

KIDS 2019-2020 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

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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 | 15.0 | Always "15.0". 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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Collection Overview

ASGT Collection

For more in depth information please check out the Submission Details Document-ASGT v15.00 on the KIDS website

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.

Submission Window:

- Any time the KIDS Collection System is open.
- Because other applications may be dependent upon a school or district claiming a student, it is recommended that ASGT records are submitted routinely such as daily or weekly.
- The KIDS Collection System accepts ASGT records in “mixed” batches (batches that contain multiple KIDS record types).

Students to Submit:

- Pre-K through Adult
- Public and Accredited Private School Students
- Early child education program participants

Who Submits?

- Accountability school.
- Funding school may submit in preparation for ENRL. The funding school is only able to submit ASGT if the SSID is blank or the Accountability School Identifier is 0001 or 0002.

Data As Of: At time of Submission

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Records Unique in Batch by:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo an ASGT record, send an EXIT with D28: Exit/Withdrawal Type= 18.

EXIT Collection

For more in depth information please check out the Submission Details Document-EXIT v15.00 on the KIDS website

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).

Submission Window: Any time the KIDS Collection System is open.

- As soon as possible after the student's last day of membership whenever a student has transferred, dropped out, graduated, etc.
- Once the Dropout/Graduation Summary Report (DGSR) for the 2019-2020 school year is submitted, EXIT records can no longer be submitted with Exit/Withdrawal dates prior to 10/1/2018.

Students to Submit

- Pre-K through adult.
- Pre-K students—EXIT records should only be sent when a child is no longer associated with the Accountability School and should not be sent when a child's participation in a program end

Who Submits?

- Accountability School or the district that contains the Accountability School.

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- If the Accountability School is '0001' or '0002', the Attendance School should submit EXIT records.

All accredited private schools should submit EXIT records according to the guidance outlined above.

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
- D13: State Student Identifier

Undo: To undo an EXIT record, send another EXIT with the same information except the D28: Exit/Withdrawal Type = 99.

TEST Collection

For more in depth information please check out the Submission Details Document-TEST v16.00 on the KIDS website

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 in KITE. Data should be updated if student data changes after the initial submission to correctly count the student for accountability.

Submission Window: September 3, 2019 — June 24, 2020.

- Correction window for 2020 TEST will be in July of 2020.

Submission Window: September 3, 2019 – June 24, 2020

Note: *Submission window opens September 3, 2019 for cPass, ACT and WorkKey Assessments. All other assessments should not be submitted on TEST records until after January 1, 2020.*

Students to Submit

- Grades 3-12 who are eligible to take State assessments
- Grades K-12 who are eligible to take the KELPA assessment

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Students entering a school after March 11, 2020 do not have to be tested for:

- General Summative (Math, ELA, and Science)
- DLM Math

Who Submits?

Accountability School or the Attendance School.

- When both the accountability and attendance buildings submit TEST records for the same student for the same test subject, the last record submitted will be used to generate the test ticket in KITE.

Data As Of: Student data submitted for TEST should be current as of the day the student takes the assessment.

Records Unique in Batch By:

- D1: Record Type
- D2: Accountability School Identifier
- 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

For more in depth information please check out the Submission Details Document-ENRL v15.00 on the KIDS website

Purpose: The ENRL Collection focuses on gathering enrollment and program participation information on students.

- ENRL records with Minutes Enrolled greater than 17 (FTE 0.1 or greater) will be used to populate the school's Principal's Building Report (PBR) and the district's Superintendent's Organization Report (SO66).
- Data reported on ENRL submissions are evaluated by KSDE's fiscal auditors during the audit process.
- Federal reporting.
- National School Lunch Program (NSLP) eligibility verification.

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- Evaluating possible or future funding formulas.
- KSDE K-12 and Building Report Card Reports

All students enrolled and attending on September 20 should be submitted.

Submission Window: September 20, 2019 - October 10, 2019.

- Student data should be current as of September 20, 2019.
- ENRL records cannot be submitted outside of the submission window.

Students to Submit:

- All pre-K through adult (including virtual students 19 and over)
- All active students (based on the September 20th rule for enrollment and attendance)

Who Submits?

- Public schools must submit ENRL records for all students for which they are the Funding School.
- Private schools must submit ENRL records for all students for which they are the Accountability School (attendance data from the 9/20 count are used for accreditation).

Accredited private schools should submit ENRL Records according to the guidance outlined in this document.

Data As Of: September 20, 2019

Records Unique in Batch By:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo an ENRL record, send another ENRL with D25: Minutes Enrolled = 0.

SMSC Collection

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For more in depth information please check out the Submission Details Document-SMSC v15.00 on the KIDS website

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 or 32, 33, 41, 42, or 43 may be eligible for additional REAP grant funding and should submit all of their students who are enrolled on December 1st.

