



Data Formats: WDE-684 Teacher/Course/Student (TCS) Data Collection

Collection Dates: 03/12/2008 - 03/28/2008

Based on 03/12/2008 snapshot

This document contains all the information needed to manage the data elements for the combined 671/Precode and TCS reports

A summary of the information in this document is as follows:

Report Elements

Business Rules

CSV format

SIF format

Contact Info

Any updates to this document will be sent out to all districts as needed.

Version 3

This page explains the code values or keys that are used on the tabs in this document.

CODE KEYS on the Business Rules Tab:

| Violation Severity | Description |
|--------------------|----------------|
| F | Fatal Error |
| W | Warning |
| T | Truncate field |

| Check Levels | Description |
|--------------|--|
| 1 | The error is solely with the form of that field or its content. |
| 2 | The error comes from comparing the field to the existence or value of another field in the submission. |
| 3 | The error comes from comparing the field to a list or value external to the submission. |

| Term | Description |
|-----------------|---|
| Name Characters | Name characters are the characters that are valid in a person's name. These values are: Alpha, apostrophes, hyphens, spaces and the number 3. |
| WDE685 | Uncertified TCS Collections. This collection is used for automated collection of district data. |
| WDE684 | Certified TCS Collections. This collection is used when data is collected for official purposes such as for state reports or for data used to generate test booklet labels. |

Version 3

| WDE684 - Student Data Elements | | | | |
|--------------------------------|-----------------------|--------|--|--|
| Field # | Field Name | Length | Valid Values / Format Notes | Definitions |
| 1 | WISERID | 8 | Must conform to the rules for valid WISER IDs. | The WDE 8-digit state assigned student record identifier |
| 2 | StudentLastName | 1-25 | Name characters | Student's last name |
| 3 | StudentFirstName | 1-15 | Name characters | Student's first name |
| 4 | StudentMiddleName | 0-15 | Name characters (Optional) | Student's middle name or initial |
| 5 | StudentGradeLevel | 2 | PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12 | Report students based on their current grade level placement with the following considerations. This should be the same grade level for which they will be reported in the year-end ADM report. PK- Pre Kindergarten KG- Full day Kindergarten HK- Half day Kindergarten |
| 6 | StudentDateOfBirth | 8 | YYYYMMDD | Student's date of birth |
| 7 | StudentGender | 1 | M, F | Student's gender |
| 8 | SchoolID | 7 | A valid school ID. It must be within the district identified by field #9. | The WDE 7-digit ID for the school of the student's enrollment. |
| 9 | DistrictID | 7 | A valid 7-digit district ID. | The WDE 7-digit ID for the district of the student's enrollment. |
| 10 | StudentNameSuffix | 0-8 | Alpha and periods (Optional) | Generation indicator i.e. Sr, Jr, III |
| 11 | StudentEthnicity | 1 | A, B, H, I, W | A- Asian or Pacific Islander B- Black H- Hispanic I- American Indian or Alaskan Native W- White |
| 12 | StudentIDEA | 1-3 | Y, Yes, N, No | Does this student have an Individual Education Plan (IEP) under IDEA? |
| 13 | StudentELL | 1-3 | Y, Yes, N, No | Status of the student with respect to the district's English Language Learner (ELL) program. English Language Learner (ELL) Student. Any student on October 1: (i.)Who is newly enrolled in the district or who enrolled in the district after the State annual ELL assessment was given in the prior school year; and has been identified and evaluated by the district as being of limited English proficiency; or (ii.)Who is returning to the district from the previous school year; and (A) Who took the State's annual ELL assessment in the prior school year and has not yet achieved the "proficiency" level (grades K-2) or the "transitional" level (grades 3-12). |
| 14 | StudentELLMonitoring | 0-1 | 1, 2 (Required data element for any student that exited the ELL program during the previous two years) | Is this student in year 1 or year 2 ELL monitoring? Once an ELL student has achieved the "proficiency" or "transitional" level on the WELLA, they are required to be monitored for 2 years. 1 - former ELL student, year 1 monitoring status 2 - former ELL student, year 2 monitoring status |
| 15 | StudentSection504 | 1-3 | Y, Yes, N, No | Is this student on a 504 accommodation plan? |
| 16 | StudentTitle1 | 1-3 | Y, Yes, N, No | Is this student a Title I student? All students in a school-wide Title I school are Title I students. |
| 17 | StudentMigrant | 1-3 | Y, Yes, N, No | Was this student eligible to participate or did this student participate in a summer Migrant Education Program in any of the prior three years? |
| 18 | StudentImmigrant | 1-3 | Y, Yes, N, No | Is this student Immigrant? To be counted as an immigrant a student must meet the following criteria. 1. Student is age 3 through 21 2. Student was not born in any state within the United States 3. Student has not attended one or more schools in the United States for more than three full academic years (Foreign Exchange students are NOT immigrant) |
| 19 | StudentHomeless | 1-3 | Y, Yes, N, No | Is this student homeless? |
| 20 | StudentGiftedTalented | 1-3 | Y, Yes, N, No | Is this student identified as "Gifted/Talented" according to your district's identification method? |

