

KIDS 2016-2017 Collection System File Specifications



This resource serves as the KIDS Collections data dictionary.

This document contains:

- Formatting requirements for SIS Collection Export Batch Files including the header and trailer record requirements
- Definitions and permitted values for all data elements collected via KIDS
- References to supporting resources

This document does not include:

- Collection specific requirements and recommendations, see the KIDS Submission Detail Documents
- KIDS Collection edit checks, see the KIDS Business Rules
- Information about KIDS Reports, see the Report Descriptions on the KIDS website

Header Record Layout

Field Ref #	Header Record Layout			
	Field	Maximum Length	Format Details	Comments/Values
H1	Record Type	2	TH	Must contain the characters "TH"
H2	Extract Date	10	mm/dd/yyyy	Date export file was created. Month and day must include any leading zeroes.
H3	Extract Time	8	hh:mm:ss	Time export file was created.
H4	Transmission ID	10	9999999999	An arbitrary number. Must match the Transmission ID in the Trailer record.
H5	Version	10	12.0	Always "12.0". This version number differentiates the possible versions of the file structure.
H6	Delimiter Character	25	delimiter=c	Should be the character literal or the hex representation of the delimiter that is used in the detail records (either tab or comma). For a comma delimiter, the character literal would be 'delimiter=,' and the hex representation would be 'delimiter=0X2C'. For a tab delimiter, it is recommended that the hex representation be used. In that case, it would be 'delimiter=0X09'.

Trailer Record Layout

Field Ref #	Trailer Record Layout			
	Field	Length	Format Details	Comments/Values
T1	Record Type	2	TT	Trailer Record and contains the characters "TT"
T2	Transmission ID	10		Value is the same as in the header record
T3	Number of Records	10	9999999999	Number of records including the header and trailer records. The value is left aligned without trailing spaces.

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ASGT Collection

Purpose: This record type collects core student demographic data for the purpose of assignment and management of State Student IDs. ASGT records are submitted to the KIDS Collection System to:

- Update or correct errors in core student data for students who already have State IDs;
- Obtain State IDs for new students;
- Claim students enrolling at your school who already have State IDs; and
- Update the school year and grade level information for students at the beginning of the year.

Students To Submit: Pre-K through Adult

Submitted By: Accountability School

Submission Window: Can be submitted at any time.

Data As Of: At time of Submission

Records Unique in Batch by:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo an ASGT record, send an EXIT with D27: Exit/Withdrawal = 18.

EXIT Collection

Purpose: This record type collects data about when and why a student leaves a school. EXIT records are required for students moving between schools within a district as well as moving between districts. EXIT records should be submitted as soon as possible after the student's last day of membership whenever a student has moved, transferred, dropped out, or graduated. The data collected on EXIT records are used to:

- Determine student assessment participation requirements;
- Calculate rates and used in accountability determinations;
- Provide federal reporting; and
- Determine cohorts, graduates, non-graduates, and dropouts on the Dropout and Graduation Summary Report (DGSR).

Students To Submit: K through Adult

Submitted By: Accountability School

Submission Window: Can be submitted at any time.

Data As Of: The information should be current as of the student's last day in membership.

Records Unique in Batch By:

- D1: Record Type
- D2: Accountability School

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- D13: State Student Identifier

Undo: To undo an EXIT record, send another EXIT with the same information except the Exit/Withdrawal Type = 99.

TEST Collection

Purpose: This record type collects demographic and assessment data for generating CETE's testing rosters for State assessments and accountability data. Initial populating of test roster and for CETE to issue test tickets. Data should be updated if student data changes after the initial submission.

Students To Submit: Grades 3-12 for State Assessments, Grades K-12 for English Language Proficiency Assessment

Submitted By: Accountability or Attendance School

Submission Window: September 6, 2016 – June 30, 2017

Data As Of: The day the student takes the assessment.

Records Unique in Batch By:

- D1: Record Type
- D2: Accountability School
- D13: State Student Identifier

Undo: To undo a TEST record, send another TEST record with 'C' in the assessment field or send an EXIT, whichever is appropriate for the situation.

ENRL Collection

Purpose: This record type collects official enrollment data for reports and for state and federal funding calculations. All students enrolled and attending on September 20 should be submitted.

Students To Submit: PreK through Adult

Submitted By: Funding School for Public Schools and Accountability School for Private Schools

Submission Window: September 20, 2016 – October 10, 2016

Data As Of: September 20, 2016

Records Unique in Batch By:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo an ENRL record, send another ENRL with D24: Minutes Enrolled = 0.

SMSC Collection

Purpose: This record type collects data about districts that may be eligible for Rural Education Achievement Program (REAP) funding and other grants available to small school districts. Districts with a Common Core of Data (CCD) local code

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or 6, 7, or 8 may be eligible for additional REAP grant funding and should submit all of their students who are enrolled on December 1st.

Students To Submit: K-12 who are enrolled any time between the first day of school and December 1.

Submitted By: Funding School

Submission Window: December 1, 2016 – January 6, 2017

Data As Of: December 1, 2016

Records Unique in Batch By:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo an SMSC record, send another SMSC with D21: Cumulative Number of Days in Membership = -1 and D22: Cumulative Number of Days Attended = 0.

EOYA Collection

Purpose: This record type collects demographic, program participation, and attendance data for use in accountability determinations and other end of year federal reporting. Records for all students (both active and inactive) who attended at any time during the year should be submitted. Data from EOYA records are used in the Kansas Discipline Incident System (KAN-DIS) and determining cohorts on the Dropout and Graduation Summary Report (DGSR).

Students To Submit: PreK through Adult

Submitted By: Accountability School

Submission Window: May 15, 2017 – June 30, 2017

Data As Of: Student's last day of membership for the school year.

Records Unique in Batch By:

- D1: Record Type
- D2: Accountability School
- D13: State Student Identifier

Undo: To undo an EOYA record, send another EOYA with D21: Cumulative Number of Days in Membership = -1 and D22: Cumulative Number of Days Attended = 0.

QUERY Collection

Purpose: This record type enables the school or district obtain data about specific students previously submitted to the KIDS Collection System. The QUERY record is an optional record type that is used to return the most recent information about a student. This may potentially be from a student's previous Accountability School. The amount of information returned from a QUERY record submission is dependent upon the submitting school's relationship to the student, and on the amount of

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information included in the QUERY submission. More data is returned if the student's current Accountability School submits the QUERY record.

Students to Submit: Any student

Submitted By: Any Building

Submission Window: Any time

Data As Of: N/A

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC Records

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
A	D1	Record Type	4	Alphanumeric	All	<p>A designation of the collection to which the record belongs.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> ▪ ENRL Funding and Enrollment ▪ TEST Assessment information ▪ EOYA End-of-year reporting ▪ EXIT for Exit records ▪ ASGT for getting a state identification number, updating core data, claiming a student ▪ QERY¹ for performing a query of pre-existing KIDS data without claiming ▪ SMSC for REAP Allocations

¹ QERY requires only the state identification number **or** the Accountability School Identifier and Legal Last Name. However, additional information allows a better match.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
B	D2	Accountability School Identifier	4	Alphanumeric	All	<p>The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school in which the student is included for accountability purposes: that is, measures such as average daily attendance and state assessment scores are assigned to this school when determining accountability. This identifier can be found in the Kansas Educational Directory.</p> <p>For ENRL and SMSC records, this field must contain a valid School ID number belonging to an accredited school, '0001' or '0002.' If a student is associated with multiple schools, and an unaccredited private school, home school, or a school in another state is accountable for that student use the following building codes: '0001' when the student's information is included in the accountability results of another state and '0002' when the student attends an unaccredited private school or is home schooled. If the value is '0001' or '0002', then D15: Funding School must contain a valid School ID number or district central office.</p> <p>For EOYA, TEST, and EXIT records, this field must contain a valid School ID number belonging to an accredited school, '0001' or '0002.' If a student is associated with multiple schools, and an unaccredited private school, home school, or a school in another state is accountable for that student use the following building codes: '0001' when the student's information is included in the accountability results of another state and '0002' when the student attends an unaccredited private school or is home schooled. If the value is '0001' or '0002,' then D16: Attendance School/Program Identifier must be a valid School ID number belonging to an accredited school or district central office within the submitting district.</p> <p>For ASGT records, this field must contain a valid School ID number, '0001' or '0002.'</p> <p>The district central office can only be used as the Accountability School for adult students (grade level 18) and pre-kindergarten students (grade level 00-04).</p>
C	D3	Residence District Identifier	5	Alphanumeric	All	<p>The unique number that has been assigned to the district by the state. In this case, it is the unique number of the district in which a student resides. This identifier can be found in the Kansas Educational Directory. Use state district alphanumeric code number (e.g., D0101), except for out-of-state residences. In that case, use the 2-letter State code for that State (e.g., NE for Nebraska). Except for the out of state identifier, the identifier is composed of a leading alpha character followed by four numbers, the first of which is zero.</p> <p>Note: Private schools can use the public district number in which the private school resides.</p>
D	D4	Legal Last Name	60	Alphanumeric	All	The name borne in common by members of the student's family.
E	D5	Legal First Name	60	Alphanumeric	All	The name given to the student at birth, baptism, or during another naming ceremony, or through legal change.