Submission Window: December 2, 2019 – January 3, 2020.

- Student data should be current as of December 1, 2019, unless the student left the school prior to December 1 and then the data should be as of his/her last day of school.

Students to Submit:

- Full and part-time K-12 who are enrolled any time between the first day of school and December 1, 2018

Who Submits?

- Districts that have a Common Core of Data (CCD) locale code of 32, 33, 41, 42, or 43 who may be eligible for additional REAP grant funding.
- Funding School for all public-school districts.

Private schools do not qualify for REAP funding and should not submit SMSC records.

Data As Of: December 2, 2019

Records Unique in Batch By:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo an SMSC record, send another SMSC with D22: Cumulative Number of Days in Membership = -1 and D23: Cumulative Number of Days Attended = 0.

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MILT Collection

For more in depth information please check out the Submission Details Document-MILT v13.00 on the KIDS website

Purpose: This record type collects enrollment data for districts whose student population significantly increases after the September 20th (ENRL) funding count due to military movement. This data is used to include additional military dependent students in state funding calculations. Districts may submit all of the students who are enrolled and attending on February 20th, or only those students who meet the definition of ‘military dependent’ (Military Connected Student Indicator = 1) for state funding purposes.

- If the enrollment of “Military Dependent” students on February 20 (not enrolled on September 20) is 25 FTE or an FTE equal to or greater than 1% of the current year September 20 enrollment (excluding virtual students), the February 20 count will be added to the district’s enrollment.

Submission Window: February 20, 2020 – March 16, 2020.

- Student data that is submitted for MILT should be current as of February 20, 2020.

Students to Submit: Military Dependent Students.

- Eligible districts should submit MILT records for all students who are dependents of active, full-time military personnel, who are enrolled and attending on February 20, 2020, and who were not included in the September 20, 2019 district count.
- Districts may submit all of the students who are enrolled and attending on February 20, or only those students who meet the definition of “child of military family.” Military dependent students who were enrolled and attending on September 20 will not count again for the MILT collection funding calculations, since they were already included in the ENRL funding calculations; however, submitting them will not result in an error.

Who Submits?

The Funding School should submit MILT records. For military dependent students, schools or districts where the students are enrolled should submit MILT records.

* Accredited private schools do not need to submit MILT records.*

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Data As Of: February 20, 2020

Records Unique in Batch By:

- D1: Record Type
- D13: State Student Identifier

Undo: To undo a MILT record, send another MILT with D25: Minutes Enrolled = 0.

EOYA Collection

For more in depth information please check out the Submission Details Document-EOYA v15.00 on the KIDS website

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) where your school was considered the Accountability School at any time during the year should be submitted. Data from EOYA records are used to populate data in the Kansas Integrated Accountability System (KIAS), LCP Annual Report, and determining cohorts on the Dropout and Graduation Summary Report (DGSR).

Submission Window: May 11, 2020 - June 26, 2020.

- Student data should be current as of the last day of school or the last day the student was in membership at that school.

EOYA records should be submitted in a timely manner so that the data used in other applications will be accurate.

Students to Submit

- Pre-K through adult.
- Both active and inactive—including those that exited before the end of the school year.
- If your school was considered the Accountability School at any point during the school year for the student.
- If you provided services to a student at any point during the school year, but you were not the Accountability School and no other school will be submitting EOYA records for that student. This would include homeschooled

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students, non-accredited private school students, or students whose accountability school is a school in another state.

Who Submits?

- Accountability School
- Attendance School if the Accountability School is '0001' or '0002'

If a student attended your school but another school is the Accountability School, communicate with the student's Accountability School to make sure the information is submitted correctly.

Accredited private schools should submit EOYA Records according to the guidance outlined in this document.

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

Records Unique in Batch By:

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

Undo: To undo an EOYA record, send another EOYA with D22: Cumulative Number of Days in Membership = -1 and D23: Cumulative Number of Days Attended = 0.

SPED Collection

For more in depth information please check out the Submission Details Document-SPED v3.00 on the KIDS website

Purpose: This optional record type enables the funding school or district to enter specific students previously submitted to the KIDS Collection System to populate the student into Sped-Pro without claiming the student in KIDS. This record type is only for students receiving special education services and no student data will be updated with this record type.

Submission Window: Any time the KIDS Collection System is open.

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Students to Submit

Students with a:

- Primary Disability Code of 'WD' in field D35
- or
- Gifted Student Code of 'GI' in field D36

Who Submits?

- Funding school
- Accountability School
- Cooperative (COOP) or Interlocal can request Funding/Accountability School to submit

Data As Of: At time services are rendered.