| WDE684 - Student Data Elements | | | | |
|---|-----------------------------|--------|---|---|
| Field # | Field Name | Length | Valid Values / Format Notes | Definitions |
| 21 | StudentLunch | 1 | F, N, R, S, X | F- Free Lunch Eligible N- Not Eligible for free or reduced lunches R- Reduced Price Lunch Eligible S- School provides all students free lunches (under Provision 3 of the USDA NSLP regulations) X- School does not participate in the School Lunch Program |
| 22 | StudentEnrolledSchool | 8 | YYYYMMDD | The date this student enrolled in the school. Use the most recent date if the student enrolled, left the school and then returned. |
| 23 | StudentEnrolledDistrict | 8 | YYYYMMDD | The date this student enrolled in the district. Use the most recent date if the student enrolled, left the district and then returned. |
| 24 | StudentConcurrentEnrollment | 1-3 | Y, Yes, N, No | Indicates whether the student record identifies a primary enrollment or a concurrent enrollment. A concurrent enrollment is an enrollment in a school where a student takes additional classes. The primary enrollment school is the official school used for reporting. |
| 25 | StudentHomeSchooled | 0-3 | Y, Yes, N, No | Is this student receiving their primary educational instruction in a home environment for reasons other than health and attending public school 50% or less of the school day? For districts that are SIF-enabled and do not have this field in their Student Information System at the time of this collection, this element will report blank. For any student that meets the above criteria, you must include data in this element. You may do this through the following process: 1) SIF your original data, 2) In the SRM, download your SIF data in a .CSV file, 3) Enter "Y" into the StudentHomeSchooled element for all students that meet these criteria, 4) Enter "N" into the StudentHomeSchooled element for all students that do not meet these criteria, and 5) Re-upload the updated .CSV file into the SRM. Be sure to send the updated file to the WDE. |
| WDE684 - Section Enrollment Data Elements | | | | |
| Field # | Field Name | Length | Valid Values / Format Notes | Definitions |
| 101 | LocalSectionID | 1-32 | | The section (specific class) of the course. For example: "Math 101 Rm 102 9am" |
| 102 | WISERID | 8 | Must conform to the rules for valid WISER IDs. | The student's WISER ID |
| 103 | LocalCourseId | 1-38 | | The ID given the course. For example: "M101" |
| 104 | LocalCourseName | 0-50 | (Optional) | The name of the course. For example "Math 101" |
| 105 | WISEStaffID | 7 | Must conform to the rules for valid WISE Staff IDs. | The WDE 7-digit state assigned ID for the teacher who teaches the section. |
| 106 | TeacherLastName | 1-25 | Name characters | Teacher's last name |
| 107 | TeacherFirstName | 1-15 | Name characters | Teacher's first name |
| 108 | TeacherMiddleName | 0-15 | Name characters (Optional) | Teacher's middle name or initial |
| 109 | SchoolID | 7 | A valid 7-digit school ID. It must be within the district identified by field #110. | The WDE 7 digit ID for the school where the student is taking the course. |
| 110 | DistrictID | 7 | A valid 7-digit district ID. | The district of the enrollment |

