Regional Occupation Center or Program (ROC/P) Identification Number 6 Common Core of Data (CCD) Identification Number 7 American College Testing (ACT) Identification Number 8 ETS College Board Admissions Testing Program (ATP) Identification Number 9 California County Office of Education / CCSESA Service Region Identification Number A Federal Interagency Commission on Education (FICE) Identification Number	#N	ID	1	M	X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.03	N104 - 67	Institution ID	Identification number by which the institution is known.		#N	AN	20	M	X
14.04.01	N301 - 166	Institution Address	The address of the sending institution.			AN	55		X
14.04.02	N401 - 19	Institution City	The city of the sending institution.			AN	30		X
14.04.03	N402 - 156	Institution State	The state of the sending institution.	See Appendix A for a complete list of U.S. codes.		ID	2		X
14.04.04	N403 - 116	Institution Zip Code	The zip code of the sending institution.			AN	9		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.05.01	PER03 - 365	Communication Number Type	The type of communication number being sent for the institution. Business Rule: Elements 14.05.01 - 14.05.02 may be sent up to four (4) times to provide a listing of phone, fax, e-mail or other contact for the institution.	10 Alternate telephone 11 Answering service 12 Beeper number 13 Cellular phone 14 Electronic mail 15 Telephone extension 16 Facsimile (fax) 17 Home facsimile (fax) number 18 Home phone number 19 Night telephone 20 Other residential fax number 21 Other residential phone number 22 Appointment phone 23 Personal cellular 24 Personal phone 25 Telephone 26 Telex 27 Telemail 28 Teletex number 29 Voice mail 30 Work cellular 31 Work facsimile (fax) number 32 Work phone number	4	ID	2		X
14.05.02	PER06 - 364	Institution's Communication Number	The telephone, fax or e-mail number to be used to contact the institution.		4	AN	50		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.07		Institution Type 2	(For CalServe Program only) Type of institution that has primary responsibility for administering program.	1 Local Education Agency (LEA) 2 State Education Agency (SEA) 3 State Commission on National Service 5 Indian Tribe / Tribal Government / U.S. Territory 6 Community-based or Non-profit Institution 7 Other (<i>specify</i>)		ID	1		X
14.08		Other Institution Type	(For CalServe Program only) Specifies any other type of institution that has primary responsibility for administering program. Business Rule: Use this element to clarify "7 Other" code checked in element 14.07.			AN	50		X
14.09.01		Lowest Grade Level Served	The lowest grade level served by the institution.	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade AD Adults in K-12 programs		ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.09.02		Highest Grade Level Served	The highest grade level served by the institution.	IN Infant PS Preschool KN Kindergarten 01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08 Eighth Grade 09 Ninth Grade 10 Tenth Grade 11 Eleventh grade 12 Twelfth Grade AD Adults in K-12 programs		ID	2		X
14.10		Legal Status of Agency	The legal status of the institution.	1 Cooperative 2 County Office of Education 3 District 4 Public School 5 Private School		ID	1		X
14.11		Congressional District Number	(For CalServe Program only) The Congressional District in which this institution is located.			AN	2		X
14.12.01		High School Graduation Requirements Year	School year of the high school graduating class. Business Rule: Use date format CCYY, e.g., 2002. For state reporting, report data in elements 14.12.01 - 14.12.03 at the <i>district level</i> only.		#N	DT	4		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.12.02		High School Graduation Requirements (Subject Areas)	<p>The district's high school graduation subject area requirements.</p> <p>Business Rule: Elements 14.12.02 – 14.12.03 may be repeated as necessary. For each subject area specified, indicate the number of units required for graduation in data element 14.12.03.</p> <p>Codes 30-33 are a subset of code 16-Mathematics and code 34 is a subset of code 18-science.</p>	<p>CBEDS Subject Areas:</p> <p>10 English 11 Visual and Performing Arts 12 Foreign language 13 Foreign language or Visual and Performing Arts 14 Health 15 History – Social Science 16 Mathematics 17 Physical Education 18 Science 19 Electives 20 Community Service 21 Other requirements</p> <p>CBEDS Math and Science Subject Areas:</p> <p>30 Algebra I or Integrated Mathematics I (college preparatory) 31 Geometry or Integrated Mathematics II (college preparatory) 32 Algebra II or Integrated Mathematics III (college preparatory) 33 Probability and Statistics or Data Analysis 34 Laboratory Science Required for Graduation</p>	#N+N	ID	2		X
14.12.03		High School Graduation Requirements (Units)	<p>The district's high school graduation requirements in units for each subject area indicated in element 14.12.02.</p> <p>Business Rule: Allow for one decimal place to indicate tenths of a unit. For example, if 4 years and 42 units of English are required for graduation, the number of units in a one-year course would be 10.5.</p>		#N+N	R	5		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.13		Service Learning / Community Service Policy	Areas in which the district provides opportunities such that all students will participate in one of the following (see codes):	1 Service learning 2 Community service 3 Both		ID	1		X
14.14		One Year Course Units	The number of units to which a one-year course is equivalent in the district. Business Rule: Allow for one decimal place to indicate tenths of a unit. For example, the number of units in a one-year course can be expressed as 05.0, 10.5, etc.			R	4	O	X
14.15		Computers for Instruction	The number of computers in the school that are used for instructional-related purposes. Business Rule: For state reporting, report data in elements 14.15 - 14.18 at the <i>school level</i> only.			NO	5		X
14.16		Instructional Computers with CD ROM	The number of computers in the school that are used for instructional-related purposes and have a CD-ROM. Business Rule: If none, enter '0'; if don't know, leave blank.			NO	5		X
14.17		Classrooms with Internet access	The number of classrooms in the school that have access to the Internet.			NO	3		X
14.18		Classrooms Connected to a WAN	Of the classrooms with access to the Internet the number of school classrooms connected to a wide area network (WAN). Business Rule: If none, enter '0'; if don't know, leave blank.			NO	3		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.19.01		Estimated New Hires (Subject Area)	Subject areas for which there will be new hires in the coming year. Business Rule: Elements 14.19.01 – 14.19.02 may be repeated as necessary. For each subject area specified indicate the number of estimated new hires in data element 14.19.02. For state reporting, report data in elements 14.19.01 - 14.19.02 at the <i>district level</i> only.	10 Agriculture 11 Art 12 English and/or Drama 13 Business 14 Foreign Language 15 Home Economics 16 Life Science 17 Mathematics 18 Music 19 Physical Education / Health / Dance 20 Physical Science 21 Reading 22 Social Science / Studies 23 Trades and Industrial Arts 24 Special Education 25 Bilingual Education 26 Self-contained classes 27 Other specializations	#N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.19.02		Estimated New Hires (Number)	<p>Estimated number of new hires in the coming year for each subject area indicated in element 14.19.01 above.</p> <p>Business Rule: Report the projected or estimated number of teachers to be hired in the next school year to fill new positions or vacated positions. A vacated position occurs if a teacher is expected to retire, resign, transfer, or begin a leave of absence. Do not include teachers expected to remain with the district in a new specialization.</p> <p>Report information about classroom teaching positions and specialist positions, including those funded by local, state, or federal monies. Do not include administrative, guidance, media, library, health service, or non-certificated positions in 'other specializations.'</p> <p>Allow for one decimal place to indicate tenths of a unit, e.g., xxxx.x.</p>		#N	R	6		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.20	SES04 - 1139	Session Type	The type of academic session on which the school operates.	01 Full year 02 Semester 03 Trimester 04 Quarter 05 Quinmester 06 Mini-term 07 Summer session 08 Intersession (<i>year round schools</i>) 09 Long session (<i>greater than a semester or quarter or trimester but less than a full year</i>) 10 Block 11 Supplemental session (<i>after school, evenings, weekends, etc.</i>)		ID	2		X
14.21		School Calendar Type	Type of calendar(s) on which the school operates. Business Rule: Send only <i>one</i> code for state reporting. If any part of the school is year around, send a single track or a multitrack code for state reporting (see CBEDS glossary).	10 Multitrack Concept 6 11 Multitrack Modified Concept 6 12 Multitrack 45/15 13 Multitrack 60/15 14 Multitrack 60/20 15 Multitrack 90/30 16 Multitrack Custom Calendar 17 Single Track 45/15 18 Single Track 60/15 19 Single Track 60/20 20 Single Track 90/30 21 Single Track Concept 6 22 Single Track Custom Calendar 23 Single Track Modified Concept 6 24 Traditional 25 Traditional and Multitrack Concept 6 26 Traditional and Multitrack Modified Concept 6 27 Traditional and Multitrack 45/15		ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
				28 Traditional and Multitrack 60/15 29 Traditional and Multitrack 60/20 30 Traditional and Multitrack 90/30 31 Traditional and Multitrack Custom Calendar 32 Traditional and Single Track 45/15 33 Traditional and Single Track 60/15 34 Traditional and Single Track 60/20 35 Traditional and Single Track 90/30 36 Traditional and Single Track Concept 6 37 Traditional and Single Track Custom Calendar 38 Traditional and Single Track Modified Concept 6					
14.22.01		Track ID	The track ID during the time period being reported. Business Rule: For state reporting, report data in elements 14.22.01 - 14.22.05 at the <i>school level</i> only.		#N	AN	2		X
14.22.02		Attendance Month	The attendance month for which data is being reported., Business Rule: Identify attendance months as 1 through 12.		#N+N	NO	2		X
14.22.03		Attendance Begin Date	The first day of the attendance month. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N+N	DT	8		X
14.22.04		Attendance End Date	The last day of the attendance month. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N+N	DT	8		X
14.22.05		Number of Instructional Days	The number of instructional days per attendance month per track.		#N+N	NO	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.24		Basic Aid Choice Status	The Basic Aid Choice status of the district.	1 Basic Aid Choice Districts (E.C. 48209.11) 2 Basic Aid Court-Ordered Voluntary Pupil Transfer Program districts (E.C. 42247.4)		ID	1		X
14.25		Class Size Reduction Participation	Class size reduction options in which a school participates. Business Rule: Element may be repeated as necessary. Note: Code values will be expanded as needed to accommodate changes in reporting requirements.	10 Kindergarten option 1 11 Kindergarten option 2 12 Grade 1 option 1 13 Grade 1 option 2 14 Grade 2 option 1 15 Grade 2 option 2 16 Grade 3 option 1 17 Grade 3 option 2 18 Grade 9 19 Grade 10	#N	ID	2		X
14.26		Class Enrollment Calculation Type	(For schools participating in Class Size Reduction only) The method used in calculating class enrollments.	1 Daily 2 Monthly		ID	1		X
14.27		Health Center Type	(For CBEDS-SIF only) The type of health center operated by a school.	1 School-based Health Center (SBHC) 2 School-linked Health Center (SLHC) 3 Both		ID	1		X
14.28		Children Not Enrolled in Public School	Number of children, ages five through seventeen, known to be residing in the school attendance area but not enrolled in public school, e.g., private school enrollees, dropouts, etc.			NO	7		X
14.30.01		CalWORKS Participation	Number of students reported by a district on the CalWORKS October listing as receiving CalWORKS funds.			NO	6		X
14.30.02		CalWORKS Children in School Attendance Area	Number of children in school attendance area whose families are participating in CalWORKS.			NO	7		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
14.31		WASC Accreditation	School is currently accredited by the Western Association of Schools and Colleges (WASC).	Y Yes N No		ID	1	O	

Section 15 – Institution: Schedule of Classes

Note: Data elements 15.02 and 15.08 may be repeated as needed to provide complete information on courses offered at an institution. Data elements 15.03 – 15.07 and 15.09 – 15.10 may be repeated as needed to provide complete information on the sections offered for each course.

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
15.02		Local Course Identification Number	The locally assigned identification number for a course or class.		#N	AN	10		X
15.03		Course Section Number	The section number of the course or class. Business Rule: Section number is specified for current year only.		#N+N	AN	10		X
15.04		Course Section Start Date	The first day that a course section or class is in session. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N+N	DT	8		X
15.05		Course Section End Date	The last day that a course section or class is in session. Business Rule: Use date format CCYYMMDD, e.g., 19850423.		#N+N	DT	8		X
15.06		Course Section Beginning Time	(Agriculture classes only) The beginning time of the course section or class. Business Rule: Use 24-hour time format. For example, 10 AM = 1000, 1:30 PM = 1330. Use “9999” if starting time varies per day.		#N+N	AN	4		X
15.07		Class Period	A designation for a unique period of time during which a particular group of classes		#N+N	AN	10		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
			<p>meets.</p> <p>Business Rule: The Class Period data element is used, along with Class Room, to identify a unique setting in which a group of students is instructed by one or more teachers. This is the classic definition of a "class." Any naming or numbering scheme is allowable, but it must be done in such a way that the Class Period (DE 15.07) and Class Room (DE 15.11), taken together, define a unique class of students who are being instructed as a group for determining class size.</p> <p>In the case of block scheduling, or when classes meet on alternate days, the period designations are expected to be different on the days when a different set of classes meets. For example, if there is one group of 3 classes that meets on Monday, and a different group of 3 classes that meets on Tuesday, then the periods for the Monday classes could be numbered 1-3, and the periods for the Tuesday classes numbered 4-6. Another possibility would be for the Monday periods to be numbered 1A, 2A, and 3A, and the Tuesday periods to be numbered 1B, 2B, and 3B.</p> <p>If a class meets during two or more of the defined periods (e.g., if a class meets during periods 1 and 2), report only the first period during which the class meets.</p>						

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
15.08		UC/CSU Approved Course	Code (A-G, GA-GO) indicating that the course meets UC and CSU academic requirements for admission.	A History / Social Science B English C Mathematics D Laboratory Science E Foreign Language F Visual and Performing Arts G College Preparatory Elective GA History/Social Science Elective GB English Elective GC Mathematics Elective GD Laboratory Science Elective GE Foreign Language Elective GF Visual and Performing Arts Elective GO Other Elective	#N	ID	2		X
15.09		Course Section Program	The program in which the course section is offered. Business Rule: This element must be used to identify ROC/P courses.	143 ROC/P	#N+N	ID	3		X
15.10	CRS08 - 1142	Academic Course Level	(For AVID Program only) This is a code indicating the level of work that is reflected in a course or course section. Business Rule: Use Code 40 - College level if course is taken at or through postsecondary institution, but credit is given by high school towards graduation and/or college prep.	30 Advanced Placement (AP) 31 Basic (Pre K - Grade 12) 32 General (Pre K - Grade 12) 33 Gifted and talented 34 Other honors (non-UC certified) 35 Remedial (Pre K - Grade 12) 36 Special Education 37 International Baccalaureate (IB) – higher level 38 International Baccalaureate (IB) – subsidiary level 39 UC certified honors 40 College level	#N+N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
15.11		Class Room	<p>The physical location that describes where the class meets with the teacher. This number needs to describe a unique location at the school.</p> <p>Business Rule: The Class Room data element is used, along with Class Period, to identify a unique setting in which a group of students is instructed by one or more teachers. This is the classic definition of a "class." Any naming or numbering scheme is allowable, but it must be done in such a way that the Class Period (15.07) and Class Room (15.11), taken together, define a unique class of students who are being instructed as a group, for determining class size.</p> <p>If more than one class meets during the same time period in the same room (e.g., multiple classes in the "gym"), the room designation is expected to be subdivided (e.g., "gym A, gym B", etc.) to allow for clear identification of separate classes within the room.</p>		#N+N	AN	10	O	X
15.12		Multiple Teacher Status	<p>For classes that are taught by more than one teacher, the type of teaching structure for the class.</p> <p>Business Rule: A blank or null will be interpreted as <i>Traditional: one teacher providing instruction to a class during the entire class session.</i></p>	<p>01 Team teaching: Two or more teachers providing instruction to the class during the entire class session.</p> <p>02 Job sharing: Two or more teachers providing instruction to the class on an alternating basis, and not at the same time.</p>	#N	ID	2		X