Records Unique in Batch By:

- D1: Record Type
- D13: State Student Identifier
- D15: Funding School Identifier

QERY Collection

For more in depth information please check out the Submission Details Document-QERY v15.00 on the KIDS website

Purpose: This record type enables the school or district obtain data about specific students previously submitted to the KIDS Collection System. The QERY 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 QERY record submission is dependent upon the submitting school's relationship to the student, and on the amount of information included in the QERY submission. More data is returned if the student's current Accountability School submits the QERY record.

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Submission Window

- Any time KIDS is available.
- QUERY records must be submitted in a batch file by themselves—they cannot be mixed in a KIDS batch file with other record types (such as ENRL, TEST, ASGT, etc.).

Students to Submit

QUERY records may be submitted for any student in order to receive, via batch file, the most recent KIDS data submitted for a student.

- Any student.
- If you have claimed the student, the data returned to the user will be the most recent data submitted by your school.
- If the student was claimed by another school/district, the data returned will be the most recent data submitted by the student's current Accountability School.
- If the report is generated at the district level and both schools are within that district, the data returned will be that of the current Accountability School.

Who Submits?

- Any school (Accountability, Funding, or Attendance, but not Educator School Identifier) may submit QUERY records.
- This is not a required submission.
- The type of data that is returned on a student will depend on whether the school submitting the QUERY record is the current Accountability School for that State Student ID (SSID) or not. More data elements are returned to the current Accountability School because the student will be included in their accountability calculations. FERPA regulations only allow the current school to have access to a student's data.

Data As Of: N/A

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

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, 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 ▪ MILT for Military Funding and Enrollment ▪ SMSC for REAP Allocations ▪ SPED to populate a student into Sped- Pro without claiming the student in KIDS. |

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

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----------|---|----|--------------|-----|--|
| 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, MILT 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 Identifier 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) not on an IEP ('ND' in D35: Primary Disability Code).</p> <p>Note1: Building number 0001 and 0002 will only be accepted as Accountability School Identifiers.</p> <p>Note2: Building 0001 should only be used for non-Kansas resident students that are attending or receiving services in Kansas schools</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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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----------|--------------------------|----|--------------|-----|--|
| 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., and 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, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|--------------------------|----|--------------|-----|---|
| 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.</p> <p>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 Preschool-Aged At-Risk program 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."</p> <p>Grade level "04" is for three-year-old and four-year-old students who meet the at-risk criteria for the State Preschool-Aged At-Risk program and do not have an IEP for a disability.</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. Students, age 22 and older as of 10/1/2019, must be submitted as grade level '18'.</p> <p>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 = State Preschool-Aged 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, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|---------------------------------------|----|--------------|--|---|
| N | D14 | Current School Year | 4 | yyyy | All | The ending year of the current school year. For example, if it is the 2019-2020 school year, enter 2020. |
| O | D15 | Funding School Identifier | 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 Identifier 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 Identifier 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>Note: Building 0003 will only be accepted as a Funding School Identifier</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 takes the state assessments. For TEST, EXIT, and EOYA records, if the D2: Accountability School Identifier 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, MILT, 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 to KIDS" on the KIDS project website (https://kidsweb.ksde.org/).</p> |
| R | D18 | School Entry Date | 10 | mm/dd/yyyy | ASGT, ENRL, TEST, EOYA, SMSC, MILT, EXIT, SPED | 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> |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|------------|--|----|---------------|--|--|
| S | D19 | District Entry Date | 10 | mm/dd/yyyy | ASGT, ENRL, TEST, EOYA, SMSC, MILT, EXIT, SPED | 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, MILT, EXIT, SPED | 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 | First Instructional Date | 10 | mm/dd/yyyy | ASGT, ENRL, TEST, EOYA, MILT, EXIT, SPED | <p>The month, day, year on which the student first receives instructional services during the current school year.</p> <p>This field is required if the student has any of the following values</p> <ul style="list-style-type: none"> • D35: Primary Disability Code = 'WD' • D36: Gifted Student Code = 'GI' • D37: Qualified for 504 > 0 • D38: Residence of Homeless Student while Homeless > 0 • D46: Title I Participation > 0 • D53: Military Connected Student Indicator > 0 • D54: Immigrant Student > 0 • D56: Neglected Student > 0 <p>If the student should leave and then re-enroll, this date should reflect the most recent instructional start date.</p> |
| V | D22 | Cumulative Number of Days in Membership | 5 | Numeric 999.9 | EOYA, SMSC, EXIT | <p>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.</p> <p>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.</p> |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|------------|---|---|---------------|------------------------|---|
| W | D23 | Cumulative Number of Days Attended | 5 | Numeric 999.9 | EOYA, SMSC, EXIT | <p>The number of days the student has been present in this school/program when school was in session during the current school year.</p> <p>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.</p> <p>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.</p> |
| X | D24 | Truant Student | 1 | Alphanumeric | EOYA | <p>An indicator of whether or not the student has been truant at any time during the current school year, for the Accountability School listed in D2: Accountability School Identifier</p> <p>Allowable values:</p> <ul style="list-style-type: none"> ▪ 0 = No ▪ 1 = Yes <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> |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|------------------|---|-------------|---------------|--|
| Y | D25 | Minutes Enrolled | 3 | Numeric 999 | ENRL, MILT | <p>The number of minutes per day that the student was enrolled in this district on September 20 (see September 20 Rule below²) &, if applicable, on Feb. 20³. 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.</p> <p>Note1: 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.</p> <p>Note2: 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.</p> |