| WDE684 - Business Rules | | | | | | | |
|-------------------------|---|-------------|-------------------------------------|------------------------------|--|---|--|
| Rule# | Field # | Check Level | WDE685 (Uncertified TCS Collection) | WDE684 (Official Collection) | Business Rule Description | Detailed Description This description is used on the record detail page. It may contain record specific information. | Summary Description This description is used on the trial summary. It cannot contain record specific information. |
| R0001 | 2, 3, 4, 10 | 1 | W,T | W,T | The field cannot exceed its <i>length</i> attribute and will be truncated. | The <i>StudentLastName</i> field exceeds its maximum allowable length of 25 character(s). This field will be truncated. | Field is too long and will be truncated |
| R0002 | 104, 106, 107, 108 | 1 | W,T | W,T | The field cannot exceed its <i>length</i> attribute and will be truncated. | The <i>TeacherFirstName</i> field exceeds its maximum allowable length of 15 character(s). This field will be truncated. | Field is too long and will be truncated |
| R0003 | All Student fields except 2, 3, 4, and 10 | 1 | W | F | The field cannot exceed its <i>length</i> attribute. | The <i>StudentGradeLevel</i> field exceeds its maximum allowable length of 2 character(s). | Field exceeds its maximum length |
| R0004 | All Section Enrollment fields except 104, 106, 107, 108 | 1 | W | F | The field cannot exceed its <i>length</i> attribute. | The <i>LocalCourseID</i> field exceeds its maximum allowable length of 38 character(s). | Field exceeds its maximum length |
| R0006 | All Section Enrollment fields except 104, 108 and 110 | 1 | W | F | All Section Enrollment fields are required except 104 and 108. DistrictID (field 110) is validated by R0008. | The section enrollment record is missing the field <i>LocalCourseID</i> . | Missing a required Section Enrollment field |
| R0007 | All Student fields except 4, 9, 10, and 14 | 1 | W | F | All Student fields are required except 4, 10, 14 and 25. DistrictID (field 9) is validated by R0009. | The student record is missing the field <i>StudentDateOfBirth</i> . | Missing a required Student field |
| R0008 | 110 | 1 | F | F | DistrictID is required. | The section enrollment record is missing the DistrictID. | Missing DistrictID |
| R0009 | 9 | 1 | F | F | DistrictID is required. | The student record is missing the DistrictID. | Missing DistrictID |
| R0010 | 14 | 2 | W | F | If the student is currently in an ELL program, then ELL monitoring status is not applicable. | StudentELLMonitoring must be blank if StudentELL = "Y" or "Yes". | StudentELLMonitoring must be blank |
| R0100 | 1 | 1 | W | F | Verify the WISER ID against valid IDs maintained by WDE. | The WISER ID is not a valid WISER ID | WISER ID is not valid |
| R0110 | 102 | 1 | W | F | Verify the WISER ID against valid IDs maintained by WDE. | The WISER ID is not a valid WISER ID | WISER ID is not valid |
| R0111 | 106 | 1 | W | F | Verify the WISE Staff ID against valid IDs maintained by WDE. | The WISE Staff ID is invalid. Verify that the teacher's WISE Staff ID is the value assigned by WDE rather than a local ID. | The WISE Staff ID is invalid. |
| R0200 | 5 | 1 | W | F | Code value must be PK, HK, KG, 01 through 12 (does not accept UN). Right-justified and zero-filled. | StudentGradeLevel must be one of PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, or 12 | StudentGradeLevel is not valid |
| R0201 | 7 | 1 | W | F | Code value must be either M or F (does not accept U) | StudentGender must be one of M or F. | StudentGender is not valid |
| R0202 | 14 | 1 | W | F | Code value must be either 1 or 2. | StudentELLMonitoring must be one of 1 or 2. | StudentELLMonitoring is not valid |
| R0203 | 11 | 1 | W | F | Code value must be A, B, H, I, or W. | StudentEthnicity must be one of A, B, H, I or W. | StudentEthnicity is not valid |
| R0204 | 21 | 1 | W | F | Code value must be F, R, N, S, or X. | StudentLunch must be one of F, N, R, S or X. | StudentLunch is not valid |
| R0205-14 | 12,13,15,16,17,18,19,20,24,25 | 1 | W | F | Code value must be Y or N. For SIF, the code value must be one of Yes or No. | <i>StudentELL</i> must be one of Y, Yes, N or No. | <i>StudentELL</i> is not valid |
| R0300 | 8 | 3 | W | F | School ID verified against list of valid schools. | The student's SchoolID does not match any of the known SchoolIDs. | SchoolID is not valid |
| R0301 | 109 | 3 | W | F | School ID verified against list of valid schools. | The section enrollment's SchoolID does not match any of the known SchoolIDs. | SchoolID is not valid |
| R0304 | 101, 102 | 2 | W | F | Section enrollment refers to an unknown student. | The WISER ID of this section enrollment refers to a student, however there was no student with that WISER ID. Verify that the WISER ID of the section enrollment is correct and that all students are being exported. | There is no Student with the WISER ID of the Section Enrollment |
| R0305 | 8,9 | 3 | W | F | This SchoolID must be in this District. | The school is a recognized school but it is not in the district. | The school is not in the district |
| R0306 | 109, 110 | 3 | W | F | This SchoolID must be in this District. | The section enrollment's school is not associated with this district. | The school is not in the district |