Section 16 - Institution: Programs

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
16.01		Program Type	<p>The types or names of programs offered by an institution.</p> <p>Business Rule: Element may be repeated as necessary.</p> <p>If <i>CalServe</i> code is checked, must also complete elements 16.02 and 16.12.01 – 16.18.</p> <p>If <i>National School Lunch Program</i> code is checked, must also complete elements 16.19.01 – 16.19.02.</p> <p>If <i>Vocational Education</i> code is checked, must complete elements 16.08, 16.20.01 – 16.20.02.</p> <p>If <i>Migrant Education</i> code is checked, must also complete elements 16.05.01, 16.08.</p>	See Appendix F for a complete list of special program types in alphabetical order.	#N	ID	3		X
16.02		Program Operation Calendar	<p>(For CalServe Program only)</p> <p>Period of the year that the program operates.</p>	<p>1 During the summer</p> <p>2 During some portion of the academic year (<i>e.g., quarters, semesters, trimesters</i>)</p> <p>3 During the entire academic year</p> <p>4 During the entire calendar year</p>	#N	ID	1		X
16.03		Program Start Date	<p>First day of program operation for the current period.</p> <p>Business Rule: Use date format CCYYMMDD, <i>e.g.</i>, 19850423.</p>		#N	DT	8		X
16.04		Program End Date	Last day of program operation for the		#N	DT	8		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
			current period. Business Rule: Use date format CCYYMMDD, e.g., 19850423.						
16.05.01		Program Options	Program service options or instructional strategies. Note: Elements 16.05.01 – 16.05.02 may be repeated as necessary for each program indicated.	GATE: 10 Special day classes 11 Part-time grouping 12 Pullout program 13 Before-after school or Saturday classes 14 Cluster grouping 15 Enrichment in regular classroom 16 Acceleration 17 Independent study 18 Mentorships 19 Mixed age grouping 20 Advanced placement 21 Honors classes 22 Postsecondary education opportunity 23 International baccalaureate 24 Other (<i>specify in DE 16.05.02</i>) Migrant Education: 30 After school 31 Before school 32 Saturday 33 Other extended time instructional strategies Other: 40 Classroom modification – accessible workstations 41 Curriculum modification – alternative teaching strategies 42 Instructional aids and devices – amplification systems	#N+N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
				43 Other Supplementary services – assessment 44 Postsecondary study 45 Recruitment – 8 th grade orientation 46 Supportive personnel – tutors					
16.05.02		Other Program Option	Specifies other program options or instructional strategies. Business Rule: Use this element to clarify 24 - Other (specify) code checked in 16.05.01.		#N+N	AN	30		X
16.06	SP04 – 1134	Program or Service Funding Source	Federal, state, local funding source for the program, program option, or service.	1 Federal 2 State 3 Local 4 Private 5 Combination	#N+N	ID	1		X
16.07		Grant Identification Number	The Grant ID number assigned to a particular program.		#N	AN	20		X
16.08		Instructional and Support Services Offered	(For Migrant and Voc. Ed. programs only) Types of instructional and support services offered by the program. Business Rule: Elements 16.08 – 16.09 may be repeated as necessary.	See Appendix S for a complete list of instructional and support service codes.	#N+N	ID	3		X
16.09		Other Instructional and Support Services	Specifies other instructional and support services. Business Rule: Use this element to clarify Other (specify) codes (399, 499, 599, 699, 799) checked in DE 16.08.		#N+N	AN	30		X
16.10		School / Site Count	The number of approved sites operating a		#N	NO	3		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
			particular program. Business Rule: For state reporting, report data in this element at the district level.						
16.11		Number of Service Days Provided	Total number of days that service was provided for any students.		#N+N	NO	3		X
16.12.01		Community Service Beneficiaries – Type	<p>(For CalServe Program only) For programs in which students provide community service, the primary types of beneficiaries of those services.</p> <p>Business Rule: Element may be repeated as necessary to identify CalServe program service beneficiaries.</p>	<p>01 Pre-school children 02 K-12 students 03 College students 04 Young adults (ages 17-24) 05 Senior citizens 06 General public 07 Educationally disadvantaged 08 Economically disadvantaged 09 Mentally disabled persons 10 Physically challenged persons 11 Homeless 12 Low-income housing residents 13 Unemployed 14 “At-risk” youth 15 Immigrant refugees 16 Migrant workers 17 Patients/Residents in hospitals, nursing homes, hospices, other long-term care facilities 18 Substance-dependent individuals 19 Outdoor recreationalists 20 Environmentalists / conservationists 21 Families / parents 22 Business community 23 Veterans 24 Other service beneficiaries (<i>specify in DE</i>)</p>	#N+N	ID	2		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
				16.12.02)					
16.12.02		Other Community Service Beneficiaries	(For CalServe Program only) Other student community service beneficiaries. Business Rule: Element specifies <i>Other service beneficiaries</i> checked in element 16.12.01.		#N+N	AN	5		X
16.13		Community Service Recipients – Total Number	(For CalServe Program only) Projected total number of student community service recipients.		#N	NO	6		X
16.14.01		Community Service Type	(For CalServe Program only) Type(s) of community service(s) provided by students. Business Rule: Elements 16.14.01 – 16.14.03 may be repeated as necessary to describe all student community services provided.	See Appendix T for a complete list of community service codes.	#N+N	ID	2		X
16.14.02		Other Community Service Type	(For CalServe Program only) Specifies other community service type. Business Rule: Use this element to clarify <i>Other (specify)</i> codes checked in 16.14.01.		#N+N	AN	50		X
16.14.03		Area of Service Percentage	(For CalServe Program only) The percentage of service offered in each service area. Business Rule: Use this element for each service area indicated in 16.14.01 or 16.14.02. All service areas percentages		#N+N	NO	3		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
			indicated should add to 100.						
16.15		Program Instructional Setting	(For CalServe Program only) Instructional setting of the program.	100 Mixed 101 Primarily rural setting 102 Primarily suburban setting 103 Primarily urban setting	#N	ID	3		X
16.16.01		Program Context	(For CalServe Program only) The context in which the program operates.	1 District wide 2 School wide 3 Grade wide 4 Multiple grades (not school wide) 5 Single class 6 One content area within a single grade (e.g., 9 th grade history) 7 One content area within several grades (e.g., 7 th and 8 th grade health) 8 Other (describe briefly in DE 16.16.02)	#N	ID	1		X
16.16.02		Other Program Context	(For CalServe Program only) Other contexts in which the program operates. Business Rule: Identifies other program contexts for <i>Other</i> code checked in element 16.16.01.		#N	AN	50		X
16.17		Non-participant Volunteers	(For CalServe Program only) The number of non-participant volunteers in the program.		#N	NO	3		X
16.18		Service Partners	(For CalServe Program only) Type of sponsoring organizations. Business Rule: Element may be repeated as necessary to list each sponsor of the CalServe Program.	1 For-profit organization 2 Community-based organization Non-profit 3 Federal Government 4 State Government 5 Local Government 6 Educational Institution/organization	#N+N	ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
				7 Foundation 8 Religious organizations 9 Other					
16.19.01		Meals Served – Type	(For National School Lunch Program only) The type of meals served by the program. Business Rule: Elements 16.19.01 – 16.19.02 may be repeated for each type of program.	1 Free 2 Reduced Price	2	ID	1		X
16.19.02		Meals Served - Number	(For National School Lunch Program only) Number of meals served for each meal type. Note: Use this element for each meal type indicated in 16.19.01.		2	NO	6		X
16.20.01		Program, Services and Activities Achievements	(For Vocational Education Program only) Achievements of institutional programs, services and activities. Business Rule: Elements 16.20.01 – 16.20.02 may be repeated as necessary.	1 New programs have been added (<i>indicate number added</i>) 2 New sites have been added (<i>indicate number added</i>) 3 Individuals in correctional institutions have been served (<i>indicate number served</i>) 4 Funds have been used to eliminate sex bias 5 Special populations students have been assisted so they can enter vocational education programs and fulfill Individuals with Disabilities Education Act (IDEA) program transition requirements. (<i>Special populations means “individuals with handicaps, educationally and economically disadvantaged individuals (including foster children), individuals with limited English proficiency, individuals who</i>	#N+N	ID	1		X

Element Number	SP/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
				<p><i>participate in programs designed to eliminate sex bias and individuals in correctional institutions.)</i></p> <p>6 Assessment has been done on the special needs of students with respect to their enrollment in the vocational program in the most integrated setting possible</p> <p>7 Guidance and counseling has been provided by counselors trained in special services and who have facilitated the transition from school to post-school employment and career opportunities</p>					
16.20.02		Number of Programs, Sites and Individuals Added	<p>(For Vocational Education Program only)</p> <p>The number of programs and sites added or individuals served.</p> <p>Business Rule: This element must be used when using achievement codes 1, 2 and/or 3 in element 16.20.01.</p>		#N+N	NO	3		X
16.21		Tutoring Hours Available	<p>(For AVID Program only)</p> <p>Number of AVID tutoring hours available to students per week. The sum of hours provided by all tutors during regular school days during a typical week (e.g., Tutor A works 6 hours; Tutor B works 12 hours: Total = 18 hours).</p>			NO	3		X

TRANSACTION DATA

Elements and codes for SRRTS internal control purposes.

Section 17 - Data Transaction Summary

Note: The elements in this section are used mainly for CSIS SRRTS internal control purposes. Therefore, these elements do not need to be included in a local student information system.

Element Number	Sp/Ex Number	Element Name	Element Definition	Code Table Value / Definition	Element Attributes			Element Usage	
					Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
17.01	BGN03 - 373	Submission Date	Date on which the data is reported or submitted. Business Rule: Use date format CCYYMMDD, e.g., 19850423.			DT	8		X
17.02		Fiscal Year	Fiscal year. Business Rule: Use date range format YYYY, e.g., 9900 (for 1999 – 2000).			DT	4		X
17.03		School Year	Current school year. Business Rule: Use date range format YYYY, e.g., 0102 (for 2001 – 2002).			DT	4		X
17.04.01	PER02 - 93	Contact Person	Person who can be contacted if there are questions about the data submittal. Business Rule: Use elements 17.04.01 – 17.04.02 to identify a person certifying data for a particular program and/or for the data submission as a whole. These elements			AN	60	O	X

Element Number	Sp/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
			may be repeated as necessary.						
17.04.02		Contact Person's Title	Title of the contact person.			AN	20	O	X
17.04.03	PER03 – 365	Communication Number Type	The type of communication number being sent for the contact person. Business Rule: Elements 17.04.03 – 17.04.04 may be sent multiple times to provide a listing of phones, fax, e-mail or other contact numbers.	10 Alternate telephone 11 Answering service 12 Beeper number 13 Cellular phone 14 Electronic mail 15 Telephone extension 16 Facsimile (fax) 17 Home facsimile (fax) number 18 Home phone number 19 Night telephone 20 Other residential fax number 21 Other residential phone number 22 Appointment phone 23 Personal cellular 24 Personal phone 25 Telephone 26 Telex 27 Telemail 28 Teletex number 29 Voice mail 30 Work cellular 31 Work facsimile (fax) number 32 Work phone number	#N+N	ID	2	O	X
17.04.04	PER04 – 364	Contact Communication Number	The telephone, fax or e-mail number to be used to reach the contact person.		#N+N	AN	50	O	X
17.04.05		Contact Area of Responsibility	The contact person's area of data responsibility.			AN	30	O	X

Element Number	Sp/Ex Number	Element Name	Element Definition	Code Table	Element Attributes			Element Usage	
				Value / Definition	Field Repeat	Field Type	Max. Field Length	Record Trans	State Report
17.05	BGN01 - 353	Report Submission Type	Type of data submission.	11 Adjustment 12 Change 13 New 14 Revised 15 Original		ID	2		X
17.06	NTE01 - 363	Note Regarding Data Collection	Brief comment about the data submission or records transfer, including reason for submission; or reference to contact person or document location for more information..			AN	80	O	X
17.07		Transmission Reason	Reason for which the data is being submitted.	BI Batch request for identifier assignment ID Individual request for identifier assignment TI K12 Records Transfer of an Individual Student Record TC K12 Records Transfer of an entire Matriculating Class TP Post Secondary Records Transfer EU Enrollment Update FS Fall submission WS Winter submission SS Spring submission YE Year end SA School Accountability (for non-CSIS LEAs) P1 Attendance Period 1 P2 Attendance Period 2 P3 Attendance Period 3		ID	2	O	X

DRAFT for State Board of Education Approval

California School Information Services

Data Dictionary Code Tables

**For FY 2004-2005
State Reporting and Records Transfer**

Version 5.0

July 9, 2003

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Revision History

Name	Date	Reason For Changes	Version
Steve Mills	07/09/03	Draft version submitted for State Board of Education approval	5.0
Steve Mills	04/21/03	Corrected typos in Appendix R to reflect code changes already approved by SBE for Data Dictionary Version 3.1.1.	4.1.1
Dionne Gordon	12/12/02	Data Dictionary Code Tables have been approved; word DRAFT and SBE references have been removed.	4.1
Steve Mills	10/29/02	Revised draft version based on approved change requests.	4.1
Dionne Gordon	09/12/02	Removed the word DRAFT from the document.	4.0
Steve Mills	09/12/02	Corrected minor typographical errors, as detailed in errata below. Did not renumber the document since it was a draft pending approval by the State Board of Education.	4.0
Dionne Gordon		Initiated Revision History.	4.0

Summary of Code Table Changes from Version 4.1.1 to 5.0

Code Table	Original Code(s)	Change
Appendix A: States and Provinces	None	Changed line under appendix heading, "For use, see data elements..." to include element 05.03.05.
Appendix C: Languages	51 Kurdish	Modified code 51 as follows: 51 Kurdish (Kurdi, Kurmanji)
Appendix F: Special Programs	None	Deleted reference to element 15.09 in the line under appendix heading, "For use, see data elements..."
Appendix H: Program or Instructional Settings	None	Deleted sub-heading "State Operated Program / SELPA Instructional Settings" and the following codes: 400 General education program or regular class setting 410 Designated Instruction and Services (DIS) 420 Resource Specialist Program (RSP) 430 Special Day Classes and Centers – in Public Integrated Facility 431 Special Day Classes and Centers - in Public Separate Facility 440 Nonpublic, nonsectarian school (NPS) – day school 441 Nonpublic, nonsectarian school (NPS) – residential school in California 442 Nonpublic, nonsectarian school (NPS) – residential school outside California 461 Telecommunication 462 Home 463 Hospital (excluding state hospital) 471 Public residential school/facility, includes state special school 473 Correctional facility 475 State hospital 476 Developmental Center 480 Other instructional setting
Appendix J: CBEDS Subject Area Assignment Codes	None	Changed line under appendix heading from "For use, see data elements 08.05.03, 15.01" to read "For use, see data element 08.05.03".

Code Table	Original Code(s)	Change
Appendix M: Assessment / Test Types	None	Added the following new code: 140 CA High School Proficiency Exam (CHSPE)
Appendix M: Assessment / Test Types	None	Added the following new code: 141 California Alternate Performance Assessment (CAPA)
Appendix N: Subtests	None	Added the following new code: 231 Speaking
Appendix N: Subtests	None	Deleted the following code: 481 Total Mathematics
Appendix O: Activity or Award Types	499 Other	Added the following new code: 137 Snowboarding Modified the following code definition: 499 Other <i>Journalism, Broadcasting or Yearbook.</i>

Appendix A – States and Provinces

For use, see data elements: 01.06.10, 02.05.02, 03.03.10, 05.03.05, 08.04.02, 14.04.03

U.S. States / Territories:

AL Alabama
AK Alaska
AZ Arizona
AR Arkansas
CA California
CZ Canal Zone
CO Colorado
CT Connecticut
DE Delaware
DC District of Columbia
FL Florida
GA Georgia
GU Guam
HI Hawaii
ID Idaho
IL Illinois
IN Indiana
IA Iowa
KS Kansas
KY Kentucky
LA Louisiana
ME Maine
MD Maryland
MA Massachusetts
MI Michigan
MN Minnesota
MS Mississippi
MO Missouri
MT Montana
NE Nebraska
NV Nevada
NH New Hampshire
NJ New Jersey
NM New Mexico
NY New York
NC North Carolina
ND North Dakota
OH Ohio
OK Oklahoma
OR Oregon
PA Pennsylvania
PR Puerto Rico
RI Rhode Island

SC South Carolina
SD South Dakota

TN Tennessee
TX Texas
UT Utah
VT Vermont
VA Virginia
VI Virgin Islands
WA Washington
WV West Virginia
WI Wisconsin
WY Wyoming

Canadian Provinces:

AB Alberta
BC British Columbia
MB Manitoba
NB New Brunswick
NF Newfoundland
NS Nova Scotia
NT North West Territories
ON Ontario
PE Prince Edward Island
PQ Quebec
SK Saskatchewan
YT Yukon

United Mexican States:

AG Aguascalientes
BN Baja California Norte
BS Baja California Sur
CH Chihuahua
CL Colima
CM Campeche
CS Chiapas
CU Coahuila
DF Distrito Federal
DG Durango
GR Guerrero
GT Guanajuato

HG Hidalgo
JA Jalisco
MC Michoacan
MR Morelos

United Mexican States Cont.:

MX Mexico State
NA Nayarit
NL Nuevo Leon
OA Oaxaca
PU Puebla
QE Queretaro

QI Quintana Roo
SI Sinaloa
SL San Luis Potosi
SO Sonora
TB Tabasco
TL Tlaxcala
TM Tamaulipas
VE Veracruz
YU Yucatan
ZA Zacatecas