²SEPTEMBER 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 2019-2020 Submission Details Document - ENRL located on the KIDS project website (<https://kidsweb.ksde.org/>) under the documents tab.

³FEBRUARY 20 RULE: A student (Military Connected Student) must be enrolled and attending on February 20. If absent on February 20 then the student must have attended once on or after February 1, and once after February 20 but on or before March 4. If February 20 falls on a non-school day, use the first school day after February 20.

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|-----------------------------------|----|------------|------------|---|
| Z | D26 | Concurrent High School Enrollment | 1 | Numeric | ENRL, MILT | <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 D36: 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 D45: 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> |
| AA | D27 | 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, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|----------------------|---|---------|------|---|
| AB | D28 | 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 schooling⁴ ▪ 8 = Graduated with regular diploma ▪ 10 = Student death ▪ 11 = Student illness ▪ 12 = Student expulsion (or long-term suspension) ▪ 13 = Reached maximum age for services⁵ ▪ 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. ▪ 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 |

⁴This code includes students who leave the formal education system to continue a religious community-based education (i.e. Amish).

⁵ If student was previously submitted with an D28: Exit/Withdrawal Type = 22, then the student should not be submitted with an D28: Exit/Withdrawal type = 13. An D28: Exit/Withdrawal Type = 8 should be submitted when the student no longer receives transitional services.

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 D35: 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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|--|-----|---------------------------------------|---|-----------------|------|---|
| AC | D29 | Unweighted Grade Point Average (GPA) | 4 | Numeric 9.99 | EXIT | <p>The student's unweighted cumulative GPA upon graduating from high school with a regular high school diploma. This field is required when D28: Exit/Withdrawal Type = '8'.</p> <p>Allowable values: 0.00 - 4.00</p> <p>Unweighted GPA Definition: 4.00 = A 3.00 = B 2.00 = C 1.00 = D 0.00 = F</p> <p>Note: This field will only be accepted for EXIT records with a D28: Exit/Withdrawal Type = '8'. All other submissions will receive an error</p> |
| AD | D30 | Qualified Admissions | 1 | Alphanumeric | EXIT | <p>An indication of whether the student met the Kansas Qualified Admissions Pre-College Curriculum criteria. This field is required when D28: Exit/Withdrawal Type = '8'.</p> <p>Allowable values: 0 = No 1 = Yes</p> <p>See Appendix F for subjects and units necessary to meet the qualified admissions criteria.</p> <p>Note: This field will only be accepted for EXIT records with a D28: Exit/Withdrawal Type = '8'. All other submissions will receive an error</p> |
| AE | D31 | Special Circumstances Transfer Choice | 1 | Alphanumeric | EOYA | <p>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.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> ▪ 0 = No transfer under these provisions ▪ 2 = Transfer using unsafe school provision (applicable only when student transfers to another school within the same district) <p>This must be reported by the gaining school.</p> |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | | | | | | | | | | | |
|--|--------|---|--------|---|--|---|--------|--------|--------|--------|--------|-------|-------|-------|-------|-------|
| AF | D32 | Post-Graduation Plans | 1 | Numeric | EXIT | <p>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 D28: EXIT/Withdrawal Type = '8', or '22'. For graduates who did not report current or future status, use the "Status Unknown" category.</p> <p>Allowable values:</p> <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 | | | | | | | | | | |
| AG | D33 | 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 | <p>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.</p> <p>Positions:</p> <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 <p>Allowable values in each position:</p> <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 | | | | | | | | | | | | |
| AH | D34 | Eligibility for National School Lunch Program | 1 | Alphanumeric | ENRL, TEST, EOYA, MILT, EXIT | <p>An indication of the student's eligibility for free or reduced price lunch programs. This eligibility is established through the Direct Certification process or the National School Lunch Program application.</p> <p>Allowable values:</p> <ul style="list-style-type: none">0 = Not Eligible1 = Eligible for Reduced Price Lunch2 = Eligible for Free Lunch <p>Note: Approved Community Eligibility Provision schools should not mark all students with 2 = Eligible for Free Lunch. Rather, mark 1 or 2 only for those students with a completed Household Economic Survey form.</p> | | | | | | | | | | |
| AI | D35 | Primary Disability Code | 2 | Alpha | ASGT, ENRL, TEST, EOYA, MILT, EXIT, SPED | <p>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.</p> <p>Allowable values:</p> <ul style="list-style-type: none">ND = No DisabilityWD = Yes, is on an IEP and receives special education services. | | | | | | | | | | |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|---------------------|---|--------------|--|---|
| AJ | D36 | Gifted Student Code | 2 | Alpha | ASGT, ENRL, TEST, EOYA, MILT, EXIT, SPED | <p>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.</p> <p>Allowable values are:</p> <ul style="list-style-type: none"> ▪ Blank = None ▪ GI = Giftedness |
| AK | D37 | Qualified for 504 | 1 | Alphanumeric | EOYA | <p>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.</p> <p>Allowable values:</p> <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 • <p>Note1: Students receiving special education services because of a disability automatically qualify. Therefore, any student marked with a disability code in D35: Primary Disability Code must be marked as a '1'.</p> <p>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.</p> |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|--|---|--------------|------------------------|--|
| AL | D38 | 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. 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 or transitional housing ▪ 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 or transitional housing ▪ 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 in KIDS” on the KIDS project website (https://kidsweb.ksde.org/).</p> |