| WDE684 - Business Rules | | | | | | | |
|-------------------------|----------------|-------------|-------------------------------------|------------------------------|--|---|--|
| Rule# | Field # | Check Level | WDE685 (Uncertified TCS Collection) | WDE684 (Official Collection) | Business Rule Description | Detailed Description This description is used on the record detail page. It may contain record specific information. | Summary Description This description is used on the trial summary. It cannot contain record specific information. |
| R0307 | 1, 8, 102, 109 | 2 | W | W | Student's SchoolID doesn't match section enrollment SchoolID | The student's school does not match the school of the section enrollment. | Student's SchoolID does not match section enrollment SchoolID |
| R0400 | 2, 3, 4 | 1 | W | F | Student names may contain only alpha, spaces, hyphens, periods, apostrophes and the number three. All other special characters are rejected. | There is an invalid character in the student's name. Valid values are alphabetic characters, spaces, hyphens, periods, the number three and apostrophes. | Invalid character in student's name |
| R0401 | 106, 107, 108 | 1 | W | F | Teacher names may contain only alpha, spaces, hyphens, periods, and apostrophes and the number three. All other special characters are rejected. | There is an invalid character in the teacher's name. Valid values are alphabetic characters, spaces, hyphens, periods, the number three and apostrophes. | Invalid character in teacher's name |
| R0402 | 6, 22, 23 | 1 | W | F | The date must match the YYYYMMDD format and be a valid date. For example: 19950230 is not valid. There was no February 30th, 1995. | The date value 10281967 is invalid. A date must be in YYYYMMDD format and be a valid date. | The date is not valid |
| R0403 | 10 | 1 | W | F | Student's name suffix may be alpha and periods. All other special characters are rejected. | There is an invalid character in the student's name suffix. Valid values are alphabetic characters and periods. | Invalid character in student's name suffix |
| R0404 | 2, 3, 4 | 1 | W | W | Names with the number three are an unusual case. The user should be informed when a name contains this value. See R0400. | The student's name contains a "3". This is an unusual situation. Please verify the student's name. | Student's name contains a "3". |
| R0405 | 106, 107, 108 | 1 | W | W | Names with the number three are an unusual case. The user should be informed when a name contains this value. See R0401. | The teacher's name contains a "3". This is an unusual situation. Please verify the teachers's name. | Teacher's name contains a "3". |
| R0500 | 101, 102 | 2 | W | W | Student exists in report with more than sixteen (16) sections associated with them. | There are more than sixteen (16) section enrollments associated with this student. If this student is concurrently enrolled, some or all of the section enrollments may not be in SchoolID 0204051. | Too many section enrollments for student |
| R0501 | 101, 105 | 2 | W | W | Teacher exists in report with more than sixteen (16) sections associated with them. | There are more than sixteen (16) section associated with the teacher having the WISE Staff ID 1384015 in DistrictID 0204000. | Too many sections for teacher |
| R0502 | 103, 104 | 2 | W | F | Multiple course names are associated with the same Course ID [NOTE: Empty course names are ignored for the purposes of this check.] | There are multiple LocalCourseNames associated with LocalCourseID 500 in SchoolID 0204051. | Multiple LocalCourseNames for LocalCourseID |
| R0503 | 105, 106, 107 | 2 | W | F | Multiple teacher first and/or last names are associated with the same WISE Staff ID. | Multiple teachers are listed with the WISE Staff ID 1384015 in DistrictID 0204000. The same first and last name must always be used for the teacher with WISE Staff ID 1384015. | Multiple teachers with the same WISE Staff ID |
| R0504 | 101, 102 | 2 | W | W | More than 50 students in a section | There are more than fifty (50) students in LocalCourseID 40972100, LocalSectionID 5002557194 in SchoolID 0204051. | Too many students in section |
| R0505 | 101, 105 | 2 | W | W | More than 3 teachers for this section | There are more than three (3) teachers for LocalCourseID 40972100, LocalSectionID 5002557194 in SchoolID 0204051. | Too many teachers for section |
| R0506 | 101, 103 | 2 | W | W | Section ID refers to multiple course IDs | There is more than one LocalCourseID associated with LocalSectionID 5002557194 in SchoolID 0204051. | Multiple LocalCourseIDs for LocalSectionID |
| R0507 | 101, 102 | 2 | W | F | There can be no student without sections | This student is not enrolled in any section. | Student has no section enrollments |
| R0508 | 105, 108 | 2 | W | W | Multiple teacher middle names are associated with the same WISE Staff ID. | Multiple teachers are listed with the WISE Staff ID 1384015 in DistrictID 0204000. The same middle name must always be used for the teacher with WISE Staff ID 1384015. | Multiple teachers with WISE Staff ID |
| R0600 | 9 | 3 | F | F | District ID of the Student does not match District of the REPORTING USER. | The user cannot process the student because the student is in a different district than the user. | User cannot process students with this DistrictID |