Appendix B – Countries

For use, see data elements: 02.05.03, 05.03.06, 08.04.03

AD Andorra	CI Côte D'ivoire (Ivory Coast)
AE United Arab Emirates	CK Cook Islands
AF Afghanistan	CL Chile
AG Antigua & Barbuda	CM Cameroon
AI Anguilla	CN China
AL Albania	CO Colombia
AM Armenia	CR Costa Rica
AN Netherlands Antilles	CS Czechoslovakia (No Longer Exists)
AO Angola	CU Cuba
AQ Antarctica	CV Cape Verde
AR Argentina	CX Christmas Island
AS American Samoa	CY Cyprus
AT Austria	CZ Czech Republic
AU Australia	DD German Democratic Republic (No Longer Exists)
AW Aruba	DE Germany
AZ Azerbaijan	DJ Djibouti
BA Bosnia and Herzegovina	DK Denmark
BB Barbados	DM Dominica
BD Bangladesh	DO Dominican Republic
BE Belgium	DZ Algeria
BF Burkina Faso	EC Ecuador
BG Bulgaria	EE Estonia
BH Bahrain	EG Egypt
BI Burundi	EH Western Sahara
BJ Benin	ER Eritrea
BM Bermuda	ES Spain
BN Brunei Darussalam	ET Ethiopia
BO Bolivia	FI Finland
BR Brazil	FJ Fiji
BS Bahamas	FK Falkland Islands (Malvinas)
BT Bhutan	FM Micronesia
BU Burma (No Longer Exists)	FO Faroe Islands
BV Bouvet Island	FR France
BW Botswana	GA Gabon
BY Belarus (Formerly Byelorussian Soviet Socialist Republic)	GB United Kingdom (Great Britain)
BZ Belize	GD Grenada
CA Canada	GE Georgia
CC Cocos (Keeling) Islands	GF French Guiana
CD Congo, The Democratic Republic of (Formerly Zaire)	GH Ghana
CF Central African Republic	GI Gibraltar
CG Congo	GL Greenland
CH Switzerland	GM Gambia

GN Guinea	LV Latvia
GP Guadeloupe	LY Libyan Arab Jamahiriya
GQ Equatorial Guinea	MA Morocco
GR Greece	MC Monaco
GS South Georgia and The South Sandwich Islands	MD Moldova, Republic of
GT Guatemala	MG Madagascar
GU Guam	MH Marshall Islands
GW Guinea-Bissau	MK Macedonia (Formerly Yugoslav, Republic of)
GY Guyana	ML Mali
HK Hong Kong	MM Myanmar
HM Heard Island & McDonald Islands	MN Mongolia
HN Honduras	MO Macau
HR Croatia	MP Northern Mariana Islands
HT Haiti	MQ Martinique
HU Hungary	MR Mauritania
ID Indonesia	MS Montserrat
IE Ireland	MT Malta
IL Israel	MU Mauritius
IN India	MV Maldives
IO British Indian Ocean Territory	MW Malawi
IQ Iraq	MX Mexico
IR Islamic Republic of Iran	MY Malaysia
IS Iceland	MZ Mozambique
IT Italy	NA Namibia
JM Jamaica	NC New Caledonia
JO Jordan	NE Niger
JP Japan	NF Norfolk Island
KE Kenya	NG Nigeria
KG Kyrgyzstan	NI Nicaragua
KH Cambodia (Formerly Democratic Kampuchea)	NL Netherlands
KI Kiribati	NO Norway
KM Comoros	NP Nepal
KN St. Kitts and Nevis	NR Nauru
KP Korea, Democratic People's Republic of	NU Niue
KR Korea, Republic of	NZ New Zealand
KW Kuwait	OM Oman
KY Cayman Islands	PA Panama
KZ Kazakhstan	PE Peru
LA Lao People's Democratic Republic	PF French Polynesia
LB Lebanon	PG Papua New Guinea
LC Saint Lucia	PH Philippines
LI Liechtenstein	PK Pakistan
LK Sri Lanka	PL Poland
LR Liberia	PM St. Pierre & Miquelon
LS Lesotho	PN Pitcairn
LT Lithuania	PR Puerto Rico
LU Luxembourg	PT Portugal
	PW Palau
	PY Paraguay
	QA Qatar
	RE Réunion
	RO Romania

RU	Russian Federation	TV	Tuvalu
RW	Rwanda	TW	Taiwan, Province of China
SA	Saudi Arabia	TZ	Tanzania, United Republic of
SB	Solomon Islands	UA	Ukraine (Formerly Ukrainian Soviet Socialist Republic)
SC	Seychelles	UG	Uganda
SD	Sudan	UM	United States Minor Outlying Islands
SE	Sweden	US	United States of America
SG	Singapore	UY	Uruguay
SH	St. Helena	UZ	Uzbekistan
SI	Slovenia	VA	Vatican City State (Holy See)
SJ	Svalbard & Jan Mayen Islands	VC	St. Vincent & The Grenadines
SK	Slovakia	VE	Venezuela
SL	Sierra Leone	VG	British Virgin Islands
SM	San Marino	VI	United States Virgin Islands
SN	Senegal	VN	Viet Nam
SO	Somalia	VU	Vanuatu
SR	Suriname	WF	Wallis & Futuna Islands
ST	Sao Tome & Principe	WS	Samoa
SV	El Salvador	YD	Democratic Yemen (No Longer Exists)
SY	Syrian Arab Republic	YE	Yemen
SZ	Swaziland	YT	Mayotte
TC	Turks & Caicos Islands	YU	Yugoslavia
TD	Chad	ZA	South Africa
TF	French Southern Territories	ZM	Zambia
TG	Togo	ZW	Zimbabwe
TH	Thailand	ZZ	Unknown or Unspecified Country
TJ	Tajikistan		
TK	Tokelau		
TM	Turkmenistan		
TN	Tunisia		
TO	Tonga		
TP	East Timor		
TR	Turkey		
TT	Trinidad & Tobago		

Appendix C – Languages

For use, see data elements: 02.07.01, 02.08, 09.10.01, 13.09.03

00 English	04 Korean
56 Albanian	51 Kurdish (Kurdi, Kurmanji)
37 American Sign Language	47 Lahu
11 Arabic	10 Lao
12 Armenian	07 Mandarin (Putonghua)
42 Assyrian	48 Marshallese
58 Bosnian	44 Mien (Yao)
13 Burmese	49 Mixteco
03 Cantonese	40 Pashto
36 Cebuano (Visayan)	05 Filipino (Tagalog or Pilipino)
54 Chaldean	41 Polish
20 Chamorro (Guamanian)	06 Portuguese
39 Chaozhou (Chaochow)	28 Punjabi
14 Croatian	45 Rumanian
15 Dutch	29 Russian
16 Farsi (Persian)	30 Samoan
17 French	52 Serbo-Croatian (Serbian)
18 German	01 Spanish
19 Greek	46 Taiwanese
43 Gujarati	32 Thai
21 Hebrew	57 Tigrinya
22 Hindi	53 Toishanese
23 Hmong	34 Tongan
24 Hungarian	33 Turkish
25 Ilocano	38 Ukrainian
26 Indonesian	35 Urdu
27 Italian	02 Vietnamese
08 Japanese	99 Other Non-English language
09 Khmer (Cambodian)	
50 Khmu	

Appendix D – Enrollment Exit/Withdrawal Reasons

For use, see data element: 05.07

- 100 Student graduated and received a high school diploma
- 101 Student completed school year
- 102 Student completed summer session
- 103 Student completed extra session
- 110 Student withdrew from/left school to pursue a job
- 130 Student died while enrolled in school or during the summer break after completing the prior school year
- 140 Student withdrew from/left school and there is no evidence the student is in an academic program toward a diploma or its equivalent
- 150 Student withdrew from/left school and has enrolled in another public school in this school district
- 160 Student withdrew from/left school and the district has received acceptable documentation of enrollment in another public school district in California
- 170 Student withdrew from/left school with declared intent to enroll in another California public school district and there is no acceptable documentation of having done so
- 180 Student withdrew from/left school and the district has received acceptable documentation of enrollment in a private school in California
- 190 Student withdrew from/left school with declared intent to enroll in a private school within California and there is no acceptable documentation of having done so
- 200 Student withdrew from/left school to enroll in another public school outside California and the district has acceptable documentation of having done so
- 210 Student withdrew from/left school to enroll in another public school outside California and there is no acceptable documentation of having done so
- 220 Student withdrew from/left school to enroll in a private school outside California and the district has acceptable documentation of having done so
- 230 Student withdrew from/left school to enroll in a private school outside California and there is no acceptable documentation of having done so
- 240 Student withdrew from/left school to move to another country and the district has acceptable documentation of enrollment in school in other country

- 250** Student withdrew from/left school to move to another country and the district has no acceptable documentation of enrollment in an academic program in the other county
- 260** Student withdrew from/left school to enroll in an alternative program with documentation that he or she is working toward the completion of a high school diploma or GED certificate or its equivalent
- 270** Student withdrew from/left school to enroll in an alternative program and there is no evidence of the student working toward the completion of a high school diploma or GED certificate or its equivalent
- 280** Student withdrew from/left school to enter college with documentation that the student is working toward an Associate or Bachelor's degree
- 290** Student withdrew from/left school to enter college with no evidence that the student is working toward an Associate or Bachelor's degree
- 300** Student was expelled with no further participation in an academic program working toward the completion of a high school diploma or GED certificate or its equivalent
- 310** Student withdrew from/left school and entered a health care facility
- 320** Student completed the GED, district has acceptable documentation, and the student has not returned to school
- 330** Student took and passed the California High School Proficiency Exam (CHSPE), the district has acceptable documentation, and the student has not returned to school
- 340** Student withdrew at the request of student, parent, guardian, or other person with legal control of the student for home schooling
- 350** Student has been placed in the California Youth Authority (CYA)
- 360** Student completed grade 12 but did not graduate or receive a diploma and there is no evidence the student is in an academic program leading toward a diploma or its equivalent
- 370** Student entered an institution that is not primarily academic (military, job corps, justice system, etc.) and is in a secondary program leading toward a high school diploma."
- 380** Student entered an institution that is not primarily academic (military, job corps, justice system, etc.) and is not in a secondary program leading toward a high school diploma.
- 390** Student completed highest grade level at this school and plans to matriculate to another school.
- 400** Other (reason unknown or not listed above)

Appendix E – Attendance Categories

For use, see data element: 06.03.01

- 10 K Regular
- 11 1-3 Regular
- 12 4-6 Regular
- 13 7-8 Regular
- 14 9-12 Regular
- 15 K-12 Continuation
- 16 K-12 Opportunity schools and classes
- 17 K-12 Opportunity programs
- 18 K-12 Home and Hospital
- 19 K-12 Special Education – Master Plan
- 20 K-12 Special Ed. – Nonpublic nonsectarian schools – E.C 56365
- 21 K-12 Special Ed. – Nonpublic nonsectarian schools – E.C. 56156.6
- 22 K-12 Special Ed. – Nonpublic nonsectarian schools – E.C. 56160 (b)
- 23 K-12 Community Day School
- 24 K-12 Regional Occupational Center
- 25 Adult concurrently enrolled in K-12
- 26 Adult not concurrently enrolled in K-12
- 27 Adult 21 years or older or adult 19 or older not continuously enrolled since his/her 18th birthday participating in full-time independent study
- 28 Adult in Correctional Facility
- 29 Extended Year Special Education – Master Plan – Mandated
- 30 Extended Year Prog. – Nonpublic nonsectarian schools –E.C. 56365
- 31 Extended Year Prog. – Nonpublic nonsectarian schools –E.C.56156.6
- 32 Extended Year Prog. – Nonpublic nonsectarian schools –E.C.56160(b)
- 33 Summer School Core
- 34 Summer School Proficiency
- 35 Summer School Vocational Work Experience
- 36 GAIN/CalWORKS
- 37 Apprentice – Section 3074 of the Labor Code

County Operated Programs:

- 50 Student who is a resident of another state (County School Tuition Fund)
- 51 Juvenile Hall Home or Camps
- 52 County Group Home and Institution Pupil
- 53 Community School Pupil – Probation
- 54 Community School Pupil – Expelled
- 55 Community School Pupil – Homeless
- 56 Opportunity School or Full-Day Opportunity Classes
- 57 Pregnant Minor
- 58 Specialized School

- 59** Technology, Agriculture, and Natural Resource Conservation School
- 60** Regional Occupational Center/Program – Mandated Programs
- 61** Adult in Correctional Facility
- 62** Handicapped Adult
- 63** Adult
- 64** Adult on Full-Time Independent Study Contract

School Age Parenting and Infant Development Program:

- 70** Infant – full time
- 71** Infant – half time
- 72** Parent – theory and practicum
- 73** Pregnant student – theory and practicum
- 74** Pregnant student – either theory or practicum
- 75** Non-parent students

Appendix F – Special Programs

For use, see data elements: 07.01, 16.01

Listed alphabetically:

- 100 5% Projects
- 101 504 Accommodation Plan
- 102 Adolescent Family Life Program
- 103 Adult Basic Education (ABE)
- 104 Adult Education
- 105 Adults w/Disabilities
- 106 Alternative Education: Continuation
- 107 Alternative Education: Community/Experience Base
- 108 Alternative Education: Opportunity
- 109 Alternative Education: Magnet Program
- 110 Alternative Education: Pregnant/Parenting
- 111 Alternative Education: Independent Study
- 112 Alternative Education: Other
- 113 California Partnership Academy
- 114 CalServe
- CalWorks (see code #157)
- 115 Chapter 1
- 116 Citizenship
- 117 Class Size Reduction Program - Option 1 (Full Day)
- 118 Class Size Reduction Program - Option 2 (Half Day)
- 119 Distance learning
- 120 English Learner (EL)
- 121 ESEA Title I – SCE School wide
- 122 ESEA Title I – SCE Targeted
- 123 ESEA Title VII
- 124 ESL/Citizenship
- 125 Family literacy
- 126 Greater Avenues for Independence (GAIN)
- 127 Gifted and Talented Education (GATE)
- 128 Health and Safety
- 129 High School Diploma Requirement (Adult Ed.)
- 130 Home economics
- 131 Homeless
- 132 Indian Education
- 133 Jail/Community
- 134 Medi-Cal/Medicaid
- 135 Migrant Education
- 136 National School Lunch Program - Free meals
- 137 National School Lunch Program - Reduced price meals
- 138 Older adults
- 139 Other instructional program (Adult Ed.)
- 140 Other special program (Adult Ed.)
- 141 Parent education
- 142 Pre-employment
- 143 ROC/P

- 144** Special Education
- 145** Special Education Infant
- 146** State Bilingual
- 147** State Compensatory Education (SCE)
- 148** State corrections
- 149** Title I Part A and EIA-SCE
- 150** Title I Part A/SCE
- 151** Title I Part A/SCE – Schoolwide
- 152** Title I Part A/SCE - Targeted Assistance
- 153** Tutoring
- 154** Vocational Education
- 155** Workplace Education
- 156** WorkAbility
- 157** Temporary Assistance to Needy Families (TANF) / **CalWorks**
- 158** Math, Engineering & Science Achievement (MESA)
- 159** MET (Math, Engineering & Technology?)
- 160** Advancement Via Individual Determination (AVID)
- 161** Healthy Start
- 162** California School Age Families Education (CalSAFE)

Appendix G – Outcomes of Program Services/Participation

For use, see data element: 07.08

California Partnership Academy:

- 100 4-year college
- 101 Community College
- 102 Completed previous school year and still in academy
- 103 Completed previous school year in the academy and left the academy
- 104 Did not complete previous school year in the academy
- 105 Returned to regular high school curriculum
- 106 ROC/P or vocational program
- 107 Student completed academy
- 108 Transferred to other program inside district
- 109 Unknown
- 110 Work
- 111 Military

ROC/P:

- 800 Status Unknown
- 801 Military Service
- 802 Pursuing Additional Education
- 803 Other Reason
- 804 Employed – Nonrelated Field
- 805 Employed in Field Trained
- 806 Unemployed – seeking Employment

Vocational Education within a Carl Perkins Voc. and Tech. Program:

- 700 Placed in Continuing Education
- 701 Placed in employment in a related occupation
- 702 Placed in employment in a non-related occupation
- 703 Entered military service
- 704 Other

Other:

- 900 Adult education
- 901 Comprehensive school
- 902 Continuation school
- 903 Employed in related occupation
- 904 Grade level placement according to the reading level of the student
- 905 Independent study

- 906** Non-reader, student of school age not able to read whatsoever
- 907** Pre-reader, student too young to read
- 908** School dropout
- 909** Student continuing instruction in the course
- 910** Student met the objectives of the course and is no longer enrolled
- 911** Student terminated enrollment without meeting course objectives
- 912** Other school program

Appendix H – Program or Instructional Settings

For use, see data element: 07.11

Language:

- 300 Structured English Immersion (also referred to as Sheltered English Immersion):** EL students receive instruction through an English language acquisition process for young children in which nearly all classroom instruction is in English but with a curriculum and presentation designed for children who are learning the language (EC 305 and 306(a)).
- 301 Alternative Course of Study:** Classes where EL students are taught English and other subjects through bilingual education techniques or other generally recognized methodologies permitted by law and where the pupils enrolled have been (1) granted a parental exception waiver pursuant to EC 310 and 311; or (2) enrolled in any Alternative Education Program operated under the Superintendent of Public Instruction's waiver authority (EC 58509) when such an alternative for EL student was established specifically to waive one or more sections of EC 300 through 340; or (3) enrolled in a Charter School program which offers any alternative course of study for EL students.
- 302 English Language Mainstream Classroom**
- 303 Other Instructional Setting:** These are EL students placed in an instructional setting other than one of those described above.