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
F	D6	Legal Middle Name	60	Alphanumeric	All	The secondary name given to the student at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.
G	D7	Generation Code	10	Alphanumeric	All	An appendage (suffix), if any, used to denote the student's generation in his/her family (e.g., Jr., Sr., III).
H	D8	Gender	1	Numeric	All	The student's gender, the concept describing the biological traits that distinguish the males and females of a species. Allowable values: <ul style="list-style-type: none"> ▪ 0 = Female ▪ 1 = Male
I	D9	Date of Birth	10	mm/dd/yyyy	All	The month, day, and year on which the student was born.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
J	D10	Current Grade Level	2	Alphanumeric	All	<p>The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session. 3-Yr-Old and 4-Yr-Old Preschoolers can be sent as one grade level, using '01' as the grade level, if the district does not have the group separated in its SIS. It is important to keep 5-Yr-Old Preschooler in its separate grade level, since funding is different for this group.</p> <p>Grade level "02" is for 4-year-olds who are not in the State Pre-Kindergarten Program (formerly 4-year old At-Risk) and/or those who have an IEP for a disability. If a 4-year-old student is both At-Risk and has an IEP for a disability, they should be reported as "02." Four-year-old students who are in the State Pre-Kindergarten Program and do not have an IEP for a disability should be reported as "04."</p> <p>The "Not Graded" code applies to students who are adults. Note: an "adult" student is defined as either a general education student who is over the age of 18 and whose 5-year cohort (beginning his/her freshman year) has graduated, or any student over the age of 21. All students, including those with disabilities, should be coded according to credits earned unless the criteria for "Not Graded" mentioned above apply.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> ▪ 00 = Birth – 2 years old ▪ 01 = 3-Yr-Old Preschooler ▪ 02 = 4-Yr-Old Preschooler ▪ 03 = 5-Yr-Old and Older Preschooler ▪ 04 = Four-Year-Old At-Risk ▪ 05 = Kindergarten ▪ 06 = First Grade ▪ 07 = Second Grade ▪ 08 = Third Grade ▪ 09 = Fourth Grade ▪ 10 = Fifth Grade ▪ 11 = Sixth Grade ▪ 12 = Seventh Grade ▪ 13 = Eighth Grade ▪ 14 = Ninth Grade ▪ 15 = Tenth Grade ▪ 16 = Eleventh Grade ▪ 17 = Twelfth Grade ▪ 18 = Not Graded
K	D11	Local Student Identifier	20	Alphanumeric	All	The unique alphanumeric code assigned to the student by the school or local education agency.
L	D12	Hispanic Ethnicity	1	Alphanumeric	All	<p>Indicates whether or not the student's ethnicity is Hispanic/Latino. Allowable values, based on federal regulations, are:</p> <ul style="list-style-type: none"> • Y = Hispanic/Latino • N = NOT Hispanic/Latino
M	D13	State Student Identifier	10	9999999999	All	The unique number assigned to the student by the KIDS Assignment System. Once a State ID is assigned and updated in the school's dataset, subsequent collections (SIS Exports) must have this value supplied to avoid near matches.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
N	D14	Current School Year	4	yyyy	All	The ending year of the current school year. For example, if it is the 2016-2017 school year, enter 2017.
O	D15	Funding School	4	Alphanumeric	All	<p>The unique number that has been assigned to the school by the state. In this case, it is the unique number of the school in which the student's enrollment is counted for state funding and/or for the Principal's Building Report. This identifier can be found in the Kansas Educational Directory. If a district does not have a school for an educational level (e.g., does not have a high school) or has preschoolers who are not assigned to a school, the district central office building number should be used.</p> <p>For ENRL records, '0003' should be used for Funding School if the student attends a non-accredited Juvenile Detention Center (JDC) or Psychiatric Residential Treatment Facility (PRTF).</p> <p>For ENRL and SMSC records if the D2: Accountability School value is '0001' or '0002', then this must contain a valid School ID number belonging to an accredited school or district central office.</p>
P	D16	Attendance School/ Program Identifier	4	Alphanumeric	All	<p>The unique number that has been assigned to the school or program by the state. In this case, it is the unique number of the school or program in which the student is physically located and attends class. This identifier can be found in the Kansas Educational Directory.</p> <p>For TEST records, this is the location where the student is to take the state assessments.</p> <p>For TEST, EXIT, and EOYA records, if the D2: Accountability School value is '0001' or '0002', then this must contain a valid School ID number belonging to an accredited school or district central office within the submitting district.</p>
Q	D17	Virtual Education Student	1	Numeric	ENRL, EOYA	<p>Indicator of whether a student is participating in a virtual education school or program that is approved for State funding. Only report if the submitter is the school or district providing the virtual education services or contracting with an approved program to provide the virtual education services via a service center. In order to enter a non-blank value, the D10: Current Grade Level must be 05-18.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = Student is not a Virtual Education Student and has not been during the current school year. 1 = Student is currently a Virtual Education Student. 2 = Student is not currently a Virtual Education Student, but has been at some point during the current school year. <p>For more information on reporting virtual education students refer to the "Guidelines for Reporting Virtual Students" on the KIDS project website (http://kidsweb.ksde.org/).</p>

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
R	D18	School Entry Date	10	mm/dd/yyyy	ASGT, ENRL, TEST, EOYA, SMSC, EXIT	The month, day, year on which the student enrolls and begins to receive instructional services in a school. <u>If the student should leave and then re-enroll, this date should reflect the most recent enrollment date.</u>
S	D19	District Entry Date	10	mm/dd/yyyy	ASGT, ENRL, TEST, EOYA, SMSC, EXIT	The month, day, year on which the student enrolls and begins to receive instructional services in a school district. <u>If the student should leave the district and then re-enroll, this date should reflect the most recent enrollment date.</u>
T	D20	State Entry Date	10	mm/dd/yyyy	ASGT, ENRL, TEST, EOYA, SMSC, EXIT	The month, day, year on which the student enrolls and begins to receive instructional services in Kansas. <u>If the student should leave Kansas and then re-enroll in a Kansas school, this date should reflect the most recent enrollment date.</u>
U	D21	Cumulative Number of Days in Membership	5	Numeric 999.9	EOYA, SMSC, EXIT	The number of days the student has been enrolled and receiving instruction (days present plus days absent) in this school/program when school was in session during the current school year. Note: Half-day kindergarten students should not have their days of attendance divided by two. Count them in attendance for every day they attend their half-day program. Cannot be greater than 366.
V	D22	Cumulative Number of Days Attended	5	Numeric 999.9	EOYA, SMSC, EXIT	The number of days the student has been present in this school/program when school was in session during the current school year. In order to comply with new federal reporting, a student is considered absent if he or she is not physically on school grounds and is not participating in instruction or instruction related activities at an approved off-grounds location. Any absence by a student for any reason (e.g. illness, suspension, parent permission), regardless of whether the absences are excused or unexcused should not be included in the number of days attended. Students will be included in federal reporting of chronic absenteeism if the student missed 10% of the school days in which they were enrolled in the school. The data collected on EOYA records will be used to calculate this. Note: Half-day kindergarten students should not have their days of attendance divided by two. Count them in attendance for every day they attend their half-day program. Cannot be greater than 366.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
W	D23	Truant Student	1	Alphanumeric	EOYA	An indicator of whether or not the student has been truant at any time during the current school year. Allowable values: <ul style="list-style-type: none"> ▪ 0 = No ▪ 1 = Yes Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.
X	D24	Minutes Enrolled	3	Numeric 999	ENRL	The number of minutes per day that the student was enrolled in this district on September 20 (see September 20 Rule below ²). The minutes should not include the lunch period or transition time from lunch to class. Passing periods that are between classes a student attends can be counted. The entry can be zero for the September 20 snapshot in cases where the student attends a public school but does not qualify to be counted for funding purposes. Note: Schools and districts enter minutes. To compute FTE, KSDE will divide this number by 360, except for those students who are also enrolled in an area vocational technical school or other postsecondary institution. The number of minutes for dual enrolled students will be divided by 300 for FTE purposes. Note: In cases where the number of minutes enrolled per day varies or the student does not attend school 5 days a week, sum all minutes for a normal 5-day week and divide by 5.

² SEPTEMBER 20 RULE: A student must be enrolled and attending on September 20. If absent on September 20 then the student must have attended once before September 20 and once after September 20 but on or before October 4. If September 20 falls on a non-school day, use the first school day after September 20. For specific attendance guidelines for foreign exchange students, virtual education students, and alternative school students, see the KIDS 2016-2017 Submission Details Document - ENRL located on the KIDS project website (<http://kidsweb.ksde.org/>) under the documents tab.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
Y	D25	Concurrent High School Enrollment	1	Numeric	ENRL	<p>A description of a second educational program enrollment for a high school student on September 20 (see September 20 Rule on previous page). The enrollment must have been in an accredited program or institution. Accredited programs can be delivered at the high school or at the institution providing the service. When a student is enrolled in multiple accredited programs, select one of them. In order to mark 1-5 in this field, D10: Current Grade Level must be 15-18 or 14-18 if "GI" is marked in D33: Gifted Student Code.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = None 1 = Any Kansas Board of Regents approved and funded CTE course at a Technical College or Community College 2 = Community college 3 = State university 4 = Private college or other postsecondary 5 = High school CTE program outside of main campus <p>Note1: Students enrolled in the Kansas Academy of Math and Science (KAMS) at Fort Hays State University should be marked with a value of "3".</p> <p>Note2: Students taking an approved CTE course through a post-secondary institution should be marked with a value of "1" and the time spent in these classes should not be counted toward the minutes reported in D42: Career and Technical Education Contact Minutes. If a student is enrolled in an approved CTE course and a non-CTE course through a post-secondary institution, mark a value of "1" in this field.</p> <p>Note3: If a student attends an approved CTE program offered by a school district in a separate district owned facility away from the high school campus, the student should be reported with a value of "5".</p>
Z	D26	Exit/Withdrawal Date	10	mm/dd/yyyy	EXIT	<p>The month, day, year of the student's last day of membership or the date on which the student was graduated, or the date on which a student with disabilities met district graduation requirements for a regular diploma. This field must be blank on all record types except EXIT records.</p>

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AA	D27	Exit/Withdrawal Type	2	Numeric	EXIT	<p>The circumstances under which the student exited from membership in this district or school. This field must be blank on all record types except EXIT records.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 1 = Transfer to a public school in the same district 2 = Transfer to a public school in a different district in Kansas 3 = Transfer to a public school in a different state 4 = Transfer to an accredited private school in Kansas or in a different state 5 = Transfer to non-accredited private school in Kansas or in a different state 6 = Transfer to home schooling³ 8 = Graduated with regular diploma 10 = Student death 11 = Student illness 12 = Student expulsion (or long-term suspension) 13 = Reached maximum age for services⁴ 14 = Discontinued schooling (including preschoolers/Kindergartners who are removed from schooling by parents) 15 = Transfer to a juvenile or adult correctional facility where diploma completion services are provided.⁵ 16 = Moved within the US, not known to be enrolled in school 17 = Unknown 18 = Student data claimed in error by an ASGT record 19 = Transfer to a GED completion program 20 = Transferred to a juvenile or adult correctional facility where diploma completion services are not provided. 21 = Student moved to another country, may or may not be continuing⁶ 22 = Student with disabilities who met the district graduation requirements for a regular diploma, but is remaining in school to receive transitional services deemed necessary by the IEP team.⁷ 23 = Student with an extended absence at the beginning of the school year (through September 30), planning to return.⁸ 98 = Unresolved Exit (KSDE use only) 99 = Undo a previously submitted EXIT Record

³This code includes students who leave the formal education system to continue a religious community-based education (i.e. Amish).

