



Data Formats: WDE-685 Uncertified Teacher/Course/Student (TCS) Data Collection

Collection Dates: Ongoing

This document contains all the information needed to manage the data elements for the TCS reports.

This collection is used for aggregation of district data at any time to prepare rosters or maintain student information.

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

- Data Elements
- Business Rules
- SIF format
- CSV format
- Contact Info

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

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	This collection is used for aggregation of district data at any time to prepare rosters or maintain student information.

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?

Field #	Field Name	Length	Valid Values / Format Notes	Definitions
18	StudentImmigrant	1-3	Y, Yes, N, No	Is this student Immigrant? To be counted as 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?
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.

Field #	Field Name	Length	Valid Values / Format Notes	Definitions
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

WDE685 - Business Rules						
Rule#	Field #	Check Level	WDE685 (Uncertified TCS 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	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	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	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	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	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	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	DistrictID is required.	The section enrollment record is missing the DistrictID.	Missing DistrictID
R0009	9	1	F	DistrictID is required.	The student record is missing the DistrictID.	Missing DistrictID
R0010	14	2	W	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	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	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	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	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	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	Code value must be either 1 or 2.	StudentELLMonitoring must be one of 1 or 2.	StudentELLMonitoring is not valid
R0203	11	1	W	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	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	12	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentIDEA must be one of Y, Yes, N or No.	StudentIDEA is not valid
R0206	13	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentELL must be one of Y, Yes, N or No.	StudentELL is not valid
R0207	15	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentSection504 must be one of Y, Yes, N or No.	StudentSection504 is not valid
R0208	16	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentTitle1 must be one of Y, Yes, N or No.	StudentTitle1 is not valid
R0209	17	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentMigrant must be one of Y, Yes, N or No.	StudentMigrant is not valid
R0210	18	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentImmigrant must be one of Y, Yes, N or No.	StudentImmigrant is not valid
R0211	19	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentHomeless must be one of Y, Yes, N or No.	StudentHomeless is not valid

WDE685 - Business Rules						
Rule#	Field #	Check Level	WDE685 (Uncertified TCS 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.
R0212	20	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentGiftedTalented must be one of Y, Yes, N or No.	StudentGiftedTalented is not valid
R0213	24	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentConcurrentEnrollment must be one of Y, Yes, N or No.	StudentConcurrentEnrollment is not valid
R0214	25	1	W	Code value must be Y or N. For SIF, the code value must be one of Yes or No.	StudentHomeSchooled must be one of Y, Yes, N or No.	StudentHomeSchooled is not valid
R0300	8	3	W	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	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	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	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	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
R0307	1, 8, 102, 109	2	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	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	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	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	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	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	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".
R0406	2	1	W	Student's last name may not contain any of the common name suffixes: Jr., Sr., II, III, or IV.	The student's last name contains one of the common name suffixes: Jr., Sr., II, III, or IV. Please use the StudentNameSuffix field to report this information.	Name suffix included with StudentLastName
R0500	101, 102	2	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	Teacher exists in report with more than sixteen (16) sections associated with them.	There are more than sixteen (16) sections associated with the teacher having the WISE Staff ID 1384015 in DistrictID 0204000.	Too many sections for teacher
R0502	103, 104	2	W	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

WDE685 - Business Rules						
Rule#	Field #	Check Level	WDE685 (Uncertified TCS 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.
R0503	105, 106, 107	2	W	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	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	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	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	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	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	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
R0601	110	3	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	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	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	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	If the student is in a school in a provision 3 district the lunch code must be S.	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.	Student in Provision 3 Lunch school is not marked Provision 3 Lunch.
R0705	21	3	W	If the student has a lunch code of S they must attend a school in a Provision 3 district.	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	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	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	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	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

WDE685 - Business Rules						
Rule#	Field #	Check Level	WDE685 (Uncertified TCS 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.
R0803	1-4, 6, 7, 10-14, 15-20, 23	2	W	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	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	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	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	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
R0901	6, 22, 23	2	W	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	School enrolled date is too far into the future. Students with StudentEnrolledSchool between Date1 and Date2 are ignored to allow for future enrollments. Students with StudentEnrolledSchool after Date2 are considered invalid. Date1 is the start date of the collection. Date2 is Date1 plus one year.	The school enrollment date is too far into the future. Any date on or after 10/1/2009 is considered invalid.	School enrollment date is too far into the future.
R0903	23	3	W	District enrolled date is after the collection date.	The district enrollment date must be on or before the data collection date of 10/1/2008	District enrollment date is after collection date

WDE685 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.

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.	
BirthDate	6	StudentDateOfBirth	YYYYMMDD	Joined with StudentSchoolEnrollment/@SchoolInfoRefId

WISE Support Information

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"
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		1.5R1 does not define an element for the local section ID. We will continue to have the problem where the local section ID will be different every time the data is imported into INFORM. The only way to get around this would be to define an extended element.
@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.

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 fields represent changes from SIF 1.5r1

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 RefId.

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

StudentPersonal

Ideally, one StudentPersonal would be published for each student attending the district. However, SRM correctly handles the case where more than one StudentPersonal record is reported per student.

SIF Field Used	Field #	Field Name	Valid Values / Format	Comments
@RefId				
StateProvinceld	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.	
Demographics/BirthDate	6	StudentDateOfBirth	YYYYMMDD	
Demographics/Gender	7	StudentGender	M, F	
SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentEthnicity']	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, Summer	"Home" is translated to "N" and "Concurrent" is translated to "Y". "Summer" enrollments are ignored.
@SchoolYear				Only enrollments for the current school year will be considered.

GradeLevel/Code	5	StudentGradeLevel	PK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12	
FTPTStatus	5	StudentGradeLevel	FullTime, PartTime	If the GradeLevel is KG and the FTPTStatus is PartTime, then set StudentGradeLevel to HK Used to determine if this enrollment is active.
EntryDate			YYYYMMDD	
ExitDate			YYYYMMDD	Used to determine if this enrollment is active.
SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentEnrolledSchool']	22	StudentEnrolledSchool	YYYYMMDD	
SIF_ExtendedElements/SIF_ExtendedElement[@Name='StudentLunch']	21	StudentLunch	F, N, R, S, X	
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				
LocalId	101	LocalSectionID		
ScheduleInfoList/ScheduleInfo/TeacherList/StaffPersonalRefId				SRM can only handle one teacher per SectionInfo object.

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				
@SchoolYear				Only enrollments for the current school year will be considered.
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				
StateProvinceId	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.	

WDE685 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.

WDE685 - 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.

WISE Project Contacts

Shadd Schutte

WISE Project Manager
Hathaway Building, 2nd Floor
2300 Capitol Avenue
Cheyenne, WY 82002-0050
Phone: 307.777.3656
Mobile: 307.214.2491
[email: sschut@educ.state.wy.us](mailto:sschut@educ.state.wy.us)

Leslie Zimmerschied

Data Analyst
Hathaway Building, 2nd Floor
2300 Capitol Avenue
Cheyenne, WY 82002-0050
Phone: 307.777.8751
[email: lzimme@educ.state.wy.us](mailto:lzimme@educ.state.wy.us)

Alex Jackl

WISE Project Director
ESP Solutions Group
Phone: 781.370.1043
[email: ajackl@espsg.com](mailto:ajackl@espsg.com)