SELPA Preschool Settings:

- 010** Early childhood setting
- 020** Early childhood special education setting
- 030** Home
- 040** Part-time early childhood/part-time early childhood special education setting
- 050** Residential facility
- 060** Separate school
- 070** Itinerant service outside the home
- 080** Reverse Mainstream setting

Other:

- 150** Early Intervention Classroom or Center
- 151** Family Child Care
- 152** Home
- 153** Hospital (Inpatient)
- 154** Outpatient Service Facility
- 155** Regular Nursery School
- 156** Residential Facility
- 157** Any other setting

Appendix I – Instructional or Support Services Received

For use, see data element: 07.12

Consolidated Application - ESEA Title I

Instructional service area:

- 340** Language Arts
- 341** Mathematics
- 342** Reading
- 343** Other instructional service

Support service area:

- 350** Attendance, social work, guidance, psychology
- 351** Health/nutrition
- 352** Infant/preschool services
- 353** Pupil transportation
- 354** Other support service

Healthy Start:

- 120** Academic counseling
- 121** Adult basic education
- 122** Adult/child mentoring programs
- 123** Assessment (case)
- 124** Career counseling
- 125** Case management services
- 126** Case planning
- 127** CHDP exams
- 128** Child abuse reporting/emergency response
- 129** Child Care
- 130** Childbirth education
- 131** Childhood immunizations
- 132** Citizenship preparation
- 133** Clothing services
- 134** Crisis shelter
- 135** Cultural enrichment
- 136** Dental care
- 137** Dental screening
- 138** Developmental assessment
- 139** Disability Insurance
- 140** Disease-specific treatment
- 141** Disease/disability information
- 142** Dropout programs
- 143** Early childhood education

- 150 Early identification programs
- 151 Early intervention for mental illness
- 152 Early intervention for developmentally delayed
- 153 Educational testing
- 154 Emergency food
- 155 English as a second language
- 156 Extended day care
- 157 Eye care
- 158 Eye screening
- 159 Family preservation programs
- 160 Family support centers
- 161 General acute care hospitals
- 162 General physical examinations
- 163 Graduation requirements programs
- 164 Group counseling (mental health)
- 165 Hearing screening
- 166 Housing services
- 167 Immigration assistance
- 168 In-person crisis intervention
- 169 Individual advocacy (legal)
- 170 Individual counseling (mental health)
- 171 Intake (case)
- 172 Interpretation/translation
- 173 Job search/placement
- 174 Juvenile delinquency prevention
- 175 Legal counseling
- 176 Legal representation
- 177 Life problems counseling
- 178 Linking to services
- 179 Local transportation
- 180 Material resources
- 181 Maternal and infant care
- 182 Mental health facilities
- 183 Monitoring and evaluation of case progress
- 184 Mutual support groups (mental health)
- 185 Nutrition assessment and prescription services
- 186 Nutrition education
- 187 Nutrition maintenance
- 188 Obstetrics/gynecology
- 189 Occupational therapy
- 190 Other academic/educational services
- 191 Other basic needs services
- 192 Other employment services
- 193 Other family functioning services
- 194 Other health care
- 195 Other health education
- 196 Other health screening
- 197 Other income maintenance programs
- 198 Other legal services
- 199 Other mental health services
- 200 Other services
- 201 Outpatient mental health care
- 202 Outpatient substance abuse treatment programs

- 203 Outreach and identification of clients
- 204 Parenting education
- 205 Peer counseling (mental health)
- 206 Personal financial management counseling
- 207 Physical therapy
- 208 Pre-job guidance
- 209 Psychosocial evaluation
- 210 Public employment and training programs
- 211 Recreational activities
- 212 School system advocacy
- 213 Specialty medicine
- 214 Speech and hearing
- 215 Speech and language evaluations
- 216 Student counseling services
- 217 Substance abuse education prevention
- 218 Teen family planning programs
- 219 Teen parent/pregnant teen education program
- 220 Temporary financial aid
- 221 Termination of case
- 222 Truancy counseling
- 223 Tutorial Services
- 224 Utility assistance
- 225 Wellness programs
- 226 Youth development

Homeless Children:

- 250 AFDC
- 251 Shortened data programs
- 252 Tutoring

Language Census:

- 330** *English Language Development (ELD):* These are students receiving a program of ELD, and with none of the following services: Specially Designed Academic Instruction in English (SAIE), SDAIE with Primary Language Support, Academic Subjects through the Primary Language. ELD is a specialized program of English language instruction appropriate for the student's identified level of language proficiency. It is consistently implemented and designed to promote second language acquisition of listening, speaking, reading, and writing. ELD should be provided by teachers.
- 331** *ELD and Specially Designed Academic Instruction in English (SDAIE):* These are EL students receiving a program of ELD and, at a minimum, two academic subjects required for grade promotion or graduation, taught through Specially Designed Academic Instruction in English (SDAIE). SDAIE is an approach used to teach academic courses to EL students in English. It should be designed for non-native speakers of English and should focus on increasing the comprehensibility of the academic courses normally provided to FEP and English-only students in the district. These students are not receiving primary language support as described below. SDAIE should be provided by teachers.

- 332** *ELD and SDAIE with Primary Language Support:* These are EL students receiving a program of ELD and SDAIE, with Primary Language Support (L1 support) in at least two academic subject areas. L1 support is instructional support through the student's primary language. It does not take the place of academic instruction through the primary language but may be used in order to clarify meaning and facilitate student comprehension of academic content area concepts taught mainly through English. It may also include oral language development in the student's primary language. L1 support may be provided by credentialed teachers fluent in the student's primary language or by bilingual paraprofessionals (aides) reported in Part V, columns 02 or 03 of the form. The aides should be supervised by a credentialed teacher.
- 333** *ELD and Academic Subjects through the Primary Language (LI):* These are EL students receiving a program of ELD and, at a minimum, two academic subjects through the primary language (L1). L1 instruction is (1) for Kindergarten - grade 6, primary language instruction provided, at a minimum, in language arts (including reading and writing) and mathematics, science, or social science; or (2) for grades 7 - 12, primary language instruction provided, at a minimum, in two academic subjects required for grade promotion or graduation. The curriculum should be equivalent to that provided to REP and English-only students. These students may also be receiving SDAIE as described above. L1 instruction should be provided by teachers.
- 334** *Other Instructional Language Services:* EL students provided with an instructional service specifically designed for EL students that does not correspond to one of the descriptions found above.
- 335** *Not receiving any English Learner services:* EL students who are not provided with any specialized instructional service, as defined above.

Migrant Education:

- 230** Dental
- 231** English for EL (LEP)
- 232** Guidance/counseling
- 233** Health
- 234** Language arts not above
- 235** Mathematics
- 236** Other instructional services to migrant children
- 237** Other support services (Migrant Education)
- 238** Pupil transportation
- 239** Reading
- 240** Science
- 241** Social studies
- 242** Vocational/Career

Special Education – CASEMIS:

Ages 3-22 only:

- 052 Adapted physical education
- 084 Adult transition services
- 078 Braille transcription
- 055 Group counseling
- 056 Guidance services
- 051 Home and hospital
- 065 Individual and small group instruction
- 054 Individual counseling
- 074 Interpreter services
- 093 Nonpublic school services
- 080 Note taking services
- 060 Parent counseling
- 079 Reader services
- 064 Recreation services, therapeutic recreation
- 091 Resource services
- 092 Special day class
- 067 Specialized driver training)
- 063 Vocational education training
- 085 Vocational counseling

Both ages 3-22 and infants:

- 077 Assistive services
- 053 Audiological services
- 076 Behavior management services
- 086 Deaf and hard of hearing services
- 075 Education technology services
- 072 Health and nursing - specialized physical health
- 073 Health and nursing - other services
- 050 Language and speech
- 057 Occupational therapy
- 059 Orientation and mobility
- 058 Physical therapy
- 068 Psychological services
- 087 Respite care services
- 062 Social work services
- 071 Specialized services for low incidence disability
- 090 Transportation
- 066 Vision services
- 099 Other special education services

Infants only:

- 030 Family training, counseling and home visits
- 031 Medical services
- 032 Nutrition services
- 033 Service coordination
- 035 Special education aide in regular development class, child-care center
or family child-care home
- 034 Special instruction

Vocational Education -- Performance-Based Accountability (PBA):

- 260** Assessment/testing/counseling
- 265** Job development/job search assistance
- 267** Occupational skills training (non-OJT)
- 268** On-the-Job Training
- 269** Other support services
- 270** Personal development training
- 273** Pre-employment skills/job readiness training
- 275** Transportation
- 276** Work experience

Appendix J – CBEDS Subject Area Assignment Codes

For use, see data element 08.05.03

Art

- 2800 Ceramics
- 2801 Design
- 2802 Crafts
- 2803 Art history
- 2804 Art appreciation
- 2805 Photography
- 2806 Drawing
- 2807 Painting
- 2808 Advertising design
- 2809 Cinematography
- 2810 Basic art
- 2811 Jewelry
- 2812 Sculpture
- 2813 Fashion design
- 2814 Fiber and textiles
- 2817 Printmaking
- 2818 Multicultural art/folk art
- 2819 Lettering/calligraphy
- 2820 Computer art/graphics
- 2821 Yearbook
- 2898 Other art course (including combinations of above)

Computer Education

- 2450 Computer literacy
- 2451 Computer programming
- 2453 Computer science
- 2454 Computer lab
- 2455 Web design
- 2458 Other computer education course (including combinations of above)

Dance

- 2352 Dance choreography and production
- 2353 Dance, movement, and rhythmic activities
- 2354 Folk/ethnic dance
- 2355 Dance fundamentals
- 2356 Independent or advanced study
- 2357 Ballet, modern, jazz dance
- 2358 Other dance course

Drama/Theater

- 2900 Theater/play production
- 2901 Drama/creative dramatics
- 2904 Theater workshop
- 2905 Technical theater/stagecraft
- 2906 Television production
- 2908 Media arts (individual or inclusive)
- 2910 History/appreciation of drama/theater arts
- 2998 Other drama/theater course (including combinations of above)

English

- 2100 Reading improvement/developmental reading/reading recovery
- 2101 Comprehensive English
- 2105 American literature
- 2106 English literature
- 2107 Ethnic literature
- 2108 World literature
- 2109 Other literature
- 2110 English language development
- 2111 Journalism
- 2112 Speech
- 2113 Composition
- 2114 Advanced composition
- 2115 Forensics
- 2116 Language structure/language arts (traditional grammar, transformational grammar, structural linguistics)
- 2117 Science fiction
- 2120 Reading (state-funded Miller-Unruh specialist)
- 2198 Other English course (including combinations of above)

Foreign Languages

- 2214 Chinese (first and second year)
- 2215 Chinese (advanced)
- 2204 French (first and second year)
- 2205 French (advanced)
- 2200 German (first and second year)
- 2201 German (advanced)
- 2202 Italian (first and second year)
- 2203 Italian (advanced)
- 2216 Japanese (first and second year)
- 2217 Japanese (advanced)
- 2212 Korean (first and second year)
- 2213 Korean (advanced)
- 2210 Latin (first and second year)
- 2211 Latin (advanced)
- 2218 Portuguese (first and second year)
- 2219 Portuguese (advanced)
- 2208 Russian (first and second year)

- 2209 Russian (advanced)
- 2206 Spanish (first and second year)
- 2207 Spanish (advanced)
- 2220 Vietnamese (first and second year)
- 2221 Vietnamese (advanced)
- 2223 Chinese (for native speakers)
- 2224 Korean (for native speakers)
- 2225 Spanish (for native speakers)
- 2226 Other language course (for native speakers)
- 2230 American sign language
- 2298 Other foreign language course (including combinations of above)

Health Education

- 2535 Health education
- 2531 Drug/alcohol/smoking education
- 2532 Family life education
- 2533 Sexually transmitted disease education
- 2534 Nutrition
- 2537 Life skills
- 2538 Other health education course (including combinations of above)

Humanities

- 2748 Any humanities course

Mathematics

- 2400 General mathematics/basic mathematics/ vocational mathematics
- 2401 Consumer mathematics/senior mathematics
- 2402 Remedial mathematics/proficiency development
- 2403 Beginning algebra
- 2404 Intermediate algebra
- 2405 Plane geometry
- 2406 Solid geometry
- 2407 Trigonometry
- 2408 Intermediate algebra and trigonometry
- 2409 Solid geometry/trigonometry
- 2410 Probability/statistics
- 2411 Modern abstract algebra
- 2414 Analytic geometry/pre-calculus
- 2415 Calculus
- 2417 Advanced algebra/advanced geometry/symbolic logic/number theory
- 2418 Independent study in mathematics (non-advanced course content)
- 2419 Independent study in mathematics (advanced course content)
- 2420 Math A
- 2421 Math B
- 2423 Accelerated mathematics (any of grades 4-8)
- 2424 Pre-algebra
- 2425 Integrated mathematics I (college preparatory)

- 2426 Integrated mathematics II (college preparatory)
- 2427 Integrated mathematics III (college preparatory)
- 2428 Beginning Algebra Part 1 (first year of a 2-year course)
- 2429 Beginning Algebra Part 2 (second year of a 2-year course)
- 2430 Integrated Mathematics IV (college preparatory)
- 2498 Other mathematics course (including combinations of above)

Music

- 2300 Band
- 2301 Jazz band
- 2302 Stage band
- 2303 Orchestra
- 2305 Chorus/choir
- 2306 Vocal jazz /jazz choir
- 2307 Music appreciation/history/literature
- 2308 Music theory
- 2309 Composition/songwriting
- 2310 Instrumental music lessons (brass, guitar, keyboard, percussion, recorders, strings, woodwinds)
- 2311 Recorder ensemble
- 2313 Swing/show choir
- 2314 Chamber/madrigal/vocal ensemble
- 2315 Classroom/general/exploratory music
- 2316 Voice class
- 2320 Electronic music
- 2321 Computers in music
- 2322 Musical theatre
- 2398 Other music course (including combinations of above)

Physical Education

- 2500 Physical education
- 2501 Dance, all phases
- 2502 Athletic practice, not extracurricular
- 2598 Other physical education course (including combinations of above)

Special Designated Subjects

- 2505 Military Science
- 2545 Driver education
- 2546 Driver training
- 2548 Other safety education course
- 2602 Aviation education

Science

- 2600 Astronomy
- 2601 Aerospace education

- 2603 Biology
- 2604 Advanced biology
- 2605 Botany
- 2606 Zoology
- 2607 Chemistry
- 2608 Advanced chemistry
- 2609 Oceanography
- 2610 Physical science
- 2611 General science
- 2612 Environmental studies
- 2613 Physics
- 2614 Advanced physics
- 2615 Anatomy
- 2617 Conservation
- 2618 Earth science
- 2619 Energy education
- 2620 Geology
- 2621 Life science
- 2622 Meteorology
- 2623 Physiology
- 2624 Science projects
- 2625 Space science
- 2626 Coordinated/integrated science I (no first year chemistry or physics)
- 2627 Coordinated/integrated science II (no first year chemistry or physics)
- 2628 Coordinated/integrated science III (no first year chemistry or physics)
- 2629 Coordinated/integrated science IV (no first year chemistry or physics)
- 2633 Pacesetter science
- 2635 Conceptual chemistry
- 2636 Conceptual physics
- 2640 Coordinated/integrated science I (with first year chemistry)
- 2641 Coordinated/integrated science II (with first year chemistry)
- 2642 Coordinated/integrated science III (with first year chemistry)
- 2643 Coordinated/integrated science IV (with first year chemistry)
- 2644 Coordinated/integrated science I (with first year physics)
- 2645 Coordinated/integrated science II (with first year physics)
- 2646 Coordinated/integrated science III (with first year physics)
- 2647 Coordinated/integrated science IV (with first year physics)
- 2648 Coordinated/integrated science I (with both first year physics and chemistry)
- 2649 Coordinated/integrated science II (with both first year physics and chemistry)
- 2650 Coordinated/integrated science III (with both first year physics and chemistry)
- 2651 Coordinated/integrated science IV (with both first year physics and chemistry)
- 2698 Other science course (including combinations of above)

Social Science

- 2700 Anthropology
- 2701 Economics
- 2702 Physical geography
- 2703 Principles of American democracy/government and civics

2705 International studies
2706 Comparative political systems
2707 Current events
2708 California history
2709 United States history
2710 Ethnic studies
2711 World history: survey
2712 Other history, culture, geography: survey
2713 Philosophy
2714 Psychology
2715 Sociology
2719 Student government
2722 Career education
2724 World regional geography
2726 Comparative world religions
2728 World cultures
2730 Women's history
2732 Law-related education
2734 History-social science (social studies) (any of grades K-8)
2798 Other social science course (including combinations of above)

Advanced Placement (AP) For Grades 9-12 Only:

Art

2870 History of Art
2871 Studio Art: General Portfolio
2872 Studio Art: Drawing Portfolio

Computer Science

2470 Computer Science A
2471 Computer Science AB

English

2170 English Language and Composition
2171 English Literature and Composition
2172 International English Language

Foreign Language

2270 French Language
2271 French Literature
2272 German Language
2273 Latin-Vergil

2274 Latin-Literature
2275 Spanish Language
2276 Spanish Literature

Mathematics

2480 Calculus AB
2481 Calculus BC
2483 Statistics

Music

2370 Music Theory

Science

2670 General Biology
2671 General Chemistry
2672 Physics B
2673 Physics C
2674 Environmental Science

Social Science

2770 Macroeconomics
2771 Microeconomics
2772 Comparative Government and Politics
2773 United States Government and Politics
2774 European History
2775 United States History
2776 Psychology
2777 Human Geography
2778 World History