⁴ If student was previously submitted with an Exit/Withdrawal Type = 22, then the student should not be submitted with an Exit/Withdrawal type of 13. An Exit/Withdrawal Type = 8 should be submitted when the student no longer receives transitional services.

⁵See Appendix D for the list of facilities where diploma completion services are provided.

⁶ This would include foreign exchange students going back to their home country.

⁷ This code can only be submitted for students marked with 'WD' in D32: Primary Disability Code.

⁸ This code should be used for students showing as Unresolved Exits so the student doesn't count as a Dropout in the Dropout/Graduation Summary Report.

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values										
AB	D28	Special Circumstances Transfer Choice	1	Alphanumeric	EOYA	An indication of whether the student’s transfer was related to provisions of federal law. This field should include information on students transferring within or outside the district. Allowable values: <ul style="list-style-type: none">0 = No transfer under these provisions2 = Transfer using unsafe school provision (applicable only when student transfers to another school within the same district) This must be reported by the gaining school.										
AC	D29	Post-Graduation Plans	1	Numeric	EXIT	The intended post-secondary direction of graduates. A graduate is defined as a student who receives a high school diploma. This field is required when D27: EXIT/Withdrawal Type = ‘8’, or ‘22’. For graduates who did not report current or future status, use the “Status Unknown” category. Allowable values: <ul style="list-style-type: none">1 = 4-Year College of University2 = 2-Year College3 = Other Type of College/Other Postsecondary4 = Employment5 = Unemployment6 = Parenting7 = Military Service8 = All Other Graduates/Status Unknown										
AD	D30	Comprehensive Race	5	A “bit” oriented format. Position 1 is the right-most digit of the 5 digits. Position 5 is the left-most. Thus, 10000 represents White.	ALL	General racial category(ies) which most clearly reflects the individual’s recognition of his or her community or with which the individual most identifies. All five positions must be filled with either a 0 or a 1, and at least one category must be filled with a 1. Positions: <ul style="list-style-type: none">Position 5-WhitePosition 4-Native Hawaiian or Other Pacific IslanderPosition 3-Black or African AmericanPosition 2-AsianPosition 1-American Indian or Alaska Native Allowable values in each position: <ul style="list-style-type: none">0 = No1 = Yes <table><tr><td>Pos. 5</td><td>Pos. 4</td><td>Pos. 3</td><td>Pos. 2</td><td>Pos. 1</td></tr><tr><td>White</td><td>NH/PI</td><td>Black</td><td>Asian</td><td>AI/AN</td></tr></table>	Pos. 5	Pos. 4	Pos. 3	Pos. 2	Pos. 1	White	NH/PI	Black	Asian	AI/AN
Pos. 5	Pos. 4	Pos. 3	Pos. 2	Pos. 1												
White	NH/PI	Black	Asian	AI/AN												

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AE	D31	Eligibility for National School Lunch Program	1	Alphanumeric	ENRL, TEST, EOYA, EXIT	An indication of the student's eligibility for free or reduced price lunch programs. This eligibility is established through the Direct Certification process, National School Lunch Program application, or the Kansas Household Economic Survey. Allowable values: <ul style="list-style-type: none"> 0 = Not Eligible 1 = Eligible for Reduced Price Lunch 2 = Eligible for Free Lunch Note: Approved Community Eligibility Provision schools should not mark all students with 2 = Eligible for Free Lunch.
AF	D32	Primary Disability Code	2	Alpha	ASGT, ENRL, TEST, EOYA, EXIT	An indication of whether or not the student has an active Individual Education Plan (IEP) under the Individuals with Disabilities Education Act (IDEA-Part B), which documents that the student receives special education services. Report if the student has a primary area of disability. Allowable values: <ul style="list-style-type: none"> ND = No Disability WD = Yes, is on an IEP and receives special education services.
AG	D33	Gifted Student Code	2	Alpha	ASGT, ENRL, TEST, EOYA, EXIT	An indication of whether or not the student has an active Individual Education Plan (IEP) for giftedness, which documents that the student receives special education services. Allowable values are: <ul style="list-style-type: none"> Blank = None GI = Giftedness
AH	D34	Qualified for 504	1	Alphanumeric	EOYA	An indication of whether or not the student is a handicapped person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment. Allowable values: <ul style="list-style-type: none"> 0 = Not a 504 qualified student and has not been this school year 1 = Currently a 504 qualified student 2 = Not currently a 504 qualified student but has been this school year Note1: Students receiving special education services because of a disability automatically qualify. Therefore, any student marked with a disability code in D32 must be marked as a '1.' Note2: If a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AI	D35	Residence of Homeless Student while Homeless	1	Alphanumeric	ENRL, TEST, EOYA, EXIT	<p>An indication of nighttime residence of students who lacked, at any time during a school year, a fixed, regular, and adequate nighttime residence and had a primary nighttime residence that was: shared with others due to loss of housing, economic hardship, or similar reason (1 & 6); a temporary shelter such as a hotel or motel room or campground (2 & 7); a supervised, publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill) or an institution that provides a temporary residence for individuals intended to be institutionalized (4 & 8); or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (5 & 9). (See section 725, Definitions, of the McKinney-Vento Homeless Assistance Act for a more detailed description of this data element.) If there were more than one such residence during the school year, please indicate the primary residence at the time they were identified as homeless.</p> <p>The term "unaccompanied homeless student" includes youth in homeless situations who are not in the physical custody of a parent or guardian.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> ▪ 0 = Not a homeless student ▪ 1 = Accompanied homeless student doubled up (e.g., with relatives, living with another family) ▪ 2 = Accompanied homeless student stayed in hotel/motel ▪ 4 = Accompanied homeless student stayed in shelters, transitional housing, or is awaiting foster care ▪ 5 = Accompanied homeless student was unsheltered (e.g. car, parks, campgrounds, temporary trailer, or abandoned buildings) ▪ 6 = Unaccompanied homeless student doubled up (e.g., with relatives, living with another family) ▪ 7 = Unaccompanied homeless student stayed in hotel/motel ▪ 8 = Unaccompanied homeless student stayed in shelters, transitional housing, or is awaiting foster care ▪ 9 = Unaccompanied homeless student was unsheltered (e.g. car, parks, campgrounds, temporary trailer, or abandoned buildings) <p>For more information on reporting the Residence of Homeless Student while Homeless refer to the "Guidelines for Reporting Homeless Students" on the KIDS project website (http://kidsweb.ksde.org/).</p>

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
ESOL Field Requirements: D36-D41		Value in D39†	1, 2, or 3	4	5 or 6	0
		Program Entry D36	Filled in	Filled in	Filled in	Blank
		US Entry D37	Filled in	Filled in	Filled in	Blank
		First Language D38***	Filled in	Filled in	Filled in	Filled in or 0
		Program End Date D40**	Blank	Filled in	Blank	Blank
		Minutes D41*	Filled in	Blank	Blank	Blank
†On ASGT and EXIT record types, only D39: Program Participation is required. *D41: Minutes required for ENRL record type only. **D40: Program End Date is required for EOYA record type only. ***D38: First Language is required for all students; 'eng' is not a valid value for records with a value other than '0' in D39: Program Participation.						
AJ	D36	ESOL/Bilingual Program Entry Date	10	mm/dd/yyyy	ENRL, TEST, EOYA	The date an English Learner (EL) qualifies for services in an English for Speakers of Other Languages (ESOL)/Bilingual Program. The ESOL Program Entry Date must be on or after the State Entry Date. Qualification is based on an English Language Proficiency test. This field is blank if the student is not an ESOL or ESOL eligible student. See D39.
AK	D37	First Entry Date into a School in the United States	10	mm/dd/yyyy	ENRL, TEST, EOYA	The month, day, year on which the student first entered and began to receive instructional services in a school or an educational institution in the USA. If not known, select a reasonable estimate, such as two years prior to the current date. The date must be on or before the D20: State Entry Date. This field is blank if the student is not an ESOL or ESOL eligible student. See the table above D36.
AL	D38	First Language	3	Alphanumeric	ENRL, TEST, EOYA	The code for the primary language or dialect (not ethnicity) of the student, according to the student's Home Language Survey. This field is required for all students submitted. Students reported with a value other than '0' in D39: ESOL/Bilingual Program Participation Code must report a value other than 'eng' in this field. Note1: If the exact language you want is not listed in the table, pick one that is in the same language family. Use Wikipedia to help find a language similar from the list. Note2: If a student is a dual-language learner, meaning two languages are present on their Home Language Survey; please select the language that they have in addition to English. Allowable values: See Appendix D for the list of allowable languages and codes.