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|--|------------------------|--|---------------|--------------|------------------------|--|
| ESOL Field | Value in D42† | 1, 2, or 3 | 5 or 6 | 7 | 8 | 0 |
| | Program Entry D39 | Filled in | Filled in | Filled in | Filled in | Blank |
| | US Entry D40 | Filled in | Filled in | Filled in | Filled in | Blank |
| | First Language D41*** | Filled in | Filled in | Filled in | Filled in | Filled in |
| | Program End Date D43** | Blank | Blank | Filled in | Filled in | Blank |
| | Contact Minutes D44* | Filled in | Blank | Filled in | Blank | Blank |
| Requirements: D39-D44 | | | | | | <p>†On ASGT, SPED and EXIT record types, only D42: ESOL/Bilingual Program Participation Code is required.</p> <p>*D44: ESOL/Bilingual Student Contact Minutes are required for ENRL and MILT record types only.</p> <p>**D43: ESOL/Bilingual Program Ending Date is required for EOYA record type only.</p> <p>***D41: First Language is required for all students; 'eng' is not a valid value for records with a value other than '0' in D42: ESOL/Bilingual Program Participation Code.</p> |
| AM | D39 | ESOL/Bilingual Program Entry Date | 10 | mm/dd/yyyy | ENRL, TEST, MILT, 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 placement test. This field is blank if the student is not an ESOL or ESOL eligible student. See D42: ESOL/Bilingual Program Participation Code. |
| AN | D40 | First Entry Date into a School in the United States | 10 | mm/dd/yyyy | ENRL, TEST, MILT, 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 D39: ESOL/Bilingual Program Entry Date. |
| AO | D41 | First Language | 3 | Alphanumeric | ENRL, TEST, MILT, EOYA | <p>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 D42: ESOL/Bilingual Program Participation Code must report a value other than 'eng' in this field.</p> <p>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.</p> <p>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.</p> <p>Allowable values: See Appendix D for the list of allowable languages and codes.</p> |

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|--|-----|---|---|--------------|--|---|
| AP | D42 | ESOL/Bilingual Program Participation Code | 1 | Alphanumeric | ASGT, ENRL, TEST, EOYA, MILT, EXIT, SPED | <p>The type of ESOL/Bilingual Program in which the student participates. This field must contain a valid allowable value if (D39: ESOL/Bilingual Program Entry Date) 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 • 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 and tested with KELPA. • 6 = Receives ESOL services and not funded with Title III and/or State ESOL Funding • 7 = Optional Transitional year, for a student scoring 3/Proficient on last year's KELPA, but services are still needed for EL support. (If EL services are not provided, select monitored status). Minutes must be provided and entered in field D44: ESOL/Bilingual Student Contact Minutes and the program ending date must be entered in D43: ESOL/Bilingual Program Ending Date. A transitional student will either be placed on monitored status the following year and remain for two years or becomes eligible to re-enter the ESOL program, receive services and testing requirements. • 8 = Monitored, for a student scoring proficient on last year's KELPA and is not receiving EL support minutes(transitional year not chosen) OR is in second year monitored status. |