International Baccalaureate (IB):

Computer Education

2465 Computer Science
2466 Information Technology in a Global Society

English

2160 Language A1 (English)-literature

Fine and Performing Arts

2360 Music
2860 Art/Design
2960 Theater Arts

Foreign Language

2260 Language A (non-English)
2261 Language B
2262 Classical languages
2263 Language A2
2264 Ab initio

Humanities

2768 Theory of Knowledge

Mathematics

2460 Mathematical Studies
2461 Mathematical methods
2462 Mathematics higher level
2463 Advanced mathematics

Science

2660 Biology
2661 Chemistry
2662 Physics
2664 Environmental systems
2666 Design Technology

Social Science

2760 Economics
2761 Geography
2762 History
2763 Psychology
2764 Philosophy
2765 Social anthropology
2766 Business organization
2767 History of the Islamic world

Teacher Assignments–International Baccalaureate Middle Years Program (MYP)

2861 Visual Arts (Middle Years Program)
2961 Drama (Middle Years Program)
2361 Music (Middle Years Program)
2769 Humanities (history and/or geography) (Middle Years Program)
2161 Language A (Middle Years Program)
2265 Language B (Middle Years Program)

- 2467 Algebra (I or II) (Middle Years Program)
- 2468 Geometry and/or Trigonometry (Middle Years Program)
- 2469 Integrated Math Program (IMP) (Middle Years Program)
- 2464 Coordinated Program of Math (CPM) (Middle Years Program)
- 2560 Physical Education (Middle Years Program)
- 2665 Science (biology, chemistry, or physics) (Middle Years Program)
- 2479 Computer Technology (Middle Years Program)
- 2667 Design Technology (Middle Years Program)

Vocational Education:

Work Experience Education

- 4900 Work experience education

Agriculture Education

- 4010 Crop and soil science
- 4020 Animal science
- 4030 Mechanics and engineering technology
- 4040 Business management and marketing
- 4050 Horticulture and the environment
- 4060 Forestry, natural resources, and rural recreation
- 4070 Basic agriculture (first year)
- 4080 Basic agriculture (second year)
- 4098 Other agriculture course

Business Education–Marketing

- 4100 Advertising services
- 4101 Apparel and accessories
- 4102 Automotive and parts
- 4103 Financial services
- 4104 Floristry
- 4105 Food marketing
- 4106 Restaurant marketing
- 4107 General merchandise retailing
- 4108 Hardware/building materials
- 4109 Home furnishings
- 4110 Hotel and lodging
- 4111 Industrial marketing
- 4112 Insurance
- 4113 International trade
- 4116 Real estate
- 4117 Recreation and travel
- 4118 Transportation
- 4119 Customer service representative
- 4121 Small business ownership and management
- 4122 Marketing fundamentals
- 4198 Other marketing course

Business Education–Office

- 4600 Accounting/computer accounting
- 4601 Computer operations/computer science
- 4608 Secretarial
- 4609 Administrative support
- 4610 Keyboarding (typing)
- 4613 General office occupations
- 4614 Word processing occupations
- 4615 Information processing
- 4618 Telecommunications
- 4620 Medical office occupations
- 4621 Legal office occupations
- 4623 Business technology
- 4630 Business economics
- 4633 Information systems management
- 4637 Business management
- 4650 Business career exploration (grades 6-9)
- 4698 Other office/computer course

Consumer Home Economics Education

- 4310 Exploratory home economics (grades 6–8)
- 4311 Consumer home economics comprehensive core I
- 4312 Consumer home economics comprehensive core II
- 4321 Child development and guidance
- 4322 Articulated child development and guidance
- 4331 Clothing and textiles
- 4332 Articulated apparel construction
- 4341 Consumer education
- 4351 Family living and parenting education
- 4361 Food and nutrition
- 4362 Articulated nutritional science
- 4363 Articulated principles of food preparation
- 4371 Resource management
- 4381 Housing and furnishings
- 4391 Individual and family health
- 4396 Other articulated courses in consumer home economics
- 4398 Other consumer home economics course

Health Careers

- 4224 Exploring health care (exploratory core)
- 4225 Introduction to health care (introductory core)
- 4226 Preparing to work in health care level 1 (preparatory core)
- 4227 Preparing to work in health care level 2 (advanced core)
- 4234 Dental services
- 4235 Dental services continuing education
- 4242 Medical office services
- 4243 Medical office services continuing education
- 4255 Support services
- 4256 Support services continuing education
- 4260 Therapeutic services

4262 Therapeutic services continuing education
4265 Diagnostic services
4266 Diagnostic services continuing education
4267 Preventive services
4268 Preventive services continuing education
4276 Health care information services
4277 Health care information services continuing education
4280 Nursing services
4288 Biotechnology services
4289 Biotechnology services continuing education
4294 Nursing services continuing education
4298 Other health careers course

Home Economics Related Occupations

4400 Child care and development
4401 Teaching careers
4410 Fashion merchandising
4411 Fashion and textile design
4412 Apparel manufacturing, production, and maintenance
4420 Food and hospitality services
4421 Food and beverage production and preparation
4430 Interior design, furnishings, and maintenance
4441 Hospitality, tourism, and recreation
4442 Lodging services
4443 Travel related services
4444 Theme parks, attractions, and events
4451 Family and human services
4452 Elder care/intergenerational services
4461 Consumer, personal and financial services
4471 Food science, dietetics and nutrition
4472 Food science and technology
4498 Other home economic related occupations course

Industrial & Technology Education - Construction Technology

5501 Introduction to construction
5502 Residential and commercial construction
5503 Apartment and home repair/remodeling
5504 Boat building
5505 Brick, block, and stonemasonry
5506 Building, mechanical
5507 Carpentry
5508 Concrete placing and finishing
5509 Construction equipment operation
5510 Cooling and refrigeration
5511 Drywall installation
5512 Electrician
5513 Floor covering installation
5514 Furniture making
5515 Glazing
5516 Heating and air conditioning
5517 Insulation installation

5518 Lineworker
5519 Locksmithing
5520 Millwork and cabinetmaking
5521 Painting and decorating
5522 Pipefitting and steamfitting
5523 Plastering
5524 Plumbing
5525 Roofing
5527 Stage technology
5528 Structural and reinforcement metalwork
5529 Tile setting
5530 Upholstering
5531 Woodworking
5549 Other construction technology course

Industrial & Technology Education - Electronics Technology

5551 Introduction to electronics technology
5553 Avionics
5554 Biomedical equipment technology
5555 Business machine repair
5556 Communications electronics
5557 Computer electronics
5558 Computer service technology
5559 Electromechanical
5560 Electronic consumer products service
5561 Electronics technology
5562 Hybrid microelectronics
5563 Industrial electronics
5564 Instrument repair
5565 Instrumentation technology
5566 Major appliance repair
5567 Motor repair
5568 Small appliance repair
5570 Electronics assembly occupations
5598 Other electronics technology course

Industrial & Technology Education - Manufacturing Technology

5601 Manufacturing/materials processing
5603 Computer numerical control
5604 Foundry
5605 Industrial ceramics manufacturing
5606 Jewelry design, fabrication, and repair
5607 Machine tool operation/machine shop
5608 Metal fabrication
5609 Metallurgy
5610 Optical goods
5611 Plastic/composites
5612 Robotics
5613 Sheet metal
5614 Tool and die making
5616 Welding: combination

- 5617 Welding: electric
- 5618 Welding: gas
- 5620 Specialized welding program
- 5649 Other manufacturing technology course

Industrial & Technology Education - Explorations in Industrial Technology (for grades K-8)

- 5940 Exploring technology (general industrial arts)
- 5945 Communications technology (drafting, electronics)
- 5950 Construction technology (wood shop)
- 5955 Manufacturing technology (metal shop)
- 5960 Power, energy and transportation (auto shop)

Industrial & Technology Education - Power, Energy & Transportation Technology

- 5651 Introduction to power, energy, and transportation
- 5652 Automotives
- 5653 Aircraft mechanics, combination
- 5654 Automotive body repair & refinishing, combination
- 5655 Automotive mechanics, combination
- 5657 Diesel equipment mechanics
- 5658 Heavy equipment maintenance and repair
- 5659 Marine powerplant maintenance
- 5660 Motorcycle repair
- 5661 Small engine repair
- 5662 Truck and bus driving
- 5664 Automotive body repair
- 5666 Automotive painting and refinishing
- 5670 Automatic transmission/transaxle
- 5671 Manual drive train and axles
- 5672 Transmissions/drive trains, combination
- 5674 Brakes
- 5675 Suspension and steering
- 5676 Brakes/suspension and steering, combination
- 5678 Engine performance (including emission control)
- 5679 Electrical systems
- 5680 Engine performance/electrical systems, combination
- 5682 Engine repair
- 5684 Engine performance/engine repair, combination
- 5686 Heating and air conditioning
- 5688 Automotive specialty, other combinations
- 5698 Other power, energy, and transportation course

Industrial & Technology Education - Visual Communications, Drafting

- 5701 Drafting occupations
- 5703 Architectural drafting
- 5704 Civil/structural drafting
- 5705 Computer-aided drafting/design
- 5706 Electrical/electronic drafting
- 5707 Technical drafting

- 5708 Piping drafting
- 5709 Technical illustration
- 5710 Blueprint reading
- 5749 Other visual communication, drafting course

Industrial & Technology Education - Visual Communications, Graphics

- 5751 Graphic communications
- 5753 Bookbinding
- 5754 Commercial art
- 5755 Commercial photography
- 5756 Composition, make-up, and typesetting
- 5757 Desktop publishing
- 5758 Photoengraving
- 5759 Photography, lithography, and platemaking
- 5760 Photographic laboratory and darkroom
- 5761 Printing press operations
- 5762 Silk screen making and printing
- 5770 Broadcasting technology
- 5798 Other visual communications, graphics course

Industrial & Technology Education - Diversified Occupations

- 5811 Barbering
- 5812 Cosmetology
- 5814 Manicuring and pedicuring
- 5819 Other personal services course
- 5831 Fire control and safety
- 5833 Firefighting
- 5839 Other fire technology course
- 5842 Corrections
- 5847 Law enforcement
- 5849 Security services
- 5859 Other law enforcement/security services course
- 5861 Custodial services
- 5862 Fabric maintenance services
- 5864 Textile production and fabrication
- 5865 Pool and spa service
- 5866 Bicycle repair
- 5869 Other diversified occupations course

Industrial & Technology Education - Applied Technology

- 5970 Technology core, level 1
- 5972 Technology core, level 2
- 5975 Principles of technology
- 5980 Applied communications
- 5985 Applied mathematics

OTHER:

- Self-contained Classroom Instruction*
- 1015 Kindergarten or pre-first

1001 Grade 1
1002 Grade 2
1003 Grade 3
1004 Grade 4
1005 Grade 5
1006 Grade 6
1007 Grade 7
1008 Grade 8
1009 Combination class (any of grades K-3)
1010 Combination class (any of grades 4-8)
1012 Combination class (including grades 3-4)
1011 Other self-contained classroom (not single-subject)
2016 Continuation class
2017 Community day class

Special Education Instruction

3000 Special Day classes/centers
3001 Resource specialist
3002 Itinerant consulting teacher

Designated instruction and services:

3103 Home/hospital special education
3104 Adaptive physical education
3105 Special education driver education/training
3106 Vocational special education
3007 Other special education instruction

Other Instruction

6004 Resource teacher (not Special Education)
6001 Skills center instruction/study skills
6005 Independent study
6007 Alternative/opportunity education
6013 Home or hospital
6014 Day to Day substitute
6023 Advancement Via Individual Determination (AVID)
2536 Peer counseling/conflict management
6098 Other instruction

Appendix L – Course Mark Types

For use, see data elements: 08.05.19.02, 08.05.20.01

10 - Five or more passing grades (alpha with +/-)												
Code	Grades Used											
Wt	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0
01	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
02	A+, A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
03	A		B+	B		C+	C		D+	D		F
04	A+, A		B+	B		C+	C		D+	D		F
05	A+, A	A-	B+	B	B-	C+	C	C-	D+	D		F
06	A	A-	B+	B	B-	C+	C	C-				F
07	A		B+	B		C+	C			D		F
08	A	A-	B+	B	B-	C+	C	C-	D+	D		F
09	A	A-	B+	B	B-	C+	C	C-		D		F
10	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E/N C
11	A+, A	A-	B+	B	B-	C+	C	C-				
12	A+, A	A-	B+	B	B-	C+	C	C-	D+	D	D-	
13	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	
14	Non-standard system using 5 or more alpha grades, no "F"											
15	Non-standard system using 5 or more alpha grades, and "F"											

11 – ABCD/F with Halfstep Grades (AB, BC, etc.)									
Code	Grades Used								
Wt	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0.5	0.0
16	A	AB	B	BC	C	CD	D	DF	F
17	A	AB	B	BC	C		D		F
18	A		B	C+	C		D		F
19	A	B+	B	C+	C	D+	D		F
20	A	B+	B	C+	C		D		F
21	A	B+	B	C+	C	C-	D		F
22	A+,A	B+	B	C+	C	D+	D		F
23	Other ABCDF system with halfstep grades, no "F" grade								
24	Other ABCDF system with halfstep grades and "F" grade								

12 - ABCD/F Type (4 passing letter grades)					
Code	Grades Used				
Wt	4.0	3.0	2.0	1.0	0.0
25	A	B	C	D	F
26	A	B	C	D	NC/N
27	A	B	C	D	E
28	H	S+	S	S-	U
29	E	S	M	I	F
30	DN	HP	P	HCO	NC
31	D	E	G	Q	U/F
32	H	E	G	P	U
33	S	H	P	LP	F
34	E	VG	G	P	F
35	HO	HP	PA	CR	NC
36	A	B	C	D	
37	A	B	C	D	U/R
38	Other ABCD/F type system, no "F" grade				
39	Other ABCD/F type system, with "F" grade				

13 - ABC/F Type (3 passing letter grades)				
Code	Grades Used			
Wt	4.0	3.0	2.0	0.0
40	A	B	C	F
41	H	HP	CR	NC
42	H	HP	P	F
43	A	B	C	NC
44	A	B	C	
45	H	HP	P	NP
46	HH	H	P	
47	HH	H	P	F
48	E	G	P	U/F
53	Other ABC/F type system, with no "F" grade			
54	Other ABC/F type system, with "F" grade			

14 - Pass/Fail Type (one or two passing grades)	
Code	Grades Used
Two passing grades, each converted to an American Medical Colleges Admissions Service (AMCAS) grade of "P"; failing grade converted to "N"	
55	Pass/Fail: HP and P, F
56	Pass/Fail: H and P, F
57	Pass/Fail: HP and P, N/NC
58	Pass/Fail: H and P, U
59	Other Pass/Fail types with two passing grades
One passing grade, converted to AMCAS grade of "P"; failing grade converted to AMCAS grade of "N"	
60	Pass/Fail: P, F
61	Pass/Fail: SAT, U
62	Pass/Fail: CR, NC
63	Pass/Fail: S, U
64	Other Pass/Fail types with one passing grade

15 - Numeric - Percent Type												
Code	Grades Used											
Wt	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0
65	100-93	92-90	89-87	86-83	82-80	79-77	76-73	72-70	69-67	66-63	62-60	59-0
66	100-90			89-80			79-70			69-60		59-0
67	100-94	93-90		89-85			84-75			74-70		69-0
68	100-90			89-80			79-70			69-65		64-0
69	100-93			92-85			84-77			76-70		69-0
70	100-93			92-84			83-75			74-70		69-0
71	100-90			89-80		79-76	75-70			69-60		59-0
72	100-90		89-85	84-80		79-75	74-70					69-0
73	Other numeric grading system - percent type											
74	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0
77	1			2			3			4		5
79	4.0			3.0			2.0			1.0		0.0
80	1+,1	1-	2+	2	2-	3+	3	3-	4+	4	4-	5/6
81	3.0			2.0			1.0					0.0
82	Other numeric grading system - 4.0 or integer type											

16 - Numeric (4.0 type) Grading Systems using Halfstep Grades									
Code	Grades Used								
Wt	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0.5	0.0
76	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0.5	0.0
78	4.0	3.5	3.0	2.5	2.0		1.0		0.0
82	Other numeric grading system - 4.0 or integer type								
75	Continuous 4.0 scale (4.0 to 0.0)								

17 - Numeric - Canadian Type												
Code	Grades Used											
Wt	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0
83	9	8	7		6	5		4	3			2,1
84	10,9	8	7		6	5		4	3	2	1	0
85	100-87	86-80	79-76	75-73	72-70	69-66	65-63	62-60	59-56	55-53	52-50	49-0
86	100-84	83-75	74-72	71-69	68-66	65-64	63-62	61-60	59-56	55-53	52-50	49-0
87	100-87	86-80	79-75	74-70	69-65	64-60	59-55	54-50				49-0
88	100-87	86-80	79-75	74-70	69-65	64-62	61-59	58-55	54-52	51-48	47-45	44-0
89	Other numeric grading system - Canadian											