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AM	D39	ESOL/Bilingual Program Participation Code	1	Alphanumeric	ASGT, ENRL, TEST, EOYA, EXIT	<p>The type of ESOL/Bilingual Program in which the student participates. This field must contain a 1, 2, 3, 4, 5, or 6 if D36 has a date.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = Not an ESOL eligible student and not an ESOL monitored student 1 = Title III Funded 2 = State ESOL/Bilingual Funded 3 = Both Title III and State ESOL/Bilingual Funded 4 = Monitored ESOL student (status after scoring a "4/Fluent" ESOL performance level in all domains (Reading, Writing, Listening, and Speaking) <u>and</u> score a "4/Fluent" ESOL performance level in the Total/Composite category for two consecutive ELPA Assessments.) Students are listed as monitored status for no more than two years after they stop receiving ESOL services. 5 = ESOL program eligible, based on an English language proficiency test, but not currently receiving ESOL program services. Example: Parents that have waived their child out of ESOL services, but the district is still obligated to provide ESOL support. 6 = Receives ESOL services and not funded with Title III and/or State ESOL Funding.
AN	D40	ESOL/Bilingual Program Ending Date	10	mm/dd/yyyy	EOYA	<p>Date (month, day, and year) student exits or becomes ineligible for an ESOL/Bilingual program, based on a determination of English language proficiency on the KELPA. Students exit the ESOL program when they score a "4/Fluent" ESOL performance level in all domains (Reading, Writing, Listening, and Speaking) <u>and</u> score a "4/Fluent" ESOL performance level in the Total/Composite category for two consecutive years. This field is blank if the student is not an ESOL or ESOL eligible student; or if the student is a current ESOL eligible student. A date given in this field must come after the date in D36.</p>
AO	D41	ESOL Bilingual Student Contact Minutes	3	Numeric 999	ENRL	<p>The number of minutes the student received instruction in an approved ESOL/Bilingual program on September 20. The program must be taught by a teacher with ESOL endorsement or on Plan of Study for ESOL endorsement to be approved. This field is blank if the student is not an ESOL or ESOL eligible student, is an ESOL monitored student, or is not enrolled in an ESOL program. See the table above D36.</p>

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AP	D42	Career and Technical Education Contact Minutes	3	Numeric 999	ENRL	<p>The number of minutes a high school student received instruction in an approved for funding career and technical education course (or in state approved courses) on September 20, excluding seminar minutes. Only students in grades 9-12 and not graded secondary students are included in the funding formula and should have minutes greater than zero. For all other students, this field should be blank.</p> <p>Note: The time spent in any approved CTE courses through a post-secondary institution should not be counted toward the minutes reported in this field.</p>
AQ	D43	Title I Participation	1	Alphanumeric	EOYA	<p>Indicator of whether the student received Title I services at any time during the school year.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = Did not receive Title I services at any time during the school year; 1 = Yes, is currently receiving Title I services in a Title I school wide; 2 = Yes, received services in a Targeted Assisted school at some time during the school year. 3 = Yes, this is a student attending a nonpublic school who receives Title I services from the public school district <p>Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.</p>
AR	D44	Miles Transported	4	Numeric 99.9	ENRL	<p>The number of miles a student is transported one way at the school or district's expense, as measured from the front door of the student's residence to the front door of the school where the student attends the majority of his/her classes. The amount should be to nearest tenth without rounding. For example, 2.48 would be 2.4 and not 2.5. Mileage over 3.0 miles is counted as 3.0 for "miles transported" purposes. Because of this, you may enter 3.0 or the exact miles when a student is transported 3.0 miles or further. Use zero for students not transported. Do not include transportation of special education students claimed on the Special Education Transportation Expense Form 308. Do not include transportation of students to and from a technical school or community college.</p> <p>Note: Make sure to report miles transported for all students transported at school or district's expense.</p>
AS	D45	Transportation FTE	3	Numeric 9.9	ENRL	<p>The student's round-trip transportation to school, to the nearest tenth. When the student is transported to and from school, the portion is 1.0. When a student is transported one way, the portion is .5. Do not include transportation of special education students claimed on the Special Education Transportation Expense Form 308.</p>

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AT	D46	Student's Transportation Street Address	30	Alphanumeric Optional	ENRL	The street number and street name of the address that is used for bus transportation on September 20. This field is required for all students transported 2.5 miles or more at the district's expense and for those students participating in virtual education for ENRL. Do not include PO Box in this field, physical address is needed for address verification.
AU	D47	Student's Transportation City	20	Alpha Optional	ENRL	The name of the city in which the address is located. This field is required for all students transported 2.5 miles or more at the district's expense and for those students participating in virtual education for ENRL.
AV	D48	Student's Transportation Zip Code	10	99999-9999	ENRL	The five or nine digit zip code portion of the transportation address. This field is required for all students on ENRL.
AW	D49	Non-Resident Transportation	1	Alphanumeric	ENRL	An indication that the student is attending the district under an agreement by the district under KSA 72-1046b (over 2.5 mile law) ⁹ . Allowable values: <ul style="list-style-type: none"> 0 = No 1 = Yes
AX	D50	Military Connected Student Indicator	1	Alphanumeric	ENRL, TEST, EXIT, EOYA	An indication that the student's parent or guardian is on Active Duty, in the National Guard, or in the Reserve components of the United States military services at the time of submission. Allowable values: <ul style="list-style-type: none"> 0 = Student is not military connected 1 = Student is a dependent of a member of the Active Duty Forces (full-time) Army, Navy, Air Force, Marine Corps, or Coast Guard 2 = Student is a dependent of a member of the National Guard or Reserve Forces (Army, Navy, Air Force, Marine Corps or Coast Guard)
AY	D51	Immigrant Student	1	Alphanumeric	ENRL, EOYA	An indicator of whether or not the student is an immigrant, defined as being aged 3 through 21, not born in any state in the United States, and not being in attendance in schools in the states for more than three full academic years. This applies to foreign exchange students if they meet these criteria. Allowable values: <ul style="list-style-type: none"> 0 = No 1 = Yes, and receiving Title III Immigrant Services 2 = Yes, but not receiving Title III Immigrant Services <p>Note: for EOYA, if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.</p>

⁹ The parent or legal guardian of any pupil who lives 2.5 or more miles from the attendance center the pupil would attend in the resident school district may apply to the board of education of a receiving school district for authority for such pupil to be furnished or provided transportation to school from the pupil's residence and from school to the pupil's residence by the receiving school district.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
AZ	D52	Country of Birth	30	Alphanumeric	ENRL, EOYA	Indicates the country of birth for Immigrant students. Required if '1' or '2' reported on D51: Immigrant Student. Note that this field is not related to citizenship or legal status. The country of birth should not be any of the 50 United States, the District of Columbia, or Puerto Rico.
BA	D53	Neglected Student	1	Alphanumeric	EOYA	A flag that identifies a neglected student who was served under Title I Part A funds at some time during the year. Students who were not served with these funds should have a zero in this field. Allowable values: <ul style="list-style-type: none"> 0 = Not served under Title I Part A this school year 1 = Currently served under Title I Part A 2 = Not currently served under Title I Part A but has been this school year Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.
BB	D54	Math Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	The primary way by which the district wants mathematics test tickets sorted for distribution to schools.
BC	D55	Math Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	A secondary way by which the district wants mathematics test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period.
BD	D56	English Language Arts – ELA Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	The primary way by which the district wants English Language Arts (ELA) test tickets sorted for distribution to schools.
BE	D57	English Language Arts – ELA Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	A secondary way by which the district wants English Language Arts (ELA) test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period.
BF	D58	Science Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	The primary way by which the district wants science test tickets sorted for distribution to schools.
BG	D59	Science Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	A secondary way by which the district wants science test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period.
BH	D60	History/Gov Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	This field will not be used during the 2016-2017 school year. The primary way by which the district wants history/gov test tickets sorted for distribution to schools.

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
BI	D61	History/Gov Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	This field will not be used during the 2016-2017 school year. A secondary way by which the district wants history/gov test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period.
BJ	D62	Financial Literacy Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	The primary way by which the district wants financial literacy test tickets sorted for distribution to schools.
BK	D63	Financial Literacy Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	A secondary way by which the district wants financial literacy test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period.
BL	D64	General CTE Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	The primary way by which the district wants the general CTE test tickets sorted for distribution to schools.
BM	D65	General CTE Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	A secondary way by which the district wants the general CTE test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period.
BN	D66	Comprehensive Agriculture Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Comprehensive Agriculture test tickets sorted for distribution to schools.
BO	D67	Animal Systems Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Animal Systems test tickets sorted for distribution to schools.
BP	D68	Plant Systems Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Plant Systems test tickets sorted for distribution to schools.
BQ	D69	Manufacturing Production Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Manufacturing Production test tickets sorted for distribution to schools.
BR	D70	Design and Pre-Construction Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Design and Pre-Construction test tickets sorted for distribution to schools.
BS	D71	Finance Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Finance test tickets sorted for distribution to schools.

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
BT	D72	Comprehensive Business Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants Comprehensive Business test tickets sorted for distribution to schools.
BU	D73	AV Communications Grouping Indicator	50	Alphanumeric	TEST (Optional)	The way by which the district wants AV Communications test tickets sorted for distribution to schools.
BV	D74	ELPA Grouping Indicator 1	50	Alphanumeric	TEST (Optional)	The primary way by which the district wants ELPA test tickets sorted for distribution to schools.
BW	D75	ELPA Grouping Indicator 2	50	Alphanumeric	TEST (Optional)	A secondary way by which the district wants ELPA test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1st period.
BX	D76	State Mathematics Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 08-13, or 15. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 2 = CETE General Assessment N = Special Assessment Waiver (e.g. ACT, Explore) C = Clear test subject indicator
BY	D77	State English Language Arts – ELA Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 08-13, or 15. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 2 = CETE General Assessment N = Special Assessment Waiver (e.g. ACT, Explore) C = Clear test subject indicator
BZ	D78	State Science Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 10, 13, or 16. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 2 = CETE General Assessment N = Special Assessment Waiver (e.g. ACT, Explore) C = Clear test subject indicator

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
CA	D79	State History/Gov Assessment	1	Alphanumeric	TEST	<p>History/Gov Assessment will not be given during the 2016-2017 school year. NO values other than '0' will be accepted for this field.</p> <p>An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 11, 13, or 16.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 2 = CETE General Assessment C = Clear test subject indicator
CB	D80	Financial Literacy Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 11-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 2 = CETE General Assessment C = Clear test subject indicator
CC	D81	General CTE Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) C = Clear test subject indicator
CD	D82	Comprehensive Agriculture Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 2 = Yes, test in this content area with Power, Structural, and Technical Systems module 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) 4 = Yes test in this content area with Power, Structural, and Technical Systems module and Career Competency Qualifier (CCQ) C = Clear test subject indicator

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
CE	D83	Animal Systems Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) C = Clear test subject indicator
CF	D84	Plant Systems Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 2 = Yes, test in this content area with Horticulture module 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) 4 = Yes test in this content area with Horticulture module and Career Competency Qualifier (CCQ) C = Clear test subject indicator
CG	D85	Manufacturing Production Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) C = Clear test subject indicator
CH	D86	Design and Pre-Construction Assessment	1	Alphanumeric	TEST	An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) C = Clear test subject indicator

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Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
CI	D87	Finance Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 2 = Yes, test in this content area with Accounting module 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) 4 = Yes test in this content area with Accounting module and Career Competency Qualifier (CCQ) C = Clear test subject indicator
CJ	D88	Comprehensive Business Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) C = Clear test subject indicator
CK	D89	AV Communications Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 15-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area 3 = Yes, test in this content area with Career Competency Qualifier (CCQ) C = Clear test subject indicator
CL	D90	State English Language Proficiency Assessment	1	Alphanumeric	TEST	<p>An indication of the test options in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 05-17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No assessment in this content area 1 = ELPA for current or monitored ESOL student. 2 = ELPA for student who is ESOL program eligible, but not currently receiving ESOL program services. C = Clear test subject indicator <p>In order to have a '1' in this field, a student must be marked as '1'-'4' or '6' on D39 ESOL Program Participation Code. In order to have a '2' in this field, a student must have a blank or be marked as '5' on D39.</p>