| WDE684 - Business Rules | | | | | | | |
|-------------------------|------------------------------|-------------|-------------------------------------|------------------------------|---|---|---|
| Rule# | Field # | Check Level | WDE685 (Uncertified TCS Collection) | WDE684 (Official Collection) | Business Rule Description | Detailed Description <i>This description is used on the record detail page. It may contain record specific information.</i> | Summary Description <i>This description is used on the trial summary. It cannot contain record specific information.</i> |
| R0601 | 110 | 3 | F | F | Section enrollment District ID does not match the District of the REPORTING USER. | The user cannot process the section enrollment because the section enrollment is in a different district than the user. | User cannot process section enrollments with this DistrictID |
| R0700 | 5 | 3 | W | W | Students in a grade that is not served by the school. | The StudentGradeLevel is not taught in the student's school. | StudentGradeLevel not taught in school |
| R0701 | 5 | 3 | W | W | Grade is served by the school but does not have students. | StudentGradeLevel 09 is served by SchoolID 0120003 but this submission has no students in that grade. There may have been an error retrieving data from a Student Information System. | Gradel level has no students |
| R0703 | 6 | 3 | W | W | Grade level age appropriateness. | The student's birth date is outside the expected range. Birth dates for grade 06 are expected to fall between 9/1/1999 and 9/1/2003. | The age of the student falls outside the expected bounds |
| R0704 | 21 | 3 | W | F | If the student is in a school in a provision 3 district the lunch code must be S. Provision 3 districts are DistrictID 0714000, 0721000, or 0738000. | The student is not marked as receiving Provision 3 Lunch (code S) but attends a Provision 3 Lunch school. All students in Provision 3 Lunch schools must be marked with code S. All schools in districts 0714000, 0721000, and 0738000 are Provision 3 Lunch schools. | Student in Provision 3 Lunch school is not marked Provision 3 Lunch. |
| R0705 | 21 | 3 | W | F | If the student has a lunch code of S they must attend a school in a Provision 3 district. Provision 3 districts are DistrictID 0714000, 0721000, or 0738000. | The student is marked as a Provision 3 Lunch student (code S) but does not attend a Provision 3 school. Only students attending a Provision 3 Lunch school can receive Provision 3 Lunches. | Student not in Provision 3 Lunch school is marked Provision 3 Lunch |
| R0706 | 16 | 3 | W | F | Student marked as receiving Title 1 and not enrolled in either a targeted Title 1 school (T) or a school-wide (S) Title 1 school. | The student is marked as receiving Title 1 services but does not attend a Title 1 school. Only students who are attending a Title 1 school can receive Title 1 services. | Student is marked as Title 1 but is not in a Title 1 school. |
| R0707 | 16 | 3 | W | F | Students not marked as receiving Title 1 services in a school-wide (S) Title 1 school. | The student is not marked as receiving Title 1 services and attends a school-wide Title 1 school. All students attending a school-wide Title 1 school must be marked as receiving Title 1 services. | Student is not marked as Title 1 but attends a school-wide Title 1 school. |
| R0800 | 1 | 2 | W | F | The WISER ID must be unique for all students in a school - check against duplicate ID submitted in the Student file/objects | There are duplicate students in this school. There are multiple student records that have the same WISER ID and SchoolID. | Duplicate students |
| R0801 | 102, 103, 105, 109 | 2 | W | F | Duplicate section enrollment | The same section enrollment is duplicated. Uniqueness is defined by School ID, LocalSectionID, LocalCourseID, WISER ID, and WISE Staff ID. | Duplicate section enrollments |
| R0803 | 1, 2, 3, 4, 6, 7, 10, 11, 20 | 2 | W | F | The student data associated with a student with multiple enrollments must be consistent across enrollments. Note: This will be used to solve the problem where two students are reported with the same WISER IDs but they attend different schools. | This student has differing values between multiple enrollments. Verify that the student identified by the WISER ID is the same student and is defined consistently. | Inconsistent definition for a student with multiple enrollments. |
| R0804 | 1, 24 | 2 | W | W | There should be one primary enrollment for each student | There is no primary enrollment for this student. A student must have at least one primary enrollment. Verify that the student has a primary enrollment outside this district. | Student has no primary enrollment. |
| R0805 | 1, 24 | 2 | W | F | There cannot be multiple primary enrollments for a student | There are multiple primary enrollments for this student. The primary enrollment defines the school of record. Identify the school of record and update the other enrollment(s) to be concurrent enrollments. | Student has multiple primary enrollments. |
| R0806 | 1, 24 | 2 | W | W | Multiple concurrent enrollments for a student indicates an unusual situation. | There are multiple concurrent enrollments for this student. This is an unusual situation. Please verify that the enrollment information for the student is correct. | Student has multiple concurrent enrollments. |
| R0900 | 22, 23 | 2 | W | F | School enrolled date is before district enrolled date. | The school enrollment date must be on or after the district enrollment date of 9/1/2000. | School enrollment is before district enrollment |

| WDE684 - Business Rules | | | | | | | |
|-------------------------|-----------|-------------|-------------------------------------|------------------------------|--|---|--|
| Rule# | Field # | Check Level | WDE685 (Uncertified TCS Collection) | WDE684 (Official Collection) | Business Rule Description | Detailed Description This description is used on the record detail page. It may contain record specific information. | Summary Description This description is used on the trial summary. It cannot contain record specific information. |
| R0901 | 6, 22, 23 | 2 | W | F | School or district enrolled date is before the student's date of birth. | The school and district enrollment dates must be after the student's birth date of 3/5/1998. | School or District enrollment date is before the student's date of birth |
| R0902 | 22 | 3 | W | F | School enrolled date is too far into the future. Students with StudentEnrolledSchool between <i>Date1</i> and <i>Date2</i> are ignored to allow for future enrollments. Students with StudentEnrolledSchool after <i>Date2</i> are considered invalid. <i>Date1</i> is the start date of the collection. <i>Date2</i> is <i>Date1</i> plus one year. | The school enrollment date is too far into the future. Any date on or after 3/12/2009 is considered invalid. | School enrollment date is too far into the future. |
| R0903 | 23 | 3 | W | F | District enrolled date is after the collection date. | The district enrollment date must be on or before the data collection date of 3/12/2008 | District enrollment date is after collection date |

Version 3

WDE684 Data Formats - CSV Submission

These are the file formats that districts will upload and download.