18 - Miscellaneous grades used for transcripts	
Code	Description
500	Current Enrollment; Course in Progress; Permanent grade not yet assigned
501	Passing grade in a course (credit or non-credit) which is normally, or based on student option, given a pass/fail or satisfactory/unsatisfactory designation
502	Failing grade in a course (credit or non-credit) which is normally, or based on student option, given a pass/fail or satisfactory/unsatisfactory designation
503	Credit established by advanced placement examination, departmental or institutional credit, credit by exam, etc.
504	Transfer credit; grade not carried on receiving institution's transcript
505	Incomplete
506	Withdrew (without penalty or pass/fail designation)
507	Withdrew passing
509	Withdrew failing
510	Honors grade
511	Audited or visited the course
512	Exempted course
513	No grade reported yet by instructor (although the course has ended)
514	Failing/no pass/unsatisfactory grade awarded because incomplete not resolved satisfactorily
515	Repeated course
517	Grade Scale Unknown
530	Other passing/satisfactory grade not described above
540	Other not passing/unsatisfactory grade not described above

Appendix M – Assessment/Test Types

For use, see data element: 09.02.01

- 100 Assessment of Applied Academic Skills
- 101 Assessments in Career Education (ACE)
- 102 California Achievement Tests (e.g., CAT 6)
- 103 Comprehensive Assessment Program Achievement Series
- 104 Comprehensive Tests of Basic Skills
- 105 English Language Development (e.g., CA English Language Development Test (CELDT))
- 106 General Education Development (GED)
- 107 Golden State Examinations (GSE)
- 108 California High School Exit Exam (CAHSEE)
- 109 Iowa Test of Educational Development (9-12)
- 110 Iowa Tests of Basic Skills
- 111 Metropolitan Achievement Tests
- 112 Metropolitan Language Instructional Tests
- 113 Metropolitan Reading Instructional Tests
- 114 National Tests of Basic Skills
- 115 National Achievement Tests Comprehensive Assessment Program
- 116 National Assessment of Education Progress (NAEP)
- 117 Physical Fitness
- 118 Preliminary Scholastic Aptitude Test I (PSAT I)
- 119 Preliminary Scholastic Aptitude Test II (PSAT II)
- 120 Science Research Associates Achievement Tests
- 121 Science Research Associates Survey of Basic Skills
- 122 Stanford Diagnostic Reading Test
- 123 Stanford Achievement Tests (e.g., SAT 9)
- 124 Stanford Test of Academic Skills
- 125 Sequential Tests of Educational Progress
- 126 Test of Adult Basic Education (TABE)
- 127 Tests of Achievement and Proficiency
- 128 The 3 R's Test
- 129 California State Adopted Test
- 130 Local / District Adopted Test
- 131 American College Testing Program (ACT)
- 132 ACT Explore
- 133 Scholastic Assessment Test I (SAT I)
- 134 Scholastic Assessment Test II (SAT II)
- 135 Advanced Placement Exam
- 136 International Baccalaureate – Higher Level Exam
- 137 College Level Entrance Program (CLEP)
- 138 Test of English as a Foreign Language (TOEFL)
- 139 STAR Standards-Based Tests
- 140 CA High School Proficiency Exam (CHSPE)

141 California Alternate Performance Assessment (CAPA)

Language Tests:

- 200** Basic Inventory of Natural Language (BINL)
- 201** Bilingual Syntax Measure (BSM I / II)
- 202** Idea Oral Language Proficiency Tests (IPT I & II)
- 203** Pre-Idea Oral Language Proficiency Test (Pre-IPT)
- 204** Idea Reading and Writing Proficiency Tests
- 205** Language Assessment Battery (LAB)
- 206** Language Assessment Scales – Reading/Writing (LAS-R /W)
- 207** Language Assessment Scales (LAS-O) I & II
- 208** Pre-Language Assessment Scales (Pre-LAS)
- 209** Peabody Picture Vocabulary Test
- 210** Quick Informal Assessment – Oral & Written
- 211** Quick Start Exam (QSE)
- 212** Woodcock Language Proficiency Battery – Revised (WLPB-R)
- 213** Woodcock-Munoz Language Survey (WMLS)
- 214** Selected Achievement Tests in Native Languages
- 215** Basic Elementary Skills Test (BEST)
- 216** Bateria Woodcock-Munoz Revisada
- 217** Brigance: assessment of Basic Skills – Spanish Edition
- 218** Riverside Test (La Prueba Riverside de Realizacion)
- 219** Spanish Assessment of Basic Education (SABE)

Special Education Tests:

- 300** Special Education Tests
- 301** Clinical Evaluation of Language Functioning (CELF)
- 302** Expressive One Word Picture Vocabulary Test
- 303** Goldman-Fristoe Test of Articulation
- 304** Receptive One Word Picture Vocabulary Test
- 305** Test of Language Development (TOLD)
- 306** Test of Auditory Perceptual Skills (TAPS)
- 329** Other Special Education Language Test (specify)

Other:

- 400** Vocational Education Tests
- 999** Other test (specify)

Appendix N – Subtests

For use, see data element: 09.11.01

401	Algebra I
402	Algebra II
403	American History and Social Studies
100	Applications
101	Applied Proficiency Skills
102	Art - Drawing
103	Art - General
104	Art History
105	Auditory Discrimination
106	Auditory Vocabulary
107	Basic Battery
404	Biology (E/M) – Ecological or Molecular
108	Biology (General)
405	Biology E (Ecological)
406	Biology M (Molecular)
407	Biology-Life Sciences
408	Calculus
109	Calculus AB
110	Calculus BC
409	California History, Geography and Government
111	Capitalization
112	Chemistry (General)
411	Chinese (Reading & Listening)
410	Chinese Language
115	Complete Battery
116	Composite
117	Comprehension
118	Computation
412	Computer Science
113	Computer Science - A
114	Computer Science - B
414	Computer Science AB
119	Concepts/Applications
120	Content Area Reading
121	Core Total
122	Decoding
415	Earth Science
417	Earth Science: Astronomy and Cosmology
416	Earth Science: Investigation and Experimentation
418	Earth Science: Solid Earth
123	Economics - Macro
124	Economics - Micro
125	Educational Ability Series
126	English
127	English A
128	English B

420	English Language Proficiency Test
129	English Language/Composition
130	English Literature/Composition
131	English: Rhetorical Skills
132	English: Usage and Mechanics
419	English-Language Arts
421	Environment
422	Environmental Science
133	European History
134	Expression
135	Expression – Advanced Reading
136	Expression Total
137	Fast Reading
138	Fluency
139	Foreign Language A
140	Foreign Language B
424	French (Reading & Listening)
423	French (Reading)
141	French Language
142	French Literature
425	Geometry
427	Geometry: Angle Relationships, Constructions and Lines
426	Geometry: Logic and Geometric Proofs
429	German (Reading & Listening)
428	German (Reading)
143	German Language
144	Government & Politics - Comparative
145	Government & Politics – United States
146	Grammar
147	History (American)
148	History (European)
430	History-Social Science
431	History-Social Science (Cumulative)
432	Integrated Mathematics 1
433	Integrated Mathematics 2
434	Integrated Mathematics 3
435	Integrated Science
436	International English Language (APIEL)
149	Interpreting Literature and the Arts
439	Italian (Reading & Listening)
438	Italian (Reading)
437	Italian Language
441	Japanese (Reading & Listening)
440	Japanese Language
443	Korean (Reading & Listening)
442	Korean Language
150	Language
151	Language Arts
152	Language Expression
153	Language Mechanics
154	Language Total
155	Latin – Catulus & Horace
156	Latin - Vergil

446	Latin (Reading & Listening)
445	Latin (Reading)
444	Latin Language
447	Latin Literature
157	Letters and Sounds
448	Life Science
158	Listening
159	Listening Comprehension
160	Literary Materials
449	Literary Response and Analysis
450	Literature
451	Macroeconomics
161	Materials Total
460	Math Level I C
461	Math Level II C
162	Mathematics (General)
453	Mathematics Analysis
163	Mathematics Computation
164	Mathematics Concepts
165	Mathematics Concepts and Applications
166	Mathematics Problems
459	Mathematics Reasoning
167	Mathematics Total
455	Mathematics: Algebra & Functions
168	Mathematics: Concepts/Problem Solving
169	Mathematics: Geometry
456	Mathematics: Measurement & Geometry
454	Mathematics: Number Sense
170	Mathematics: Preliminary Algebra and Algebra
171	Mathematics: Problem Solving (i.e., also referred to as “Problem Solving”)
458	Mathematics: Procedures (i.e., “Procedures”)
457	Mathematics: Statistics, Data Analysis & Probability
172	Mechanics
452	Microeconomics
464	Modern Hebrew (Reading & Listening)
463	Modern Hebrew (Reading)
462	Modern Hebrew Language
173	Music Listening & Literature
174	Music Theory
175	Number System and Numeration
176	Oral Comprehension
177	Overall Comprehension
465	Partial Battery
178	Phonetic Analysis
466	Physical Science
179	Physics (General)
467	Physics B
180	Physics C - Electricity & Magnetism
181	Physics C - Mechanics
468	Probability and Statistics
182	Pronunciation
183	Psychology

469	Psychology – Introductory
184	Punctuation
185	Quantitative Thinking – Advanced Skills
186	Quantitative Thinking Total
187	Reading
470	Reading and Language Arts
188	Reading Comprehension
189	Reading Rate
190	Reading Total
472	Reading Vocabulary
191	Reading: Arts and Literature
471	Reading: Literary Response and Analysis
192	Reading: Social Studies and Science
193	Reference Materials
194	Reference Skills
195	Research Skills
196	Scanning and Skimming
197	Science
198	Science Reasoning
473	Social Science
199	Social Studies
200	Sound Recognition
201	Sources of Information
475	Spanish (Reading & Listening)
474	Spanish (Reading)
202	Spanish Language
203	Spanish Literature
231	Speaking
476	Speaking/Listening
204	Spelling
477	Statistics
205	Structural Analysis
206	Structure and Written Expression
207	Study Skills
478	Summative Mathematics Standards Test
208	Survey of Applied Skills
479	Thinking Skills
480	Three R's Total
209	Total Battery
210	Total Language
211	Total Mathematics
212	Total Reading
482	Total Reading and Writing
213	Total Reading Oral
214	Total Subtest
215	Total Test
483	Trigonometry
216	U.S. History
484	U.S. History and Geography
217	Usage
218	Usage and Expression
485	Using Information
219	Using Sources of Information

220	Visual Materials
221	Visual Recognition
222	Vocabulary
223	Word Analysis
486	Word Analysis and Vocabulary
224	Word Attack
225	Word Parts
226	Word Reading
227	Word Recognition Skills
228	Word Study Skills
487	World History
488	World History and Geography
489	World History and Geography: Ancient Civilizations
490	World History and Geography: Medieval and Early Modern Times
491	Writing
492	Writing Applications
229	Writing Skills
493	Writing Strategies
494	Written and Oral Language Conventions
230	Written Expression

Physical Fitness Assessment:

Aerobic capacity:

300	Progressive aerobic cardiovascular endurance run (PACER)
301	One mile walk / run

Body composition:

302	Percent fat
303	Body mass index

Muscle strength:

304	Abdominal curl up
305	Trunk lift

Endurance:

306	Push up
307	Modified pull up
308	Pull up
309	Flex arm hang

Flexibility:

310	Back saver sit and reach
311	Shoulder stretch

Other:

990	Custom Subtest
999	Other Subtest (<i>specify in DE 09.11.02</i>)

Appendix O – Activity or Award Types

For use, see data element: 10.02

Sports:

100	Archery
101	Badminton
102	Baseball
103	Basketball
104	Bowling
105	Boxing
106	Crew
107	Cross Country
108	Diving
109	Field Hockey
110	Fencing
111	Football
112	Golf
113	Gymnastics
114	Ice Hockey
115	Lacrosse
116	Martial Arts
117	Polo
118	Racquetball
119	Rugby
120	Sailing
121	Skiing
122	Soccer
123	Softball
124	Squash
125	Swimming
126	Synchronized Swimming
127	Team Handball
128	Tennis
129	Track and Field
130	Volleyball
131	Water Polo
132	Wrestling
133	Rodeo
134	Scuba Diving
135	Team Manager
136	Cheerleading
137	Snowboarding
199	Other Sport

Student Leadership and Government:

- 200 Student Body President
- 201 Student Body Officer
- 202 Class President
- 203 Class Officer
- 299 Other Student Leadership and Government

Music / Art / Performing Arts:

- 300 Music – Vocal
- 301 Music – Instrumental
- 302 Music – Theory and Composition
- 303 Band
- 304 Orchestra
- 305 Jazz Ensemble
- 306 Chorus
- 307 Other Music
- 308 Theater/Drama
- 309 Art and Graphic Design
- 310 Dance
- 311 Dance Team
- 312 Drill Team
- 399 Other Performing Arts

Journalism, Broadcasting or Yearbook:

- 400 Journalism
- 401 Broadcasting
- 402 Year Book
- 403 Literary Magazine
- 499 Other Journalism, Broadcasting or Yearbook

Clubs and Other Organizations:

- 500 Speech/Debate
- 501 Drama Club
- 502 Spanish Club
- 503 Latin Club
- 504 German Club
- 505 Russian Club
- 506 Italian Club
- 507 French Club
- 508 Portuguese Club

- 509** Science Club
- 510** Art Club
- 511** Computer Club
- 512** Future Business Leaders of America
- 513** Future Teachers of America
- 514** Future Farmers of America
- 515** Future Homemakers of America
- 516** Health Occupations Students of America
- 517** Distributive Education Clubs of America (DECA)
- 518** Peer Counseling
- 519** Tutoring
- 520** Student Against Drunk Driving (SADD)
- 521** Key Club
- 522** Boy Scouts
- 523** Girl Scouts
- 524** 4H
- 525** Chess Club
- 526** Sorority
- 527** Fraternity
- 599** Other Club or Organization

Community Service and Volunteer Work:

- 600** Community Service
- 601** Volunteer Work
- 602** Church Service
- 699** Other Community Service or Volunteer Work

Honor Society:

- 700** National Forensics League
- 701** National Honor Society
- 702** Academic Team/Brain Bowl
- 703** Beta Club
- 704** Mu Alpha Theta
- 705** Psi Eta (Science Honorary)
- 706** Thespian Society
- 799** Other Honor Society

Other Activity:

- 999** Other Activity

Academic Awards:

- 800** Scholar Award with Honor
- 801** Scholar Award with Distinction
- 802** State Scholar Award
- 803** National Scholar Award
- 804** National and State Scholar Award
- 805** Class Valedictorian
- 806** Class Salutatorian
- 807** National Merit Scholar
- 808** California Scholarship Federation
- 809** Assessment in Career Education (ACE) Exam Award of Excellence

Other Award:

- 899** Other Award

Appendix P – Reasons for Discipline

For use, see data element: 11.05

- 10 Possessing, selling or furnishing a firearm (EC 48915(c)(1))
- 11 Brandishing a knife at another person (EC 48915(c)(2))
- 12 Unlawfully selling a controlled substance (EC 48915(c)(3))
- 13 Committing or attempting to commit a sexual assault or battery (EC 48915(c)(4) or 48900(n))
- 14 Caused serious physical injury to another person (EC 48915(a)(1))
- 15 Possession of knife, explosive or other dangerous object (EC 48915(a)(2))
- 16 Unlawful possession of any controlled substance (EC 48915(a)(3))
- 17 Robbery or extortion (EC 48915(a)(4) or 48900(e))
- 18 Assault or battery upon any school employee (EC 48915(a)(5))
- 19 Caused, attempted to cause, or threatened serious physical injury to another person (EC 48900(a)(5))
- 20 Willfully used force or violence on another person (EC 48900(a)(1))
- 21 Possessed, sold or furnished firearm, knife, explosive or other dangerous object (EC 48900(b))
- 22 Unlawfully possessed, used, sold, furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant (EC 48900(c))
- 23 Selling or delivering material represented to be a controlled substance (EC 48900(d))
- 24 Caused or attempted to cause damage to school or private property (EC 48900(f))
- 25 Stole or attempted to steal school property or private property (EC 48900(g))
- 26 Possessed or used tobacco or nicotine products (EC 48900(h))
- 27 Committed an obscene act or engaged in habitual profanity or vulgarity (EC 48900(I))
- 28 Unlawfully possessed, or unlawfully offered or arranged to sell drug paraphernalia (EC 48900(j))
- 29 Disruption of school activities or willfully defying the valid authority of school personnel (EC 48900(k))
- 30 Knowingly received stolen school property or private property (EC 48900(l))
- 31 Possession of an imitation firearm (EC 48900(m))
- 32 Harassed, threatened or intimidated a pupil who is a witness (EC 48900(o))
- 33 Engaged in sexual harassment (EC 48900.2)
- 34 Attempted to cause, threatened to cause, or participated in an act of hate violence (EC 48900.3)
- 35 Engaged in harassment, threats, or intimidation against a pupil or group of pupils (EC 48900.4)
- 36 Made terrorist threats against school officials or school property (EC 48900.7)
- 37 Determined by a hearing officer (federal IDEA)