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| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|--|----|--------------|------------|---|
| AQ | D43 | ESOL/Bilingual Program Ending Date | 10 | mm/dd/yyyy | EOYA | Date (month, day, and year) student exits or becomes ineligible for an ESOL/Bilingual program, based on results of English language proficiency on the KELPA. Students exit the ESOL program when they score a "3/Proficient" on the Kansas English Language Proficiency Assessment (KELPA) one year regardless of an option of transitional year chosen for the student. 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 D39: ESOL/Bilingual Program Entry Date. |
| AR | D44 | ESOL/Bilingual Student Contact Minutes | 3 | Numeric 999 | ENRL, MILT | The number of minutes the student received instruction in an approved ESOL/Bilingual program on September 20. This includes students in field D42: ESOL/Bilingual Program Participation Code with a value of (1, 2, 3, and 7). 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 D39: ESOL/Bilingual Program Entry Date. |
| AS | D45 | Career and Technical Education Contact Minutes | 3 | Numeric 999 | ENRL, MILT | <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> |
| AT | D46 | 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 non-public 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> |

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|--|-----|---|----|--------------|------------|--|
| AU | D47 | Miles Transported | 4 | Numeric 99.9 | ENRL, MILT | <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> |
| AV | D48 | Transportation FTE | 3 | Numeric 9.9 | ENRL, MILT | <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> |
| AW | D49 | Student's Transportation Street Address | 30 | Alphanumeric | ENRL, MILT | <p>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.</p> |
| AX | D50 | Student's Transportation City | 20 | Alpha | ENRL, MILT | <p>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.</p> |
| AY | D51 | Student's Transportation Zip Code | 10 | 99999-9999 | ENRL, MILT | <p>The five or nine digit zip code portion of the transportation address. This field is required for all students on ENRL.</p> |
| AZ | D52 | Non-Resident Transportation | 1 | Alphanumeric | ENRL, MILT | <p>An indication that the student is attending the district under an agreement by the district under KSA 72-3124 (over 2.5 mile law)⁹.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> ▪ 0 = No ▪ 1 = Yes |

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.

K I D S 2019-2020 Collection System File Specifications

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|--------------------------------------|----|--------------|------------------------------|--|
| BA | D53 | Military Connected Student Indicator | 1 | Alphanumeric | ENRL, TEST, EXIT, MILT, EOYA | <p>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.</p> <p>Allowable values:</p> <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 or a member of the National Guard or Reserve Forces called to Active Duty (full-time) at the time of submission 2 = Student is a dependent of a traditional part-time status member of the National Guard or Reserve Forces (Army, Navy, Air Force, Marine Corps or Coast Guard) |
| BB | D54 | Immigrant Student | 1 | Alphanumeric | ENRL, EOYA | <p>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.</p> <p>Allowable values:</p> <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> |
| BC | D55 | Country of Birth | 30 | Alphanumeric | ENRL, EOYA | <p>Indicates the country of birth for Immigrant students. Required if '1' or '2' reported on D54: 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.</p> |

K I D S 2019-2020 Collection System File Specifications

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|---|---|--------------|------------------|---|
| BD | D56 | Neglected Student | 1 | Alphanumeric | EOYA | <p>A flag that identifies a neglected student who was served under Title I Part A funds at some time during the year. Neglected Students are students who have been committed to an institution (other than a foster home) or voluntarily placed under applicable State law due to abandonment, neglect or death of his or her parents or guardians. Report only students in locally operated institutions for neglected children who were provided Title I, Part A services. Students who do not meet the definition of neglected should have a zero in this field.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = Not a neglected student 1 = Neglected student currently served under Title I Part A 2 = Neglected student not currently served under Title I Part A but has been during this school year 3 = Neglected student not receiving Title I services <p>Note1: If the district is setting aside Title I funds for neglected they should be reporting students. If the district is not setting aside funds, no students should be reported in this field.</p> <p>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.</p> |
| BE | D57 | Kansas Pre-K Pilot Program (KPP) | 1 | Alphanumeric | ENRL, MILT, EOYA | <p>An indication that the child participates or participated in the Kansas Preschool Pilot during this school year. This field is required in grades 01-04 where the district is participating in the Kansas Preschool Pilot.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 0 = No 1 = Yes <p>Note: The Kansas Preschool Pilot grant supports children aged 3 through 5 (grades 01-04). Children eligible for kindergarten (age 5 on or before August 31) may not be served with these funds.</p> |
| BF | D58 | Kansas Parents as Teachers Program (KPAT) | 1 | Alphanumeric | ENRL, MILT, EOYA | <p>An indication that the child's family participates or participated in the Kansas Parents as Teachers program during this school year. This field is required for children in grades 00-04.</p> <p>Allowable Values:</p> <ul style="list-style-type: none"> 0 = No 1 = Yes <p>Note: Only children receiving services supported by the Kansas State Department of Education's Kansas Parents as Teachers grant should be marked as 1. Children who receive Parents as Teachers programming that is supported through other funding sources should have a zero in this field. Age eligibility: Prenatal to 72 months.</p> |