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, and SMSC (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
CM	D91	State ELPA Proctor ID	10	Numeric	TEST	The unique number assigned to the educator by the state in the Educator Licensure System. The proctor should be a licensed educator that will be scoring the K-ELPA assessment in KITE . A non-blank value must be submitted in this field if a value of '1' or '2' is selected in D90: State English Language Proficiency Assessment.
CN	D92	State ELPA Proctor First Name	100	Alphanumeric	TEST	The first name of the educator that should have access to the student's assessment data through KITE. A non-blank value can only be submitted in this field if a value of '1' or '2' is selected in D90: State English Language Proficiency Assessment and D91: State ELPA Proctor ID has a non-blank value; but it is not required.
CO	D93	State ELPA Proctor Last Name	100	Alphanumeric	TEST	The last name of the educator that should have access to the student's assessment data through KITE. A non-blank value can only be submitted in this field if a value of '1' or '2' is selected in D90: State English Language Proficiency Assessment and D91: State ELPA Proctor ID has a non-blank value; but it is not required.
CP	D94	User Field 1	500	Varchar	All (optional)	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
CQ	D95	User Field 2	500	Varchar	All (optional)	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
CR	D96	User Field 3	500	Varchar	All (optional)	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.

K I D S 2016-2017 Collection System File Specifications

Teacher and Student Connection (TASC) Collection File Specifications

This resource serves as the KIDS Teacher and Student Connection (TASC) Collection data dictionary.



This document contains:

- Definitions and permitted values for all data elements collected via KIDS TASC
- References to supporting resources

This document does not include:

- Collection specific requirements and recommendations, see the TASC Submission Detail Document
- KIDS TASC Collection edit checks, see the KIDS Business Rules
- Information about KIDS TASC Reports, see the Report Descriptions on the KIDS website

Purpose: Collects a Teacher and Student Connection for use in creating rosters in other applications, i.e. Success in School and KITE for Interim assessments.

Submitted By: Student's School Identifier

Submission Window: August 1, 2016 – June 15, 2017

Data As Of: At time of submission

Record Unique in Batch by:

- C2: Student's School Identifier
- C12: State Student Identifier
- C13: School Year
- C15: State Subject Area Code
- C16: State Course Identifier
- C19: Educator ID

Undo: To undo a TASC record, submit another TASC record with Course Status = 99.

Validations:

- Valid C2: Student's School Identifier
- Valid C12: State Student ID
- Valid C15: State Subject Area Code and C16: State Course ID combination for the state
- Valid C19: Educator ID

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for TASC Records

Detail Record Layout for TASC Records (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
A	C1	Record Type	4	Alphanumeric	Yes	A designation of the collection to which the record belongs. Allowable values: ▪ TASC for Teacher and Student Connection
B	C2	Student's School Identifier	4	Alphanumeric	Yes	The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school which is reporting the student and course. This identifier for schools can be found in the Kansas Educational Directory.
C	C3	Student's Legal Last Name	60	Alphanumeric	Yes	The name borne in common by members of the student's family.
D	C4	Student's Legal First Name	60	Alphanumeric	Yes	The name given to the student at birth, baptism, or during another naming ceremony, or through legal change.
E	C5	Student's Legal Middle Name	60	Alphanumeric	No	The secondary name given to the student at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.
F	C6	Student's Generation Code	10	Alphanumeric	No	An appendage (suffix), if any, used to denote the student's generation in his/her family (e.g., Jr., Sr., III).
G	C7	Student's Gender	1	Numeric	Yes	The student's gender, the concept describing the biological traits that distinguish the males and females of a species. Allowable values: ▪ 0 = Female ▪ 1 = Male
H	C8	Student's Date of Birth	10	mm/dd/yyyy	Yes	The month, day, and year on which the student was born.
I	C9	Student's Current Grade Level	2	Alphanumeric	Yes	The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session. Allowable values: <div style="display: flex; flex-wrap: wrap;"> <div style="flex: 50%;"> <ul style="list-style-type: none"> ▪ 00 = Birth – 2 years old ▪ 01 = 3-Yr-Old Preschooler ▪ 02 = 4-Yr-Old Preschooler ▪ 03 = 5-Yr-Old and Older Preschooler ▪ 04 = Four-Year-Old At-Risk ▪ 05 = Kindergarten ▪ 06 = First Grade ▪ 07 = Second Grade ▪ 08 = Third Grade </div> <div style="flex: 50%;"> <ul style="list-style-type: none"> ▪ 09 = Fourth Grade ▪ 10 = Fifth Grade ▪ 11 = Sixth Grade ▪ 12 = Seventh Grade ▪ 13 = Eighth Grade ▪ 14 = Ninth Grade ▪ 15 = Tenth Grade ▪ 16 = Eleventh Grade ▪ 17 = Twelfth Grade ▪ 18 = Not Graded </div> </div>
J	C10	Student's Local ID	20	Alphanumeric	No	The unique alphanumeric code assigned to the student by the school or local education agency.

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for TASC Records (District/School SIS Collection Export File)																
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values										
K	C11	Student's Hispanic Ethnicity	1	Alphanumeric	Yes	Indicates whether or not the student's ethnicity is Hispanic/Latino. Allowable values, based on federal regulations, are: <ul style="list-style-type: none">Y = Hispanic/LatinoN = NOT Hispanic/Latino										
L	C12	State Student Identifier	10	Numeric	Yes	The unique number assigned to the student by the KIDS Assignment System.										
M	C13	School Year	4	Numeric	Yes	The ending year of the current school year. For example, if it is the 2016-2017 school year, enter 2017.										
N	C14	Student's Comprehensive Race	5	A "bit" oriented format. Position 1 is the right-most digit of the 5 digits. Position 5 is the left-most. Thus, 10000 represents White.	Yes	General racial category(ies) which most clearly reflects the individual's recognition of his or her community or with which the individual most identifies. All five positions must be filled with either a 0 or a 1, and at least one category must be filled with a 1. Positions: <ul style="list-style-type: none">Position 5-WhitePosition 4-Native Hawaiian or Other Pacific IslanderPosition 3-Black or African AmericanPosition 2-AsianPosition 1-American Indian or Alaska Native Allowable values in each position: <table><tr><td>Pos. 5</td><td>Pos. 4</td><td>Pos. 3</td><td>Pos. 2</td><td>Pos. 1</td></tr><tr><td>White</td><td>NH/PI</td><td>Black</td><td>Asian</td><td>AI/AN</td></tr></table> <ul style="list-style-type: none">0 = No1 = Yes	Pos. 5	Pos. 4	Pos. 3	Pos. 2	Pos. 1	White	NH/PI	Black	Asian	AI/AN
Pos. 5	Pos. 4	Pos. 3	Pos. 2	Pos. 1												
White	NH/PI	Black	Asian	AI/AN												
O	C15	State Subject Area Code	2	Numeric	Yes	One of the defined Kansas Subject Area Codes.										
P	C16	State Course Identifier	3	Alphanumeric	Yes	One of the defined Kansas Course Identifiers.										
Q	C17	Local Course ID	50	Alphanumeric	No	The identifier used by the school or district to identify an individual course in their student information system.										
R	C18	Course Status	2	Numeric	Yes	Indication of the student's status in the course. Allowable values: <ul style="list-style-type: none">01 = Enrolled99 = Record Submitted in Error										
S	C19	Educator Identifier	10	Numeric	Yes	The unique number assigned to the educator by the state in the Educator Licensure System. If the Educator has not been issued an Educator ID, use '9999999999'. If '9999999999' is entered as the Educator Identifier, then C23: Educator's District Email Address must contain a valid district email for this educator.										
T	C20	Educator's Last Name	60	Alphanumeric	Yes	The name borne in common by members of the teacher's family.										
U	C21	Educator's First Name	60	Alphanumeric	Yes	The name given to the teacher at birth, baptism, or during another naming ceremony, or through legal change.										
V	C22	Educator's Middle Name	60	Alphanumeric	No	The secondary name given to the teacher at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.										

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for TASC Records (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
W	C23	Educator's District Email Address	100	Alphanumeric	Yes, if Educator ID is '9999999999'	The email address assigned to this Educator by the school district. This will be used to create an account for this Educator in the Educator Portal of the KITE application.
X	C24	User Field 1	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
Y	C25	User Field 2	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
Z	C26	User Field 3	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.

K I D S 2016-2017 Collection System File Specifications

Student Course (STCO) Collection File Specifications



This resource serves as the KIDS Student Course (STCO) Collections data dictionary.

This document contains:

- Definitions and permitted values for all data elements collected via KIDS STCO
- References to supporting resources

This document does not include:

- Collection specific requirements and recommendations, see the STCO Submission Detail Document
- KIDS STCO Collection edit checks, see the KIDS Business Rules
- Information about KIDS STCO Reports, see the Report Descriptions on the KIDS website

Purpose: This record type collects course information for the following student populations **only**:

- Course enrollments and outcomes for Migrant Students to populate the Migrant application.
- Course outcomes for Career and Technical Education (CTE) students to populate the Pathways application.
- Course outcomes for virtual students 19 and over to verify funding amounts.

Submitted By: Student's School Identifier

Submission Window: Window open September 6, 2016 – August 15, 2017

Data As Of: At time of submission

Records Unique in Batch by:

- F2: Student's School Identifier
- F12: State Student Identifier
- F13: School Year
- F17: Term
- F18: KCC Identifier
- F19: Course Section
- F20: Local Course ID

Undo: To undo an STCO record, send another STCO with Course Status = 99.

Validations:

- Valid F12: State Student ID
- Valid F18: KCCID, and F20: Local Course ID are associated with each other and with the district of the F2: Student's School Identifier in KCCMS.

K I D S 2016-2017 Collection System File Specifications

Information that needs to be submitted on STCO records. NO other groups should be submitted:

Migrant Students:

- Course enrollments for all courses enrolled in at the school
- Course outcomes for all completed courses
- Grade to date for courses exited before the course is completed when the student leaves the building

The information should be submitted by the school that provides the education. The course enrollment and completion information will be displayed in the Migrant application and submitted to the federal Migrant Student Information Exchange (MSIX).