| Field Number | Header Name | Length | Valid Values / Format (also see business rules) |
|--------------------------|-----------------------------|--------|---|
| file: student.csv | | | |
| 1 | WISERID | 8 | Must conform to the rules for valid WISER IDs. |
| 2 | StudentLastName | 1-25 | Name characters |
| 3 | StudentFirstName | 1-15 | Name characters |
| 4 | StudentMiddleName | 0-15 | Name characters |
| 5 | StudentGradeLevel | 2 | PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12 |
| 6 | StudentDateOfBirth | 8 | YYYYMMDD |
| 7 | StudentGender | 1 | M, F |
| 8 | SchoolID | 7 | A valid school id. It must be within the district identified by field #9. |
| 9 | DistrictID | 7 | A valid district id. |
| 10 | StudentNameSuffix | 0-8 | Alpha and periods |
| 11 | StudentEthnicity | 1 | A, B, H, I, W |
| 12 | StudentIDEA | 1 | Y, N |
| 13 | StudentELL | 1 | Y, N |
| 14 | StudentELLMonitoring | 0-1 | 1, 2 |
| 15 | StudentSection504 | 1 | Y, N |
| 16 | StudentTitle1 | 1 | Y, N |
| 17 | StudentMigrant | 1 | Y, N |
| 18 | StudentImmigrant | 1 | Y, N |
| 19 | StudentHomeless | 1 | Y, N |
| 20 | StudentGiftedTalented | 1 | Y, N |
| 21 | StudentLunch | 1 | F, N, R, S, X |
| 22 | StudentEnrolledSchool | 8 | YYYYMMDD |
| 23 | StudentEnrolledDistrict | 8 | YYYYMMDD |
| 24 | StudentConcurrentEnrollment | 1 | Y, N |
| 25 | StudentHomeSchooled | 0-1 | Y, N |

| Field Number | Header Name | Length | Valid Values / Format (also see business rules) |
|------------------------------------|-------------------|--------|---|
| file: sectionenrollment.csv | | | |
| 101 | LocalSectionID | 1-32 | |
| 102 | WISERID | 8 | Must conform to the rules for valid WISER IDs. |
| 103 | LocalCourseID | 1-38 | |
| 104 | LocalCourseName | 0-50 | |
| 105 | WISEStaffID | 7 | Must conform to the rules for valid WISER IDs. |
| 106 | TeacherLastName | 1-25 | Name characters |
| 107 | TeacherFirstName | 1-15 | Name characters |
| 108 | TeacherMiddleName | 0-15 | Name characters |
| 109 | SchoolID | 7 | A valid school id. It must be within the district identified by field #110. |
| 110 | DistrictID | 7 | A valid district id. |

WDE684 Data Formats - SIF Submission

This document describes the SIF objects and fields that an SIS must publish in order to participate in a state-wide SIF data collection in Wyoming. Pay special attention to the comments below each object. This same format is used to send vertical report

Highlighted values do not adhere to the SIF

SchoolInfo

Report one SchoolInfo per school in the district. SRM handles the case where multiple SchoolInfo records with the same StatePrId, but different RefIds are published. It also handles receiving the two SchoolInfo records from different zones with the same

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|----------------|---------|------------|-----------------------|---|
| @RefId | | | | |
| StatePrId | 8, 109 | SchoolID | See Data Elements. | |
| SchoolName | | | | Displayed in the UI to the district user to help him identify the zone that he is syncing against when he runs a trial. |

StudentSnapshot

Ideally, one StudentSnapshot would be published for each student attending the district. However, SRM correctly handles the case where more than one StudentSnapshot record is reported per student. Note that unlike previous submissions, the StudentSnapsh

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------------|---------|-------------------|-----------------------|----------|
| @StudentPersonalRefId | | | | |
| StatePrId | 1, 102 | WISERID | See Data Elements. | |
| Name/LastName | 2 | StudentLastName | See Data Elements. | |
| Name/FirstName | 3 | StudentFirstName | See Data Elements. | |
| Name/MiddleName | 4 | StudentMiddleName | See Data Elements. | |
| Name/Suffix | 10 | StudentNameSuffix | See Data Elements. | |

WISE Support Information

| | | | | |
|---|----|-------------------------|---------------|--|
| BirthDate | 6 | StudentDateOfBirth | YYYYMMDD | Joined with StudentSchoolEnrollment/@SchoolInfoRefId |
| Gender | 7 | StudentGender | M, F | Joined with SchoolCourseInfo/@SchoolInfoRefId |
| Ethnicity/@Code | 11 | StudentEthnicity | A, B, H, I, W | |
| IDEA | 12 | StudentIDEA | Yes, No | |
| ELL | 13 | StudentELL | Yes, No | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentELLMonitoring'] | 14 | StudentELLMonitoring | 1, 2 | |
| Section504 | 15 | StudentSection504 | Yes, No | |
| Title1 | 16 | StudentTitle1 | Yes, No | |
| Migrant | 17 | StudentMigrant | Yes, No | |
| Immigrant | 18 | StudentImmigrant | Yes, No | |
| Homeless | 19 | StudentHomeless | Yes, No | |
| GiftedTalented | 20 | StudentGiftedTalented | Yes, No | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentLunch'] | 21 | StudentLunch | F, N, R, S, X | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentEnrolledSchool'] | 22 | StudentEnrolledSchool | YYYYMMDD | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentEnrolledDistrict'] | 23 | StudentEnrolledDistrict | YYYYMMDD | |