K I D S 2019-2020 Collection System File Specifications

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|--|----|--------------|-----------------|--|
| BG | D59 | Math Grouping Indicator 1 | 50 | Alphanumeric | TEST (Optional) | The primary way by which the district wants mathematics test tickets sorted for distribution to schools. |
| BH | D60 | 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. |
| BI | D61 | 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. |
| BJ | D62 | 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. |
| BK | D63 | Science Grouping Indicator 1 | 50 | Alphanumeric | TEST (Optional) | The primary way by which the district wants science test tickets sorted for distribution to schools. |
| BL | D64 | 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. |
| BM | D65 | Comprehensive Agriculture Grouping Indicator | 50 | Alphanumeric | TEST (Optional) | The way by which the district wants Comprehensive Agriculture test tickets sorted for distribution to schools. |
| BN | D66 | Animal Systems Grouping Indicator | 50 | Alphanumeric | TEST (Optional) | The way by which the district wants Animal Systems test tickets sorted for distribution to schools. |
| BO | D67 | Plant Systems Grouping Indicator | 50 | Alphanumeric | TEST (Optional) | The way by which the district wants Plant Systems test tickets sorted for distribution to schools. |
| BP | D68 | KELPA Grouping Indicator 1 | 50 | Alphanumeric | TEST (Optional) | The primary way by which the district wants KELPA test tickets sorted for distribution to schools. |
| BQ | D69 | KELPA Grouping Indicator 2 | 50 | Alphanumeric | TEST (Optional) | A secondary way by which the district wants KELPA test tickets sorted within Grouping Indicator 1. Example: Grouping Indicator 1 = Mrs. Smith Grouping Indicator 2 = 1 st period. |

K I D S 2019-2020 Collection System File Specifications

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|-----|--|---|--------------|------|--|
| BR | D70 | 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 = General Assessment ▪ C = Clear test subject indicator |
| BS | D71 | 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 = General Assessment ▪ C = Clear test subject indicator |
| BT | D72 | 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 = General Assessment ▪ C = Clear test subject indicator |
| BU | D73 | State History/Gov 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 11, 13, or 16. Allowable values: <ul style="list-style-type: none"> • 0 = No test in this content area • 2 = General Assessment • C = Clear test subject indicator |
| BV | D74 | Comprehensive Agriculture 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 14-17. 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 Power, Structural, and Technical Systems module ▪ 5 = No assessment, Power, Structural, and Technical Systems module only ▪ C = Clear test subject indicator |

K I D S 2019-2020 Collection System File Specifications

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|------------|---|-----|--------------|------|--|
| BW | D75 | 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 14-17. Allowable values: <ul style="list-style-type: none"> 0 = No test in this content area 1 = Yes, test in this content area C = Clear test subject indicator |
| BX | D76 | 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 14-17. 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 5 = No assessment, Horticulture module only C = Clear test subject indicator |
| BY | D77 | Kansas English Language Proficiency Assessment (KELPA) | 1 | Alphanumeric | TEST | 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. Allowable values: <ul style="list-style-type: none"> 0 = No assessment in this content area 1 = KELPA for current ESOL students only 2 = KELPA for student who is ESOL program eligible, but not currently receiving ESOL program services. C = Clear test subject indicator In order to have a '1' in this field, a student must be marked as '1'-'3' or '6' on D42: ESOL/Bilingual Program Participation Code. In order to have a '2' in this field, a student must be marked as '5' on D42: ESOL/Bilingual Program Participation Code. |
| BZ | D78 | KELPA 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 KELPA assessment in KITE. A non-blank value must be submitted in this field if a value of '1' or '2' is selected in D77: Kansas English Language Proficiency Assessment (KELPA). |
| CA | D79 | KELPA 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 D77: Kansas English Language Proficiency Assessment (KELPA) and D78: KELPA Proctor ID has a non-blank value; but it is not required. |
| CB | D80 | KELPA 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 D77: Kansas English Language Proficiency Assessment (KELPA) and D78: KELPA Proctor ID has a non-blank value; but it is not required. |

K I D S 2019-2020 Collection System File Specifications

| Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File) | | | | | | |
|--|------------|--|-----|--------------|----------------|---|
| CC | D81 | American College Testing (ACT) Assessment | 1w | Alphanumeric | Test | <p>An indication the student will take the American College Testing (ACT) Assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 16 or 17. *Please note this is only for students who have not previously taken the ACT.*</p> <ul style="list-style-type: none"> • 0 = No test administered • 1 = Yes, test in this content area • C = Clear test subject indicator |
| CD | D82 | ACT WorkKeys Assessment | 1 | Alphanumeric | TEST | <p>An indication the student will take the ACT WorkKeys Assessment during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must equal 16 or 17. *Please note this is only for students who have not previously taken the ACT WorkKeys Assessment.*</p> <ul style="list-style-type: none"> • 0 = No test in this content area • 1 = Yes, test in this content area • C = Clear test subject indicator |
| CE | D83 | 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. |
| CF | D84 | 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. |
| CG | D85 | 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 2019-2020 Collection System File Specifications: TASC