Career and Technical Education (CTE) students:

- Course outcomes for completed Pathways courses

The information should be submitted by the school or district that has the approved Pathway. This would include courses marked with a College/Career indicator of F, C, L, or X. The course completion information will be used by the Pathways application for federal reporting.

Virtual Education Students 19 and over:

- Course outcomes for completed virtual courses

The information should be submitted by the school receiving the funding. The course completion information will be used by the Auditors to verify funding for Virtual students 19 and over.

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for STCO Records

Detail Record Layout for STCO Records (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
A	F1	Record Type	4	Alphanumeric	Yes	A designation of the collection to which the record belongs. Allowable values are: <ul style="list-style-type: none"> STCO for Student Course
B	F2	Student's School Identifier	4	Alphanumeric	Yes	The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school which is reporting the student and course. This identifier for schools can be found in the Kansas Educational Directory.
C	F3	Student's Legal Last Name	60	Alphanumeric	Yes	The name borne in common by members of the student's family.
D	F4	Student's Legal First Name	60	Alphanumeric	Yes	The name given to the student at birth, baptism, or during another naming ceremony, or through legal change.
E	F5	Student's Legal Middle Name	60	Alphanumeric	No	The secondary name given to the student at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.
F	F6	Student's Generation Code	10	Alphanumeric	No	An appendage (suffix), if any, used to denote the student's generation in his/her family (e.g., Jr., Sr., III).
G	F7	Student's Gender	1	Numeric	Yes	The student's gender, the concept describing the biological traits that distinguish the males and females of a species. Allowable values: <ul style="list-style-type: none"> 0 = Female 1 = Male
H	F8	Student's Date of Birth	10	mm/dd/yyyy	Yes	The month, day, and year on which the student was born.
I	F9	Student's Current Grade Level	2	Alphanumeric	Yes	The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session. Allowable values: <ul style="list-style-type: none"> 00 = Birth – 2 years old 01 = 3-Yr-Old Preschooler 02 = 4-Yr-Old Preschooler 03 = 5-Yr-Old and Older Preschooler 04 = Four-Year-Old At-Risk 05 = Kindergarten 06 = First Grade 07 = Second Grade 08 = Third Grade 09 = Fourth Grade 10 = Fifth Grade 11 = Sixth Grade 12 = Seventh Grade 13 = Eighth Grade 14 = Ninth Grade 15 = Tenth Grade 16 = Eleventh Grade 17 = Twelfth Grade 18 = Not Graded
J	F10	Student's Local ID	20	Alphanumeric	No	The unique alphanumeric code assigned to the student by the school or local education agency.
K	F11	Student's Hispanic Ethnicity	1	Alphanumeric	Yes	Indicates whether or not the student's ethnicity is Hispanic/Latino. Allowable values, based on federal regulations, are: <ul style="list-style-type: none"> Y = Hispanic/Latino N = NOT Hispanic/Latino

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for STCO Records (District/School SIS Collection Export File)																
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values										
L	F12	State Student Identifier	10	Numeric	Yes	The unique number assigned to the student by the KIDS Assignment System.										
M	F13	School Year	4	Numeric	Yes	The ending year of the current school year. For example, if it is the 2016-2017 school year, enter 2017.										
N	F14	Student's Comprehensive Race	5	A "bit" oriented format. Position 1 is the right-most digit of the 5 digits. Position 5 is the left-most. Thus, 10000 represents White.	Yes	General racial category(ies) which most clearly reflects the individual's recognition of his or her community or with which the individual most identifies. All five positions must be filled with either a 0 or a 1, and at least one category must be filled with a 1. Positions: <ul style="list-style-type: none">Position 5-WhitePosition 4-Native Hawaiian or Other Pacific IslanderPosition 3-Black or African AmericanPosition 2-AsianPosition 1-American Indian or Alaska Native Allowable values in each position: <ul style="list-style-type: none">0 = No1 = Yes <table><tr><td>Pos. 5</td><td>Pos. 4</td><td>Pos. 3</td><td>Pos. 2</td><td>Pos. 1</td></tr><tr><td>White</td><td>NH/PI</td><td>Black</td><td>Asian</td><td>AI/AN</td></tr></table>	Pos. 5	Pos. 4	Pos. 3	Pos. 2	Pos. 1	White	NH/PI	Black	Asian	AI/AN
Pos. 5	Pos. 4	Pos. 3	Pos. 2	Pos. 1												
White	NH/PI	Black	Asian	AI/AN												
O	F15	Virtual Education Student	1	Numeric	Yes	Indicator of whether a student is participating in a virtual education school or program that is approved for State funding. Only report if the submitter is the school or district providing the virtual education services or contracting with an approved program to provide the virtual education services via a service center. In order to enter a non-blank value, the D10: Current Grade Level must be 05-18. Allowable values: <ul style="list-style-type: none">0 = Student is not a Virtual Education Student and has not been during the current school year.1 = Student is currently a Virtual Education Student.2 = Student is not currently a Virtual Education Student, but has been at some point during the current school year. For more information on reporting virtual education students refer to the "Guidelines for Reporting Virtual Students" on the KIDS project website (http://kidsweb.ksde.org/).										
P	F16	Migrant Student	1	Numeric	Yes	Indicator of whether the student is a migrant student receiving migrant services at the time the course information is submitted to KSDE. Allowable values: <ul style="list-style-type: none">0 = No1 = Yes										

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for STCO Records (District/School SIS Collection Export File)												
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values						
Q	F17	Term	2	Alphanumeric	Yes	The term in which the course was taken and credit earned. Allowable values: <ul style="list-style-type: none">S1 = Semester 1S2 = Semester 2Q1 = Quarter 1Q2 = Quarter 2Q3 = Quarter 3Q4 = Quarter 4T1 = Trimester 1T2 = Trimester 2T3 = Trimester 3YR = Year LongSM = Summer						
R	F18	KCC Identifier	17	Alphanumeric	Yes	The unique identifier given to each course the district has mapped in the Kansas Course Code Management System (KCCMS). This identifier includes all the course attributes indicated for the individual course during the mapping process in KCCMS.						
Example: KCCMS Field Name:			KCC Identifier example for a first semester general Algebra I course: 02052G0.501214GGN									
			02	052	G	0.50	1	2	14	G	G	N
			State Subject Area Code	State Course Identifier	Course Level	Credits	Sequence	Sequence Total	Grade Level (course)	Targeted Program	Delivery Type	College/ Career
S	F19	Course Section	30	Alphanumeric	Yes	The unique identifier assigned by the school/district to refer to an individual section of the course within the school year. This is a locally-identified value that will help distinguish multiple local courses that map to the same KCC Identifier.						
T	F20	Local Course ID	50	Alphanumeric	Yes	The identifier used by the school or district to identify an individual course in their Student Information System.						
U	F21	Course Status	2	Numeric	Yes	Indication of the student's status in the course. Allowable values: <ul style="list-style-type: none">00 = Enrolled (Migrant only)01 = Completed (Pass)02 = Completed (Fail)04 = Exited before course completion (Migrant only)99 = Record Submitted in Error Records with a Course Status of '00 = Enrolled' or '04 = Exited before course completion' will only be accepted for records submitted with F16: Migrant Student = '1'.						

K I D S 2016-2017 Collection System File Specifications

Detail Record Layout for STCO Records (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
V	F22	Letter Grade	2	Alphanumeric	No	Categorical letter grade level achieved as of the end of the course. If a value of "01", "02", or "04" is submitted in the F21: Course Status field, F22: Letter Grade needs to have a non-blank value. Information can be submitted in both F22: Letter Grade or F23: Percent Grade, but only F22: Letter Grade is required.
W	F23	Percent Grade	5	Numeric 999.9	No	Percent achieved as of the end of the course from 0.0 to 125.0% on a 100 point scale. Information can be submitted in both F22: Letter Grade or F23: Percent Grade, but only F22: Letter Grade is required.
X	F24	User Field 1	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
Y	F25	User Field 2	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
Z	F26	User Field 3	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.

K I D S 2016-2017 Collection System File Specifications

Appendix A Additional Documentation

Additional Documentation for reporting data to the KIDS Collection System is posted on the KIDS website (kidsweb.ksde.org) on the Documents tab. Here is a list of what is available:

2016-2017 Information Documents

- [KIDS User Guide 16-17 V12.0](#)
- [Step-By-Step KIDS Submission Instructions](#)
- [KIDS SLDS Overview](#)
- [KIDS 2016-2017 Record Submission Calendar v1.0](#)

2016-2017 KIDS Submission Details Documents

- Submission Detail Document – ASGT v11.00
- Submission Detail Document – ENRL v11.00
- Submission Detail Document – EOYA v11.00
- Submission Detail Document – EXIT v11.00
- Submission Detail Document – QERY v11.00
- Submission Detail Document – SMSC v11.00
- Submission Detail Document – TASC v2.00
- Submission Detail Document – STCO v5.00
- Submission Detail Document – TEST v11.00

KIDS 2016-2017 Guidelines Documents

- 2016-2017 Guidelines for Reporting Students Attending the Kansas Academy for Math and Science (KAMS) v 8.00
- 2016-2017 Guidelines for Reporting Virtual Students to KIDS v9.00
- 2016-2017 Guidelines for Students Attending the School for the Blind and School for the Deaf v2.00
- 2016-2017 Guidelines for Reporting Homeless Students in KIDS v9.00
- 2016-2017 Guidelines for Determining KIDS Collection Building Identifier v5.00
- 2016-2017 Guidelines for Generating SSIDs v3.00
- 2016-2017 Guidelines for Reporting Career and Technical Education Data to KIDS v5.00

Related KIDS Resources

- 2016-2017 KIDS Planned Changes 1.04
- 2016-2017 KIDS Collection Template
- 2016-2017 TASC Template
- 2016-2017 STCO Template