StudentSchoolEnrollment

Report one StudentSchoolEnrollment record per student, per school, per grade level, per school year.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------------|---------|-----------------------------|-----------------------|---|
| @RefId | | | | |
| @StudentPersonalRefId | | | | |
| @SchoolInfoRefId | | | | |
| @MembershipType | 24 | StudentConcurrentEnrollment | Home, Concurrent | "Home" is translated to "N" and "Concurrent" is translated to "Y" |

WISE Support Information

| | | | | |
|---|----|---------------------|--|---|
| GradeLevel | 5 | StudentGradeLevel | PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12 | |
| SchoolYear | | | YYYY | Used to determine if this enrollment is active. |
| EntryDate | | | YYYYMMDD | Used to determine if this enrollment is active. |
| ExitDate | | | YYYYMMDD | Used to determine if this enrollment is active. |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentHomeSchooled'] | 25 | StudentHomeSchooled | Yes, No | If the student is home schooled, then the school with financial responsibility for the student should be reported in the @SchoolInfoRefId and this flag should be set. The default value is "No". |

SchoolCourseInfo

Report one SchoolCourseInfo per course per school.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|------------------|---------|-----------------|-----------------------|----------|
| @RefId | | | | |
| @SchoolInfoRefId | | | | |
| CourseCode | 103 | LocalCourseId | See Data Elements. | |
| CourseTitle | 104 | LocalCourseName | See Data Elements. | |

SectionInfo

Report one SectionInfo per course per teacher.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|----------------|---------|------------|-----------------------|----------|
|----------------|---------|------------|-----------------------|----------|

| | | |
|--|--------------------|--|
| @RefId | 101 LocalSectionID | Make the LocalSectionID an extended element so it has more meaning to the users? |
| @SchoolCourseInfoRefId ScheduleInfo/Teacher/@StaffPersonalRefId | | SRM can only handle one teacher per SectionInfo object. |
| ScheduleInfo/@TermInfoRefId | | Used to determine if this enrollment is active. |

StudentSectionEnrollment

Report one StudentSectionEnrollment per student per SectionInfo. Since each SectionInfo should only have one teacher, a student may have more than one StudentSectionEnrollment for what the school considers a "section."

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|--|---------|------------|-----------------------|---|
| @RefId @StudentPersonalRefId @SectionInfoRefId | | | | |
| EntryDate | | | YYYYMMDD | Used to determine if this enrollment is active. |
| ExitDate | | | YYYYMMDD | Used to determine if this enrollment is active. |

StaffPersonal

Report one StaffPersonal record per teacher in the district.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------|---------|-------------------|-----------------------|----------|
| @RefId | | | | |
| StatePrId | 105 | WISEStaffID | See Data Elements. | |
| Name/LastName | 106 | TeacherLastName | See Data Elements. | |
| Name/FirstName | 107 | TeacherFirstName | See Data Elements. | |
| Name/MiddleName | 108 | TeacherMiddleName | See Data Elements. | |

TermInfo

Report one TermInfo per term per school. A term is something like "Spring," "Fall," or "Entire Year."

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|---|---------|------------|-----------------------|---|
| @RefId @SchoolInfoRefId @SchoolYear | | | YYYY | Used to determine which section enrollments are active. |

Version 3

WDE684 Data Formats - SIF Submission

This document describes the SIF objects and fields that an SIS must publish in order to participate in a state-wide SIF data collection in Wyoming. Pay special attention to the comments below each object. This same format is used to send vertical reports over SIF from SRM to the state.

Highlighted values do not adhere to the SIF

SchoolInfo

Report one SchoolInfo per school in the district. SRM handles the case where multiple SchoolInfo records with the same StatePrld, but different Reflds are published. It also handles receiving the two SchoolInfo records from different zones with the same Refld.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|----------------|---------|------------|-----------------------|---|
| @Refld | | | | |
| StatePrld | 8, 109 | SchoolID | See Data Elements. | |
| SchoolName | | | | Displayed in the UI to the district user to help him identify the zone that he is syncing against when he runs a trial. |

StudentSnapshot

Ideally, one StudentSnapshot would be published for each student attending the district. However, SRM correctly handles the case where more than one StudentSnapshot record is reported per student. Note that unlike previous submissions, the StudentSnapshot is only used to retrieve demographic information. All enrollment information is gathered from the StudentSchoolEnrollment record.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------------|---------|-------------------|-----------------------|----------|
| @StudentPersonalRefld | | | | |
| StatePrld | 1, 102 | WISERID | See Data Elements. | |
| Name/LastName | 2 | StudentLastName | See Data Elements. | |
| Name/FirstName | 3 | StudentFirstName | See Data Elements. | |
| Name/MiddleName | 4 | StudentMiddleName | See Data Elements. | |
| Name/Suffix | 10 | StudentNameSuffix | See Data Elements. | |