Appendix Q – CBEDS Staff Assignment Areas

For use, see data element: 13.09.01

Teacher Assignments

Self-contained Classroom:

- 1015 Kindergarten or pre-first
- 1001 Grade 1
- 1002 Grade 2
- 1003 Grade 3
- 1004 Grade 4
- 1005 Grade 5
- 1006 Grade 6
- 1007 Grade 7
- 1008 Grade 8
- 1009 Combination class (any of grades K-3)
- 1010 Combination class (any of grades 4-8)
- 1012 Combination class (including grades 3-4)
- 1011 Other self-contained classroom assignment (not single-subject)
- 2016 Continuation class
- 2017 Community day class

Special Education:

- 3000 Special Day classes/centers
- 3001 Resource specialist
- 3004 Resource specialist (non-teaching assignment)
- 3002 Itinerant consulting teacher

Designated instruction and services:

- 3103 Home/hospital special education instruction
- 3104 Adaptive physical education
- 3105 Special education driver education/training
- 3106 Vocational special education teacher
- 3007 Other instructional staff

Other Instruction-Related Assignments:

- 6004 Resource teacher (not Special Education)
- 6001 Skills center specialist/study skills
- 6003 Full-time teaching principal or superintendent
- 6005 Independent study teacher
- 6007 Alternative/opportunity education teacher
- 6013 Home or hospital teaching
- 6014 Day to Day substitute (permanent employee)
- 6023 Advancement Via Individual Determination (AVID)
- 2536 Peer counseling/conflict management
- 6098 Other teaching assignment

Support Teaching Assignments (Elementary):

2880 Art
2489 Computer Education
2488 Mathematics
2380 Music
2580 Physical Education
2180 Reading Improvement
6080 Resource Teacher (not Special Education)
2680 Science
2280 Foreign Language

Non-Teaching Assignments:

6002 Homeroom, study hall
6006 Distance Learning (classroom monitor)
6010 Mentor teacher
6017 Resource teacher
6011 Peer Assistance Review (PAR)
6019 Beginning Teacher Support and Assessment (BTSA)

Teacher Assignments—by Subject Area

Art:

2800 Ceramics
2801 Design
2802 Crafts
2803 Art history
2804 Art appreciation
2805 Photography
2806 Drawing
2807 Painting
2808 Advertising design
2809 Cinematography
2810 Basic art
2811 Jewelry
2812 Sculpture
2813 Fashion design
2814 Fiber and textiles
2817 Printmaking
2818 Multicultural art/folk art
2819 Lettering/calligraphy
2820 Computer art/graphics
2821 Yearbook
2898 Other art course (including combinations of above)

Computer Education:

- 2450 Computer literacy
- 2451 Computer programming
- 2453 Computer science
- 2454 Computer lab
- 2458 Other computer education course (including combinations of above)
- 2455 Web Design

Dance:

- 2352 Dance choreography and production
- 2353 Dance, movement, and rhythmic activities
- 2354 Folk/ethnic dance
- 2355 Dance fundamentals
- 2356 Independent or advanced study
- 2357 Ballet, modern, jazz dance
- 2358 Other dance course

Drama/Theater:

- 2900 Theater/play production
- 2901 Drama/creative dramatics
- 2904 Theater workshop
- 2905 Technical theater/stagecraft
- 2906 Television production
- 2908 Media arts (individual or inclusive)
- 2910 History/appreciation of drama/theater arts
- 2998 Other drama/theater course (including combinations of above)

English:

- 2100 Reading improvement/developmental reading/reading recovery
- 2101 Comprehensive English
- 2105 American literature
- 2106 English literature
- 2107 Ethnic literature
- 2108 World literature
- 2109 Other literature
- 2110 English language development
- 2111 Journalism
- 2112 Speech
- 2113 Composition
- 2114 Advanced composition
- 2115 Forensics
- 2116 Language structure/language arts (traditional grammar, transformational grammar, structural linguistics)
- 2117 Science fiction
- 2120 Reading (state-funded Miller-Unruh specialist)
- 2198 Other English course (including combinations of above)

Foreign Languages:

- 2214 Chinese (first and second year)
- 2215 Chinese (advanced)
- 2204 French (first and second year)
- 2205 French (advanced)
- 2200 German (first and second year)
- 2201 German (advanced)
- 2202 Italian (first and second year)
- 2203 Italian (advanced)
- 2216 Japanese (first and second year)
- 2217 Japanese (advanced)
- 2212 Korean (first and second year)
- 2213 Korean (advanced)
- 2210 Latin (first and second year)
- 2211 Latin (advanced)
- 2218 Portuguese (first and second year)
- 2219 Portuguese (advanced)
- 2208 Russian (first and second year)
- 2209 Russian (advanced)
- 2206 Spanish (first and second year)
- 2207 Spanish (advanced)
- 2220 Vietnamese (first and second year)
- 2221 Vietnamese (advanced)
- 2223 Chinese (for native speakers)
- 2224 Korean (for native speakers)
- 2225 Spanish (for native speakers)
- 2226 Other language course (for native speakers)
- 2230 American sign language
- 2298 Other foreign language course (including combinations of above)

Health Education:

- 2535 Health education
- 2531 Drug/alcohol/smoking education
- 2532 Family life education
- 2533 Sexually transmitted disease education
- 2534 Nutrition
- 2537 Life skills
- 2538 Other health education course (including combinations of above)

Humanities:

- 2748 Any humanities course

Mathematics:

- 2400 General mathematics/basic mathematics/ vocational mathematics
- 2401 Consumer mathematics/senior mathematics
- 2402 Remedial mathematics/proficiency development
- 2403 Beginning algebra
- 2404 Intermediate algebra
- 2405 Plane geometry
- 2406 Solid geometry
- 2407 Trigonometry
- 2408 Intermediate algebra and trigonometry
- 2409 Solid geometry/trigonometry
- 2410 Probability/statistics
- 2411 Modern abstract algebra
- 2414 Analytic geometry/pre-calculus
- 2415 Calculus
- 2417 Advanced algebra/advanced geometry/symbolic logic/number theory
- 2418 Independent study in mathematics (non-advanced course content)
- 2419 Independent study in mathematics (advanced course content)
- 2420 Math A
- 2421 Math B
- 2423 Accelerated mathematics (any of gr 4-8)
- 2424 Pre-algebra
- 2425 Integrated mathematics I (college preparatory)
- 2426 Integrated mathematics II (college preparatory)
- 2427 Integrated mathematics III (college preparatory)
- 2428 Beginning Algebra Part 1 (first year of a 2-year course)
- 2429 Beginning Algebra Part 2 (second year of a 2-year course)
- 2430 Integrated Mathematics IV (college preparatory)
- 2498 Other mathematics course (including combinations of above)

Music:

- 2300 Band
- 2301 Jazz band
- 2302 Stage band
- 2303 Orchestra
- 2305 Chorus/choir
- 2306 Vocal jazz /jazz choir
- 2307 Music appreciation/history/literature
- 2308 Music theory
- 2309 Composition/songwriting
- 2310 Instrumental music lessons (brass, guitar, keyboard, percussion, recorders, strings, woodwinds)
- 2311 Recorder ensemble
- 2313 Swing/show choir
- 2314 Chamber/madrigal/vocal ensemble
- 2315 Classroom/general/exploratory music
- 2316 Voice class
- 2320 Electronic music
- 2321 Computers in music
- 2322 Musical theatre

2398 Other music course (including combinations of above)

Physical Education:

2500 Physical education
2501 Dance, all phases
2502 Athletic practice, not extracurricular
2598 Other physical education course (including combinations of above)

Special Designated Subjects:

2505 Military Science
2545 Driver education
2546 Driver training
2548 Other safety education course
2602 Aviation education

Science:

2600 Astronomy
2601 Aerospace education
2603 Biology
2604 Advanced biology
2605 Botany
2606 Zoology
2607 Chemistry
2608 Advanced chemistry
2609 Oceanography
2610 Physical science
2611 General science
2612 Environmental studies
2613 Physics
2614 Advanced physics
2615 Anatomy
2617 Conservation
2618 Earth science
2619 Energy education
2620 Geology
2621 Life science
2622 Meteorology
2623 Physiology
2624 Science projects
2625 Space science
2626 Coordinated/integrated science I (no first year chemistry or physics)
2627 Coordinated/integrated science II (no first year chemistry or physics)
2628 Coordinated/integrated science III (no first year chemistry or physics)
2629 Coordinated/integrated science IV (no first year chemistry or physics)
2633 Pacesetter science
2635 Conceptual chemistry
2636 Conceptual physics

- 2640 Coordinated/integrated science I (with first year chemistry)
- 2641 Coordinated/integrated science II (with first year chemistry)
- 2642 Coordinated/integrated science III (with first year chemistry)
- 2643 Coordinated/integrated science IV (with first year chemistry)
- 2644 Coordinated/integrated science I (with first year physics)
- 2645 Coordinated/integrated science II (with first year physics)
- 2646 Coordinated/integrated science III (with first year physics)
- 2647 Coordinated/integrated science IV (with first year physics)
- 2648 Coordinated/integrated science I (with both first year physics and chemistry)
- 2649 Coordinated/integrated science II (with both first year physics and chemistry)
- 2650 Coordinated/integrated science III (with both first year physics and chemistry)
- 2651 Coordinated/integrated science IV (with both first year physics and chemistry)
- 2698 Other science course (including combinations of above)

Social Science:

- 2700 Anthropology
- 2701 Economics
- 2702 Physical geography
- 2703 Principles of American democracy/government and civics
- 2705 International studies
- 2706 Comparative political systems
- 2707 Current events
- 2708 California history
- 2709 United States history
- 2710 Ethnic studies
- 2711 World history: survey
- 2712 Other history, culture, geography: survey
- 2713 Philosophy
- 2714 Psychology
- 2715 Sociology
- 2719 Student government
- 2722 Career education
- 2724 World regional geography
- 2726 Comparative world religions
- 2728 World cultures
- 2730 Women's history
- 2732 Law-related education
- 2734 History-social science (social studies) (any of grades K-8)
- 2798 Other social science course (including combinations of above)

Teacher Assignments—Advanced Placement (AP) for Grades 9-12 ONLY

Use the following Advanced Placement (AP) course assignment codes only if the course is certified by your school principal as meeting the requirements for the AP program sponsored by the College Board.

Art:

2870 History of Art
2871 Studio Art: General Portfolio
2872 Studio Art: Drawing Portfolio

Computer Science:

2470 Computer Science A
2471 Computer Science AB

English:

2170 English Language and Composition
2171 English Literature and Composition
2172 International English Language

Foreign Language:

2270 French Language
2271 French Literature
2272 German Language
2273 Latin-Vergil
2274 Latin-Literature
2275 Spanish Language
2276 Spanish Literature

Mathematics:

2480 Calculus AB
2481 Calculus BC
2483 Statistics

Music:

2370 Music Theory

Science:

2670 General Biology
2671 General Chemistry
2672 Physics B
2673 Physics C
2674 Environmental Science

Social Science:

2770 Macroeconomics
2771 Microeconomics
2772 Comparative Government and Politics
2773 United States Government and Politics
2774 European History
2775 United States History
2776 Psychology
2777 Human Geography
2778 World History

Teacher Assignments–International Baccalaureate (IB)

Use the following International Baccalaureate (IB) Course assignment codes only if the course is certified by your school principal as meeting the requirements for the IB program.

Computer Education:

2465 Computer Science
2466 Information Technology in a Global Society

English:

2160 Language A1 (English)-literature

Fine and Performing Arts:

2360 Music
2860 Art/Design
2960 Theater Arts

Foreign Language:

2260 Language A (non-English)
2261 Language B
2262 Classical languages
2263 Language A2

2264 Ab initio

Humanities:

2768 Theory of Knowledge

Mathematics:

2460 Mathematical Studies
2461 Mathematical methods
2462 Mathematics higher level
2463 Advanced mathematics

Science:

2660 Biology
2661 Chemistry
2662 Physics
2664 Environmental systems
2666 Design Technology

Social Science:

2760 Economics
2761 Geography
2762 History
2763 Psychology
2764 Philosophy
2765 Social anthropology
2766 Business organization
2767 History of the Islamic world

Teacher Assignments–International Baccalaureate Middle Years Program (MYP):

2861 Visual Arts (Middle Years Program)
2961 Drama (Middle Years Program)
2361 Music (Middle Years Program)
2769 Humanities (history and/or geography) (Middle Years Program)
2161 Language A (Middle Years Program)
2265 Language B (Middle Years Program)
2467 Algebra (I or II) (Middle Years Program)
2468 Geometry and/or Trigonometry (Middle Years Program)
2469 Integrated Math Program (IMP) (Middle Years Program)
2464 Coordinated Program of Math (CPM) (Middle Years Program)
2560 Physical Education (Middle Years Program)
2665 Science (biology, chemistry, or physics) (Middle Years Program)
2479 Computer Technology (Middle Years Program)
2667 Design Technology (Middle Years Program)

Teacher Assignments–Vocational Education

Work Experience Education:

4900 Work experience education

Agriculture Education:

4010 Crop and soil science
4020 Animal science
4030 Mechanics and engineering technology
4040 Business management and marketing
4050 Horticulture and the environment
4060 Forestry, natural resources, and rural recreation
4070 Basic agriculture (first year)
4080 Basic agriculture (second year)
4098 Other agriculture course

Business Education–Marketing:

4100 Advertising services
4101 Apparel and accessories
4102 Automotive and parts
4103 Financial services
4104 Floristry
4105 Food marketing
4106 Restaurant marketing
4107 General merchandise retailing
4108 Hardware/building materials
4109 Home furnishings
4110 Hotel and lodging
4111 Industrial marketing
4112 Insurance
4113 International trade
4116 Real estate
4117 Recreation and travel
4118 Transportation
4119 Customer service representative
4121 Small business ownership and management
4122 Marketing fundamentals
4198 Other marketing course

Business Education–Office:

4600 Accounting/computer accounting
4601 Computer operations/computer science
4608 Secretarial
4609 Administrative support

- 4610 Keyboarding (typing)
- 4613 General office occupations
- 4614 Word processing occupations
- 4615 Information processing
- 4618 Telecommunications
- 4620 Medical office occupations
- 4621 Legal office occupations
- 4623 Business technology
- 4630 Business economics
- 4633 Information systems management
- 4637 Business management
- 4650 Business career exploration (grades 6-9)
- 4698 Other office/computer course

Consumer Home Economics Education:

- 4310 Exploratory home economics (grades 6–8)
- 4311 Consumer home economics comprehensive core I
- 4312 Consumer home economics comprehensive core II
- 4321 Child development and guidance
- 4322 Articulated child development and guidance
- 4331 Clothing and textiles
- 4332 Articulated apparel construction
- 4341 Consumer education
- 4351 Family living and parenting education
- 4361 Food and nutrition
- 4362 Articulated nutritional science
- 4363 Articulated principles of food preparation
- 4371 Resource management
- 4381 Housing and furnishings
- 4391 Individual and family health
- 4396 Other articulated courses in consumer home economics
- 4398 Other consumer home economics course

Health Careers:

- 4224 Exploring health care (exploratory core)
- 4225 Introduction to health care (introductory core)
- 4226 Preparing to work in health care level 1 (preparatory core)
- 4227 Preparing to work in health care level 2 (advanced core)
- 4234 Dental services
- 4235 Dental services continuing education
- 4242 Medical office services
- 4243 Medical office services continuing education
- 4255 Support services
- 4256 Support services continuing education
- 4260 Therapeutic services
- 4262 Therapeutic services continuing education
- 4265 Diagnostic services
- 4266 Diagnostic services continuing education
- 4267 Preventive services

- 4268 Preventive services continuing education
- 4276 Health care information services
- 4277 Health care information services continuing education
- 4280 Nursing services
- 4288 Biotechnology services
- 4289 Biotechnology services continuing education
- 4294 Nursing services continuing education
- 4298 Other health careers course

Home Economics Related Occupations:

- 4400 Child care and development
- 4401 Teaching careers
- 4410 Fashion merchandising
- 4411 Fashion and textile design
- 4412 Apparel manufacturing, production, and maintenance
- 4420 Food and hospitality services
- 4421 Food and beverage production and preparation
- 4430 Interior design, furnishings, and maintenance
- 4441 Hospitality, tourism, and recreation
- 4442 Lodging services
- 4443 Travel related services
- 4444 Theme parks, attractions, and events
- 4451 Family and human services
- 4452 Elder care/intergenerational services
- 4461 Consumer, personal and financial services
- 4471 Food science, dietetics and nutrition
- 4472 Food science and technology
- 4498 Other home economic related occupations course

Industrial & Technology Education - Construction Technology:

- 5501 Introduction to construction
- 5502 Residential and commercial construction
- 5503 Apartment and home repair/remodeling
- 5504 Boat building
- 5505 Brick, block, and stonemasonry
- 5506 Building, mechanical
- 5507 Carpentry
- 5508 Concrete placing and finishing
- 5509 Construction equipment operation
- 5510 Cooling and refrigeration
- 5511 Drywall installation
- 5512 Electrician
- 5513 Floor covering installation
- 5514 Furniture making
- 5515 Glazing
- 5516 Heating and air conditioning
- 5517 Insulation installation
- 5518 Lineworker
- 5519 Locksmithing