K I D S 2016-2017 Collection System File Specifications

Appendix B Required/Optional Fields

KIDS Collection Field Requirements by Record Type 2016-17

<i>Field Number</i>	<i>Excel Column</i>	<i>Field Name</i>	<i>Federally Mandated</i>	<i>ASGT</i>	<i>ENRL</i>	<i>SMSC</i>	<i>TEST</i>	<i>EOYA</i>	<i>EXIT</i>	<i>QUERY w/ID</i>	<i>QUERY w/o ID</i>
D1	A	Record Type	No	R	R	R	R	R	R	R	R
D2	B	Accountability School Identifier	Yes	R	R	R	R	R	R	O	R
D3	C	Residence District Identifier	No	R	R	R	R	R	R	O	O
D4	D	Legal Last Name	No	R	R	R	R	R	R	O	R
D5	E	Legal First Name	No	R	R	R	R	R	R	O	O
D6	F	Legal Middle Name	No	O	O	O	O	O	O	O	O
D7	G	Generation Code	No	O	O	O	O	O	O	O	O
D8	H	Gender	Yes	R*	R*	R*	R*	R*	R*	O	O
D9	I	Date of Birth	No	R	R	R	R	R	R	O	O
D10	J	Current Grade Level	Yes	R*	R*	R*	R*	R*	R*	O	O
D11	K	Local Student Identifier	No	R	R	R	R	R	R	O	O
D12	L	Hispanic Ethnicity	Yes	R	R	R	R	R	R	O	O
D13	M	State Student Identifier	No	O	O	R	R	R	R	R	
D14	N	Current School Year	Yes	R	R	R	R	R	R	O	O
D15	O	Funding School Identifier	Yes	R	R	R	R	R	R	O	O
D16	P	Attendance School/Program Identifier	No	R	R	R	R	R	R	O	O
D17	Q	Virtual Education Student	No		R*			R*			
D18	R	School Entry Date	Yes	O	R	R	R	R	R		
D19	S	District Entry Date	Yes	O	R	R	R	R	O		
D20	T	State Entry Date	Yes	O	R	R	R	R	O		
D21	U	Cumulative Number of Days in Membership	Yes			R		R	R		
D22	V	Cumulative Number of Days Attended	Yes			R		R	R		
D23	W	Truant Student	Yes					R*			
D24	X	Minutes Enrolled	No		R*						
D25	Y	Concurrent High School Enrollment	No		R*						
D26	Z	Exit/Withdrawal Date	Yes	E	E	E	E	E	R	E	E
D27	AA	Exit/Withdrawal Type	Yes	E	E	E	E	E	R	E	E

K I D S 2016-2017 Collection System File Specifications

<i>Field Number</i>	<i>Excel Column</i>	<i>Field Name</i>	<i>Federally Mandated</i>	<i>ASGT</i>	<i>ENRL</i>	<i>SMSC</i>	<i>TEST</i>	<i>R* EOYA</i>	<i>EXIT</i>	<i>QUERY w/ID</i>	<i>QUERY w/o ID</i>
D28	AB	Special Circumstances Transfer Choice	Yes					R*			
D29	AC	Post-Graduation Plans	No	E	E	E	E	E	R	E	E
D30	AD	Comprehensive Race	Yes	R	R	R	R	R	R	O	O
D31	AE	Eligibility for National School Lunch Program	Yes		R*		R*	R*	R*		
D32	AF	Primary Disability Code	Yes	R	R		R	R	R		
D33	AG	Gifted Student Code	Yes	X	X		X	X	X		
D34	AH	Qualified for 504	Yes					R*			
D35	AI	Residence of Homeless Student while Homeless	Yes		R*		R*	R*	R*		
D36	AJ	ESOL /Bilingual Program Entry Date	Yes		X		X	X			
D37	AK	First Entry Date into a School in the United States	Yes		X		X	X			
D38	AL	First Language	Yes		R		R	R			
D39	AM	ESOL/Bilingual Program Participation Code	Yes	R*	R*		R*	R*	R*		
D40	AN	ESOL/Bilingual Program Ending Date	Yes					X			
D41	AO	ESOL Bilingual Student Contact Minutes	No		X						
D42	AP	Career and Technical Education Contact Minutes	No		X						
D43	AQ	Title I Participation	Yes					R*			
D44	AR	Miles Transported	No		R*						
D45	AS	Transportation FTE	No		R*						
D46	AT	Student's Transportation Street Address	No		X						
D47	AU	Student's Transportation City	No		X						
D48	AV	Student's Transportation Zip Code	No		R						
D49	AW	Non-Resident Transportation	No		R*						
D50	AX	Military Connected Student Indicator	Yes		R*		R*	R*	R*		
D51	AY	Immigrant Student	Yes		R*			R*			
D52	AZ	Country of Birth	Yes		X			X			
D53	BA	Neglected Student	Yes					R*			
D54	BB	Math Grouping Indicator 1	No				O				
D55	BC	Math Grouping Indicator 2	No				O				
D56	BD	English Language Arts - ELA Grouping Indicator 1	No				O				
D57	BE	English Language Arts - ELA Grouping Indicator 2	No				O				
D58	BF	Science Grouping Indicator 1	No				O				

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<i>Field Number</i>	<i>Excel Column</i>	<i>Field Name</i>	<i>Federally Mandated</i>	<i>ASGT</i>	<i>ENRL</i>	<i>SMSC</i>	<i>TEST</i>	<i>EOYA</i>	<i>EXIT</i>	<i>QERY w/ID</i>	<i>QERY w/o ID</i>
D59	BG	Science Grouping Indicator 2	No				O				
D60	BH	History/Gov Grouping Indicator 1	No				O				
D61	BI	History/Gov Grouping Indicator 2	No				O				
D62	BJ	Financial Literacy Grouping Indicator 1	No				O				
D63	BK	Financial Literacy Grouping Indicator 2	No				O				
D64	BL	General CTE Grouping Indicator 1	No				O				
D65	BM	General CTE Grouping Indicator 2	No				O				
D66	BN	Comprehensive Agriculture Grouping Indicator	No				O				
D67	BO	Animal Systems Grouping Indicator	No				O				
D68	BP	Plant Systems Grouping Indicator	No				O				
D69	BQ	Manufacturing Production Grouping Indicator	No				O				
D70	BR	Design and Pre-Construction Grouping Indicator	No				O				
D71	BS	Finance Grouping Indicator	No				O				
D72	BT	Comprehensive Business Grouping Indicator	No				O				
D73	BU	AV Communications Grouping Indicator	No				O				
D74	BV	ELPA Grouping Indicator 1	No				O				
D75	BW	ELPA Grouping Indicator 2	No				O				
D76	BX	State Mathematics Assessment	Yes				R*				
D77	BY	State English Language Arts - ELA Assessment	Yes				R*				
D78	BZ	State Science Assessment	Yes				R*				
D79	CA	State History/Gov Assessment	Yes				R*				
D80	CB	Financial Literacy Assessment	No				R*				
D81	CC	General CTE Assessment	No				R*				
D82	CD	Comprehensive Agriculture Assessment	No				R*				
D83	CE	Animal Systems Assessment	No				R*				
D84	CF	Plant Systems Assessment	No				R*				
D85	CG	Manufacturing Production Assessment	No				R*				
D86	CH	Design and Pre-Construction Assessment	No				R*				
D87	CI	Finance Assessment	No				R*				
D88	CJ	Comprehensive Business Assessment	No				R*				
D89	CK	AV Communications Assessment	No				R*				

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<i>Field Number</i>	<i>Excel Column</i>	<i>Field Name</i>	<i>Federally Mandated</i>	<i>ASGT</i>	<i>ENRL</i>	<i>SMSC</i>	<i>R* TEST</i>	<i>EOYA</i>	<i>EXIT</i>	<i>QUERY w/ID</i>	<i>QUERY w/o ID</i>
D90	CL	State English Language Proficiency Exam	Yes								
D91	CM	State ELPA Proctor ID	No				X				
D92	CN	State ELPA Proctor First Name	No				X				
D93	CO	State ELPA Proctor Last Name	No				X				
D94	CP	User Field 1	No	O	O	O	O	O	O	O	O
D95	CQ	User Field 2	No	O	O	O	O	O	O	O	O
D96	CR	User Field 3	No	O	O	O	O	O	O	O	O

R

Required = Must contain a valid non-blank value

R*

Required = Must contain a valid non-blank value, including zero

X

Required = Must contain a valid non-blank value or must be blank; blanks will be considered a null value.

O

Optional = Must contain a valid non-blank value or must be blank; blanks will be considered no response. Field will be validated and stored if submitted.

Blank

Values submitted in these fields will not be validated or stored on the indicated Record Type.

E

Must be blank

Updated 9/14/2016

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Appendix C Submission Graphic

WHO SUBMITS KIDS RECORDS

Record Type	Accountability School	Funding School	Attendance School	Student School
ASGT	OK	OK – if SSID is blank	OK – if D2 is 0001 or 0002	X
EOYA & EXIT	OK	X	OK – if D2 is 0001 or 0002	X
ENRL	OK	OK	OK – if JDC & D15 is 0003	X
TEST	OK (priority)	X	OK	X
SMSC	OK	OK	X	X
STCO and TASC	X	X	X	OK
QERY	OK	OK	OK	X

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Appendix D First Languages Codes

Language	Code
Abkhazian	abk
Achinese	ace
Acoli	ach
Adangme	ada
Adyghe; Adygei	ady
Afar	aar
Afrihili	afh
Afrikaans	afr
Ainu	ain
Akan	aka
Akkadian	akk
Albanian	alb
Aleut	ale
Altai, Southern	alt
Amharic	amh
Angika	anp
Apache languages	apa
Arabic	ara
Aragonese	arg
Arapaho	arp
Arawak	arw
Armenian	arm
Aromanian; Arumanian; Macedo-Romanian	rup
Assamese	asm
Asturian; Bable; Leonese; Asturleonese	ast
Avaric	ava
Avestan	ave

Language	Code
Awadhi	awa
Aymara	aym
Azerbaijani	aze
Balinese	ban
Baluchi	bal
Bambara	bam
Bantu languages	bnt
Basa	bas
Bashkir	bak
Basque	baq
Batak languages	btb
Beja; Bedawiyet	bej
Belarusian	bel
Bemba	bem
Bengali	ben
Bhojpuri	bho
Bikol	bik
Bini; Edo	bin
Bislama	bis
Blin; Bilin	byn
Bosnian	bos
Braj	bra
Breton	bre
Buginese	bug
Bulgarian	bul
Buriat	bua
Burmese	bur