SIF 1.5R1 Format

| | | | | |
|---|----|-------------------------|---------------|--|
| BirthDate | 6 | StudentDateOfBirth | YYYYMMDD | Joined with StudentSchoolEnrollment/@SchoolInfoRefId |
| Gender | 7 | StudentGender | M, F | Joined with SchoolCourseInfo/@SchoolInfoRefId |
| Ethnicity/@Code | 11 | StudentEthnicity | A, B, H, I, W | |
| IDEA | 12 | StudentIDEA | Yes, No | |
| ELL | 13 | StudentELL | Yes, No | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentELLMonitoring'] | 14 | StudentELLMonitoring | 1, 2 | |
| Section504 | 15 | StudentSection504 | Yes, No | |
| Title1 | 16 | StudentTitle1 | Yes, No | |
| Migrant | 17 | StudentMigrant | Yes, No | |
| Immigrant | 18 | StudentImmigrant | Yes, No | |
| Homeless | 19 | StudentHomeless | Yes, No | |
| GiftedTalented | 20 | StudentGiftedTalented | Yes, No | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentEnrolledDistrict'] | 23 | StudentEnrolledDistrict | YYYYMMDD | |

StudentSchoolEnrollment

Report one StudentSchoolEnrollment record per student, per school, per grade level, per school year.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------------|---------|-----------------------------|--|---|
| @RefId | | | | |
| @StudentPersonalRefId | | | | |
| @SchoolInfoRefId | | | | |
| @MembershipType | 24 | StudentConcurrentEnrollment | Home, Concurrent | "Home" is translated to "N" and "Concurrent" is translated to "Y" |
| GradeLevel | 5 | StudentGradeLevel | PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12 | |
| SchoolYear | | | YYYY | Used to determine if this enrollment is active. |

| | | | | |
|---|----|-----------------------|---------------|---|
| EntryDate | | | YYYYMMDD | Used to determine if this enrollment is active. |
| ExitDate | | | YYYYMMDD | Used to determine if this enrollment is active. |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentLunch'] | 21 | StudentLunch | F, N, R, S, X | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentEnrolledSchool'] | 22 | StudentEnrolledSchool | YYYYMMDD | |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentHomeSchooled'] | 25 | StudentHomeSchooled | Yes, No | If the student is home schooled, then the school with financial responsibility for the student should be reported in the @SchoolInfoRefId and this flag should be set. The default value is "No". |

SchoolCourseInfo

Report one SchoolCourseInfo per course per school.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|------------------|---------|-----------------|-----------------------|----------|
| @RefId | | | | |
| @SchoolInfoRefId | | | | |
| CourseCode | 103 | LocalCourseId | See Data Elements. | |
| CourseTitle | 104 | LocalCourseName | See Data Elements. | |

SectionInfo

Report one SectionInfo per course per teacher.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|--|---------|------------|-----------------------|---|
| @RefId | | | | |
| @SchoolCourseInfoRefId | | | | |
| ScheduleInfo/Teacher/@StaffPersonalRefId | | | | SRM can only handle one teacher per SectionInfo object. |

| | | |
|---|--------------------|--|
| ScheduleInfo/@TermInfoRefId | | Used to determine if this enrollment is active. |
| SIF_ExtendedElements/SIF_ExtendedElement[@Name='sectionId'] | 101 LocalSectionID | For SIF uploads, this value will be the same as @SectionInfoRefId. For CSV uploads, this will be the LocalSectionID provided in the district's CSV file. |

StudentSectionEnrollment

Report one StudentSectionEnrollment per student per SectionInfo. Since each SectionInfo should only have one teacher, a student may have more than one StudentSectionEnrollment for what the school considers a "section."

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------------|---------|------------|-----------------------|---|
| @RefId | | | | |
| @StudentPersonalRefId | | | | |
| @SectionInfoRefId | | | | |
| EntryDate | | | YYYYMMDD | Used to determine if this enrollment is active. |
| ExitDate | | | YYYYMMDD | Used to determine if this enrollment is active. |

StaffPersonal

Report one StaffPersonal record per teacher in the district.

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|-----------------|---------|-------------------|-----------------------|--------------------|
| @RefId | | | | |
| StatePrId | 105 | WISEStaffID | | See Data Elements. |
| Name/LastName | 106 | TeacherLastName | | See Data Elements. |
| Name/FirstName | 107 | TeacherFirstName | | See Data Elements. |
| Name/MiddleName | 108 | TeacherMiddleName | | See Data Elements. |

TermInfo

Report one TermInfo per term per school. A term is something like "Spring," "Fall," or "Entire Year."

| SIF Field Used | Field # | Field Name | Valid Values / Format | Comments |
|---|---------|------------|-----------------------|---|
| @RefId @SchoolInfoRefId @SchoolYear | | | YYYY | Used to determine which section enrollments are active. |

Version 3

WDE684 - Contact Info

Support

* The WDE is committed to providing districts with the tools and information they need to make the WISE project successful. Any suggestions that could make the process better are welcomed.

* WDE appreciates all efforts that will make WISE a solution that works for everyone.

* For general WISERID questions or assistance, please contact us at:

wiserid_help@www.k12.wy.us

* You are always welcome to contact us directly at any time. Our contact information is below.

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