5520 Millwork and cabinetmaking
5521 Painting and decorating
5522 Pipefitting and steamfitting
5523 Plastering
5524 Plumbing
5525 Roofing
5527 Stage technology
5528 Structural and reinforcement metalwork
5529 Tile setting
5530 Upholstering
5531 Woodworking
5549 Other construction technology course

Industrial & Technology Education - Electronics Technology:

5551 Introduction to electronics technology
5553 Avionics
5554 Biomedical equipment technology
5555 Business machine repair
5556 Communications electronics
5557 Computer electronics
5558 Computer service technology
5559 Electromechanical
5560 Electronic consumer products service
5561 Electronics technology
5562 Hybrid microelectronics
5563 Industrial electronics
5564 Instrument repair
5565 Instrumentation technology
5566 Major appliance repair
5567 Motor repair
5568 Small appliance repair
5570 Electronics assembly occupations
5598 Other electronics technology course

Industrial & Technology Education - Manufacturing Technology:

5601 Manufacturing/materials processing
5603 Computer numerical control
5604 Foundry
5605 Industrial ceramics manufacturing
5606 Jewelry design, fabrication, and repair
5607 Machine tool operation/machine shop
5608 Metal fabrication
5609 Metallurgy
5610 Optical goods
5611 Plastic/composites
5612 Robotics
5613 Sheet metal
5614 Tool and die making
5616 Welding: combination

- 5617 Welding: electric
- 5618 Welding: gas
- 5620 Specialized welding program
- 5649 Other manufacturing technology course

Industrial & Technology Education - Explorations in Industrial Technology (for grades K-8):

- 5940 Exploring technology (general industrial arts)
- 5945 Communications technology (drafting, electronics)
- 5950 Construction technology (wood shop)
- 5955 Manufacturing technology (metal shop)
- 5960 Power, energy and transportation (auto shop)

Industrial & Technology Education - Power, Energy & Transportation Technology:

- 5651 Introduction to power, energy, and transportation
- 5652 Automotives
- 5653 Aircraft mechanics, combination
- 5654 Automotive body repair & refinishing, combination
- 5655 Automotive mechanics, combination
- 5657 Diesel equipment mechanics
- 5658 Heavy equipment maintenance and repair
- 5659 Marine powerplant maintenance
- 5660 Motorcycle repair
- 5661 Small engine repair
- 5662 Truck and bus driving
- 5664 Automotive body repair
- 5666 Automotive painting and refinishing
- 5670 Automatic transmission/transaxle
- 5671 Manual drive train and axles
- 5672 Transmissions/drive trains, combination
- 5674 Brakes
- 5675 Suspension and steering
- 5676 Brakes/suspension and steering, combination
- 5678 Engine performance (including emission control)
- 5679 Electrical systems
- 5680 Engine performance/electrical systems, combination
- 5682 Engine repair
- 5684 Engine performance/engine repair, combination
- 5686 Heating and air conditioning
- 5688 Automotive specialty, other combinations
- 5698 Other power, energy, and transportation course

Industrial & Technology Education - Visual Communications, Drafting:

- 5701 Drafting occupations
- 5703 Architectural drafting
- 5704 Civil/structural drafting
- 5705 Computer-aided drafting/design

5706 Electrical/electronic drafting
5707 Technical drafting
5708 Piping drafting
5709 Technical illustration
5710 Blueprint reading
5749 Other visual communication, drafting course

**Industrial & Technology Education - Visual Communications,
Graphics:**

5751 Graphic communications
5753 Bookbinding
5754 Commercial art
5755 Commercial photography
5756 Composition, make-up, and typesetting
5757 Desktop publishing
5758 Photoengraving
5759 Photography, lithography, and platemaking
5760 Photographic laboratory and darkroom
5761 Printing press operations
5762 Silk screen making and printing
5770 Broadcasting technology
5798 Other visual communications, graphics course

Industrial & Technology Education - Diversified Occupations:

5811 Barbering
5812 Cosmetology
5814 Manicuring and pedicuring
5819 Other personal services course
5831 Fire control and safety
5833 Firefighting
5839 Other fire technology course
5842 Corrections
5847 Law enforcement
5849 Security services
5859 Other law enforcement/security services course
5861 Custodial services
5862 Fabric maintenance services
5864 Textile production and fabrication
5865 Pool and spa service
5866 Bicycle repair
5869 Other diversified occupations course

Industrial & Technology Education - Applied Technology:

5970 Technology core, level 1
5972 Technology core, level 2
5975 Principles of technology
5980 Applied communications

5985 Applied mathematics

Administrative, Pupil Service, and Clinical or Rehabilitative Assignments

COUNTY/DISTRICT OFFICES

General Administration:

- 0100 Superintendent
- 0102 Deputy or associate superintendent (general)
- 0501 Non-certificated superintendent (including deputy, associate, or assistant superintendent)
- 0103 Administrative assistant (general)

Administrator (including associate or assistant superintendent, supervisor, director, coordinator) for:

- 0104 Finance/business
- 0105 Instructional/ curriculum services
- 0106 Public relations/information
- 0107 Staff personnel services
- 0108 Pupil personnel services
- 0109 Program evaluation/research
- 0110 Staff development
- 0111 Food services
- 0112 Data processing
- 0113 Transportation
- 0114 Welfare and attendance
- 0115 Health/medical services (not school nurse)
- 0139 Library/media services
- 0140 Media services
- 0150 Proficiency/competency
- 0151 Region/area
- 0152 Integration/desegregation
- 0153 Government relations/legal services
- 0156 Union representative
- 0117 Assistant administrator/consultant for any of above services
- 0116 Other central office service (including combinations of above)

Program/Subject Area Administrator (including associate or assistant superintendent, supervisor, director, coordinator) for:

- 0118 School improvement
- 0119 Bilingual education
- 0120 Vocational education
- 0121 Homemaking education
- 0122 Compensatory education
- 0124 Special education
- 0125 Federal/state-funded programs (general)
- 0126 Other program (including combinations of above)
- 0128 Elementary
- 0155 Secondary
- 0129 Reading/language arts

- 0130 Foreign languages
- 0131 Mathematics
- 0132 Science
- 0133 Social sciences
- 0134 Art/music
- 0135 Health
- 0136 Athletics
- 0149 Physical education
- 0141 Driver training
- 0142 Environmental education
- 0143 Instructional television
- 0144 Continuation education
- 0145 Year-round schools
- 0146 Summer schools
- 0147 Alternative education
- 0199 Advanced placement
- 0148 Independent study
- 0154 Work experience education
- 0157 Gifted and talented
- 0158 Technology coordinator
- 0159 Activities director
- 0171 Community day
- 0138 Assistant administrator/consultant for any of above programs or subject areas
- 0137 Other subject area (including combinations of above)

Pupil Service Assignments - Student Support Services:

- 0200 Counselor (elementary)
- 0201 Counselor (secondary)
- 0202 Psychologist
- 0203 Psychometrist
- 0204 Librarian/Library Media teacher
- 0205 Social worker
- 0206 Nurse
- 0209 Other medical professional

COUNTY/DISTRICT/SCHOOL SITES

Pupil Service Assignments - Special Education:

- 0224 Program specialist

Designated instruction and services (D.I.S.):

- 0208 Special education resource specialist
- 0211 Speech pathology/therapy/hearing specialist
- 0212 Audiology
- 0213 Physical therapy
- 0214 Vision therapy
- 0215 Guidance counselor
- 0216 Psychologist
- 0217 Parent counseling/training
- 0218 Nurse
- 0219 Social worker
- 0220 Recreation therapy

0221 Diagnostic staff
0222 Work study coordinator
0223 Occupational therapist
0225 Mobility instruction
0228 Other noninstructional staff

SCHOOL SITE

General Administration:

0300 Superintendent/principal
0301 Principal
0302 Associate administrator, assistant administrator or vice principal
(general)
6003 Full-time teaching principal or superintendent

Administrator (including associate, assistant, vice principal, director, supervisor, coordinator, dean) for:

0303 Instructional/curriculum services
0304 Pupil personnel services
0305 Food services
0306 Library/media services
0324 Union representative
0307 Other school-level services (including combinations of above)

Program Administrator (including associate, assistant, vice principal, supervisor, director, coordinator, dean) for:

0308 Bilingual education
0309 Vocational education
0311 Special education
0312 Federal/state-funded programs
0314 Elementary
0315 Secondary
0316 Athletics
0318 Continuation education
0319 Alternative education
0320 Independent study
0321 Work experience education
0322 Proficiency/competency
0323 Gifted and talented
0325 Activities director
0330 Community day
0317 Other program (including combinations of above)

Department Chair:

2199 English department chair
2299 Foreign Languages department chair
2359 Dance department chair
2399 Music department chair
2459 Computer Education department chair
2499 Mathematics department chair
2539 Health Education department chair
2549 Safety Education department chair

2599 Physical Education department chair
2699 Science department chair
2749 Humanities department chair
2799 Social Science department chair
2897 Fine and Performing Art department chair
2899 Art department chair
2999 Drama/Theater department chair
3009 Special Education department chair
4099 Agriculture Education department chair
4199 Business Education-Marketing department chair
4299 Health Careers department chair
4399 Consumer Home Economics Education department chair
4499 Home Economics Related Occupations department chair
4699 Business Education-Office department chair
5999 Applied Technology department chair, industrial and technology education
6099 Other Department chair (any combination of subject areas)

Pupil Service Assignments - Student Support Services:

0400 Counselor
0401 Psychologist
0402 Librarian/Library Media teacher
0403 Social worker
0404 School nurse
0408 Counselor (continuation education)
0409 Other medical professional
0407 Other student support services

Appendix R – Authorized Teaching Areas

For use, see data element: 13.10

CBEDS PAIF:

- 01 Elementary self-contained classroom
- 02 Special Education
- 03 Reading
- 04 Bilingual (BCC or BCLAD)
- 05 English Language Development (CLAD, LDS, ESL)
- 06 Specially Designed Academic Instruction in English (SDAIE)
- 07 Adult Education
- 08 Special Designated Subjects (driver education, driver training, ROTC, basic military drill, aviation flight or ground instruction)

Secondary subject-specific classroom:

- 10 General secondary (all subjects)
- 11 Agriculture
- 12 Art
- 13 Business
- 14 English
- 15 Foreign language
- 16 Health science
- 17 Home economics
- 18 Industrial and Technology
- 19 Life Science
- 20 Mathematics
- 21 Music
- 22 Physical Education
- 23 Physical Science
- 24 Social Science
- 25 Vocational

LANGUAGE CENSUS PART 5:

- 40 **CTC Bilingual Authorization:** Persons who (1) have valid Commission for Teacher Credentialing (CTC) Bilingual Cross-cultural Language and Academic Development (BCLAD) certificates, (2) Bilingual Cross-cultural Certificate of Competence (BCC), or (3) other CTC authorization for bilingual education including emergency or sojourn authorizations. (Note: District Designated Primary Language Teachers who have met CDE approved district-adopted criteria for primary language instruction may be included)
- 41 **In training for a CTC Bilingual Authorization:** Teachers in Training are teachers who, on an interim basis, have been teamed with a bilingual

paraprofessional (aide) to meet the primary language instruction staffing need in response to a district shortage of qualified bilingual teachers; or teachers who are documented to have the required language skills of the EL students (i.e., authorized foreign trained teachers providing content instruction in the native language) and not teamed with an aide. Each teacher should have completed or be currently enrolled in training that will qualify him or her for either (1) a bilingual certificate issued by the CTC; or (2) designation as a primary language teacher by the district. A description of the training program for these teachers should be included in the district's Plan to Remedy the Shortage of Qualified Staff or the most current EL Staffing Plan Annual Report.

- 42 Bilingual Paraprofessional (aide):** These aides should meet district criteria that ensure aides are (1) able to speak, understand, read, and write English and the primary language of the EL students; and are (2) familiar with the cultural heritage of the EL students.
- 44 Teacher with a CTC, SDAIE, or ELD Teaching Authorization:** Teacher who holds a valid regular California teaching credential and (1) who has a valid Crosscultural Language Academic Development (CLAD) or Language Development Specialist (LDS) certificate issued by the Commission for Teacher Credentialing (CTC); or (2) who holds an ESL supplementary authorization issued by the CTC. Also, a person holding any of the various bilingual teaching authorizations who is providing ELD only.
- 45 Teacher with SB1969 Certificate of Completion or District Designated (with CDE approval):** Teacher who holds an SB1969 certificate of completion of Staff Development or who is a CDE approved district designated ELD teacher (Option 3)
- 46 Teacher in training for SDAIE or ELD Teaching Authorization:** SDAIE Teacher in Training and providing SDAIE and ELD, or only SDAIE, to EL students; should be enrolled in either CLAD training or SB1969 staff development training with a SDAIE instructional focus. Teachers providing ELD only to EL students should hold a CTC ESL supplementary authorization, or be enrolled in either CLAD training, or SB1969 staff development training with an ELD focus for EL students in a self-contained classroom. A description of the training program for these teachers should be included in the district's Plan to Remedy the Shortage of Qualified Staff, or the most current EL Staffing Plan Annual Report.

Appendix S – Instructional and Support Services Offered

For use, see data element: 16.08

Carl Perkins Voc. Ed. -- Supportive Personnel:

- 300 Tutors
- 301 Aides
- 302 Bilingual aides/tutors
- 303 Interpreters for students with hearing deficiencies
- 304 Readers
- 305 Mobility aides
- 306 Counselors
- 307 Peer advisors
- 308 Special populations coordinators
- 309 Job placement specialists
- 310 Child care providers
- 399 Other (specify)

Carl Perkins Voc. Ed. -- Instructional Aids and Devices:

- 400 Computer assisted instruction
- 401 Braille materials and raised line drawings
- 402 Large print materials
- 403 Bilingual materials
- 404 Close captioned videos
- 405 Taped materials
- 406 Amplification systems
- 407 Inclusion of equity issues/topics
- 408 Alternative teaching strategies
- 409 Task analysis
- 410 Untraditional instructional formats, e.g. learning resources
- 499 Other (specify)

Carl Perkins Voc. Ed. -- Curriculum Modifications:

- 500 Inclusion of equity issues/topics
- 501 Alternative teaching strategies
- 502 Task analysis
- 503 Untraditional instructional formats, e.g., learning resources
- 599 Other (specify)

Carl Perkins Voc. Ed. -- Equipment Modification:

- 600 Lower or raise tables/workbenches
- 601 Computer adaptation
- 602 Special equipment purchase
- 699 Other (specify)

Carl Perkins Voc. Ed. -- Classroom Modification:

- 700 Lighting adjustment
- 701 Power source modification

- 702** Accessible workstation
- 799** Other (specify)

Carl Perkins Voc. Ed. -- Other Supplementary Services:

- 800** Transportation
- 801** Financial aid assistance
- 802** Assessment
- 803** Specialized Orientation
- 804** Registration Assistance
- 805** Vocational Education as a Second Language (VESL) classes

Migrant Education:

- 100** English for LEP
- 101** Reading
- 102** Language Arts not above
- 103** Mathematics
- 104** Vocational / Career
- 105** Social studies
- 106** Science
- 199** Other Instructional Service

Supplementary Services for Special Carl Perkins Vocational Education Populations – Recruitment:

- 200** 8th Grade orientation
- 201** Brochures and written announcements
- 202** Counseling and guidance

Appendix T – Community Service Types

For use, see data element: 16.14.01

Education – School Readiness

- 10 Child care
- 11 Head start / preschool
- 12 Parent literacy
- 13 Other school readiness (specify)

Education – School Success

- 14 In-class support
- 15 After school tutoring
- 16 After school mentoring
- 17 Service-learning coordinator
- 29 Other school success (specify)

Environment - Neighborhood Environment

- 70 Revitalizing neighborhoods
- 71 Eliminating environmental risks
- 72 Energy efficiency efforts, recycling
- 79 Other Neighborhood Environment (specify)

Environment – Natural Environment

- 80 Conserving and restoring public lands
- 81 Trail maintenance
- 82 Natural resource sampling, mapping and monitoring
- 89 Other Natural Environment (specify)

Human needs – Health

- 30 Independent living assistance
- 31 Supporting community health clinics
- 32 Prenatal care
- 33 Health care to families or young children
- 39 Other health (specify)

Human needs – Home

- 40 Shelter support for the homeless
- 41 Rehabilitating low-income housing
- 42 Public assistance transition support
- 49 Other home (specify)

Public Safety - Crime Prevention

- 50 Violence prevention patrols
- 51 Conflict resolution/Community mediation
- 52 Reduction of substance abuse

- 53** After school activities
- 59** Other Crime Prevention (specify)

Public Safety – Crime Control

- 60** Community policing
- 61** Victim assistance
- 62** Anti-victimization programs
- 63** Juvenile justice programs
- 69** Other Crime Control (specify)

Other:

- 99** Other (specify)