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Language	Code
Caddo	cad
Catalan; Valencian	cat
Cebuano	ceb
Central American Indian languages	cai
Chagatai	chg
Chamorro	cha
Chechen	che
Cherokee	chr
Cheyenne	chy
Chibcha	chb
Chichewa; Chewa; Nyanja	nya
Chinese	chi
Chinook jargon	chn
Chipewyan; Dene Suline	chp
Choctaw	cho
Chuukese	chk
Chuvash	chv
Coptic	cop
Cornish	cor
Corsican	cos
Cree	cre
Creek	mus
Creoles and pidgins	crp
Crimean Tatar; Crimean Turkish	crh
Croatian	hrv
Czech	cze
Dakota	dak
Danish	dan
Dargwa	dar
Delaware	del

Language	Code
Dinka	din
Divehi; Dhivehi; Maldivian	div
Dogri	doi
Dogrib	dgr
Duala	dua
Dutch; Flemish	dut
Dyula	dyu
Dzongkha	dzo
Efik	efi
Ekajuk	eka
Elamite	elx
English	eng
Erzya	myv
Estonian	est
Ewe	ewe
Ewondo	ewo
Fang	fan
Fanti	fat
Faroese	fao
Fijian	fij
Filipino; Pilipino	fil
Finnish	fin
Fon	fon
French	fre
Friulian	fur
Fulah	ful
Ga	gaa
Gaelic; Scottish Gaelic	gla
Galibi Carib	car
Galician	glg

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Language	Code
Ganda	lug
Gayo	gay
Gbaya	gba
Geez	gez
Georgian	geo
German	ger
German, Low; Low Saxon; German, Low; Saxon, Low	nds
German, Swiss; Alemannic; Alsatian	gsw
Gilbertese	gil
Gondi	gon
Gorontalo	gor
Grebo	grb
Greek	gre
Guarani	grn
Gujarati	guj
Gwich'in	gwi
Haida	hai
Haitian; Haitian Creole	hat
Hausa	hau
Hawaiian	haw
Hebrew	heb
Herero	her
Hiligaynon	hil
Hindi	hin
Hiri Motu	hmo
Hittite	hit
Hmong; Mong	hmn
Hungarian	hun
Hupa	hup

Language	Code
Iban	iba
Icelandic	ice
Ido	ido
Igbo	ibo
Iloko	ilo
Indonesian	ind
Ingush	inh
Inuktitut	iku
Inupiaq	ipk
Irish	gle
Italian	ita
Japanese	jpn
Javanese	jav
Judeo-Arabic	jrb
Judeo-Persian	jpr
Kabardian	kbd
Kabyle	kab
Kachin; Jingpho	kac
Kalaallisut; Greenlandic	kal
Kalmyk; Oirat	xal
Kamba	kam
Kannada	kan
Kanuri	kau
Karachay-Balkar	krc
Kara-Kalpak	kaa
Karelian	krl
Karen languages	kar
Kashmiri	kas
Kashubian	csb
Kawi	kaw

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Language	Code
Kazakh	kaz
Khasi	kha
Khmer, Central	khm
Khotanese; Sakan	kho
Kikuyu; Gikuyu	kik
Kimbundu	kmb
Kinyarwanda	kin
Kirghiz; Kyrgyz	kir
Komi	kom
Kongo	kon
Konkani	kok
Korean	kor
Kosraean	kos
Kpelle	kpe
Kuanyama; Kwanyama	kua
Kumyk	kum
Kurdish	kur
Kurukh	kru
Kutenai	kut
Ladino	lad
Lahnda	lah
Lamba	lam
Lao	lao
Latvian	lav
Lezghian	lez
Limbungan; Limburger; Limburgish	lim
Lingala	lin
Lithuanian	lit
Lojban	jbo
Lozi	loz

Language	Code
Luba-Katanga	lub
Luba-Lulua	lua
Luiseno	lui
Lunda	lun
Luo (Kenya and Tanzania)	luo
Lushai	lus
Luxembourgish; Letzeburgesch	ltz
Macedonian	mac
Madurese	mad
Magahi	mag
Maithili	mai
Makasar	mak
Malagasy	mlg
Malay	may
Malayalam	mal
Maltese	mlt
Manchu	mnc
Mandar	mdr
Mandingo	man
Manipuri	mni
Manx	glv
Maori	mao
Mapudungun; Mapuche	arn
Marathi	mar
Mari	chm
Marshallese	mah
Marwari	mwr
Masai	mas
Mayan languages	myn
Mende	men

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Language	Code
Mi'kmaq; Micmac	mic
Minangkabau	min
Mirandese	mwI
Mohawk	moh
Moksha	mdf
Mongo	lol
Mongolian	mon
Mon-Khmer languages	mkh
Mossi	mos
Nauru	nau
Navajo; Navaho	nav
Ndebele, North; North Ndebele	nde
Ndebele, South; South Ndebele	nbl
Ndonga	ndo
Neapolitan	nap
Nepal Bhasa; Newari	new
Nepali	nep
Nias	nia
Niuean	niu
N'Ko	nqo
Nogai	nog
North American Indian languages	nai
Norwegian	nor
Nyamwezi	nym
Nyankole	nyn
Nyoro	nyo
Nzima	nzi
Ojibwa	oji
Oriya	ori
Oromo	orm

Language	Code
Osage	osa
Ossetian; Ossetic	oss
Pahlavi	pal
Palauan	pau
Pali	pli
Pampanga; Kapampangan	pam
Pangasinan	pag
Panjabi; Punjabi	pan
Papiamentu	pap
Pedi; Sepedi; Northern Sotho	nso
Persian	per
Philippine languages	phi
Phoenician	phn
Pohnpeian	pon
Polish	pol
Portuguese	por
Pushto; Pashto	pus
Quechua	que
Rajasthani	raj
Rapanui	rap
Rarotongan; Cook Islands Maori	rar
Romanian	rum
Romansh	roh
Romany	rom
Rundi	run
Russian	rus
Samaritan Aramaic	sam
Sami, Inari	smn
Sami, Lule	smj
Sami, Northern	sme

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Language	Code
Sami, Skolt	sms
Sami, Southern	sma
Samoan	smo
Sandawe	sad
Sango	sag
Sanskrit	san
Santali	sat
Sardinian	srd
Sasak	sas
Scots	sco
Selkup	sel
Serbian	srp
Serer	srr
Shan	shn
Shona	sna
Sichuan Yi; Nuosu	iii
Sicilian	scn
Sidamo	sid
Sign Languages	sgn
Siksika	bla
Sindhi	snd
Sinhala; Sinhalese	sin
Siouan languages	sio
Slave (Athapaskan)	den
Slovak	slo
Slovenian	slv
Sogdian	sog
Somali	som
Soninke	snk
Sorbian, Lower	dsb

Language	Code
Sotho, Southern	sot
South American Indian languages	sai
Spanish; Castilian	spa
Sranan Tongo	srn
Sukuma	suk
Sumerian	sux
Sundanese	sun
Susu	sus
Swahili	swa
Swati	ssw
Swedish	swe
Syriac	syr
Tagalog	tgl
Tahitian	tah
Tajik	tgk
Tamashek	tmh
Tamil	tam
Tatar	tat
Telugu	tel
Tereno	ter
Tetum	tet
Thai	tha
Tibetan	tib
Tigre	tig
Tigrinya	tir
Timne	tem
Tiv	tiv
Tlingit	tli
Tok Pisin	tpi
Tokelau	tkl

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Language	Code
Tonga (Nyasa)	tog
Tonga (Tonga Islands)	ton
Tsimshian	tsi
Tsonga	tso
Tswana	tsn
Tumbuka	tum
Turkish	tur
Turkmen	tuk
Tuvalu	tlv
Tuvinian	tyv
Twi	twi
Udmurt	udm
Ugaritic	uga
Uighur; Uyghur	uig
Ukrainian	ukr
Umbundu	umb
Undetermined	und
Upper Sorbian	hsb
Urdu	urd
Uzbek	uzb
Vai	vai
Venda	ven

Language	Code
Vietnamese	vie
Volapük	vol
Votic	vot
Walloon	wln
Waray	war
Washo	was
Welsh	wel
Wolaitta; Wolaytta	wal
Wolof	wol
Xhosa	xho
Yakut	sah
Yao	yao
Yapese	yap
Yiddish	yid
Yoruba	yor
Zapotec	zap
Zaza, Dimili, Dimli, Kirdki, Kirmanjki, Zazaki	zza
Zenaga	zen
Zhuang; Chuang	zha
Zulu	zul
Zuni	zun

Updated 4/22/2016

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Revision History

Changes since version 1.00

- Changed the description on D38: First Language to “Students reported with a value other than ‘0’ in D39: ESOL/Bilingual Program Participation Code must report a value of ‘0’ in this field.
- Removed value ‘3 = DLM/Alternate’ from state assessment fields.
- Removed DLM Proctor fields for all state assessments.
- Updated STCO layout (see Planned Changes document for exact changes).
- Updated Appendix C Submission Graphic to reflect STCO changes.

Changes since version 1.01

- Updated the list of languages and codes collected in D38: First Languages. The list is now located in Appendix E.
- Removed proposed new field Student in Foster Care (formerly D53).
- Updated Appendix B with removal of Student in Foster Care.
- Added Appendix D with list of correctional facilities that offer diploma completion services.
- Removed Student’s Accountability School ID, Student’s Attendance School ID, and Educator School ID from TASC records and added Student’s School ID.
- Updated some codes in D27: Exit/Withdrawal Type.

Changes since version 1.02

- Updated list of languages in Appendix E. Some languages were removed from the list.

Changes since version 1.03

- On STCO records, changed Letter Grade from required to not required.
- Remove the list of buildings formerly in Appendix D.
- Remove the note that district central office can be used as the D2: Accountability School when the student is in a JDC or PRTF. These students need to be reported with an accredited building in D2.
- Added EXIT records to D50: Military Connected Student Indicator.
- Moved the list of First Languages to Appendix D.

Changes since version 1.04

- Updated Appendix B to show that D50: Military Connected Student Indicator is required on EXIT records.

Changes since version 1.05

- Updated D91: State ELPA Proctor ID to show that it must be submitted when D90: State ELPA Assessment is value ‘1’ or ‘2’.
- Updated the TEST submission window to begin September 6, 2016.
- Removed previous red text and only made red the changes in this version.
- Updated Appendix B Required/Optional Fields

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