Teacher and Student Connection (TASC) Collection File Specifications

For more in depth information please check out the Submission Details Document-TASC v6.00 on the KIDS website



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, Uses of this data may include:

- KITE for Interim assessments.
- Provide educators a link to current students' in Center for Educational Testing and Evaluation (CETE) accounts for ELA and Math interim assessments only.
- Create list of Pre-K students to report survey data in Success in School.
- Provide data through the Student Record Exchange for students that move between schools.

Submission Window:

- September 3, 2019 – May 22, 2020

Students to Submit:

- Pre-K through 12th Grade
- Public and Private school students

K I D S 2019-2020 Collection System File Specifications: TASC

Who Submits:

- Student's School Identifier

Accredited private schools should submit ENRL Records according to the guidance outlined in this document.

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

State Subject Areas Used to create Interim Assessments:

| State Subject Area | Interim Assessment in KITE |
|---|----------------------------|
| 01-English Language and Literature (High School) | ELA |
| 02-Mathematics (High School) | Math |
| 51-English Language and Literature (Middle School/Jr. High) | ELA |
| 52-Mathematics (Middle School/Jr. High) | Math |
| 80-Self-Contained | ELA and Math |
| 81-English Language and Literature (Elementary) | ELA |
| 82-Mathematics (Elementary) | Math |

K I D S 2019-2020 Collection System File Specifications: TASC

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., and 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> <div> ▪ 00 = Birth – 2 years old ▪ 01 = 3-Yr-Old Preschooler ▪ 02 = 4-Yr-Old Preschooler ▪ 03 = 5-Yr-Old and Older Preschooler ▪ 04 = State Preschool-Aged At- Risk ▪ 05 = Kindergarten ▪ 06 = First Grade ▪ 07 = Second Grade ▪ 08 = Third Grade </div> <div> ▪ 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 2019-2020 Collection System File Specifications: TASC

| 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 2019-2020 school year, enter 2020. | | | | | | | | | | |
| 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: <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 | 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. | | | | | | | | | | |

K I D S 2019-2020 Collection System File Specifications: TASC

| Detail Record Layout for TASC Records (District/School SIS Collection Export File) | | | | | | |
|--|------------|-----------------------------------|----------------|----------------|-------------------------------------|--|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values |
| 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. |
| 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 2019-2020 Collection System File Specifications: KCAN

Kansans Can (KCAN) Collection File Specifications

For more in depth information please check out the Submission Details Document-KCAN v4.00 on the KIDS website



This resource serves as the KIDS Kansans Can (KCAN) Collections data dictionary.

This document contains:

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

This document does not include:

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

Purpose: This record type collects course information to support the Kansas State Board of Education Kansans Can initiatives for the following student populations only:

- Course enrollments and outcomes for Migrant Students to populate the Migrant application.
- Migrant Services provided during Summer term
- History/Gov assessment scores
- Course outcomes for Career and Technical Education (CTE) students to populate the Pathways application.
- CTE Certifications earned by students (formerly collected in the K-PAC application).
- Course outcomes for virtual students 19 and over to verify funding amounts.
- Course outcomes for students receiving dual credit on high school courses.

Submission Window: August 1, 2019 – September 08, 2020

- KCAN records with course outcomes for CTE courses should be submitted by 6/15/2019 to populate the Pathways application for required federal submission.
- KCAN Records must be submitted in a batch by themselves—they cannot be mixed in a KIDS batch with other record types.

K I D S 2019-2020 Collection System File Specifications: KCAN

Students to Submit: KCAN records are only required for the following population:

- Migrant students
- Migrant students with Received Services (summer school). Can only be submitted from June 1st – September 3rd.
- History/Gov assessment tested students
- Career Technical Education (CTE) students
- Dual Credit course outcomes for high school students
- CTE Certifications earned by students
- Virtual Education Students 19 and Over

Accredited private schools should submit KCAN Records according to the guidance outlined in this document.

Who Submits?

- Student's School Identifier building for the program that is required to submit the data

Records Unique in Batch by:

For Courses:

- F2: Student's School Identifier
- F12: State Student Identifier
- F13: School Year
- F18: Term
- F19: KCC Identifier
- F20: Course Section
- F21: Local Course ID

For Certificates (where F19: KCC ID = Certificate):

- F2: Student's School Identifier
- F12: State Student Identifier
- F13: School Year
- F18: Term
- F19: KCC Identifier
- F26: CTE Certification Earned

For Migrant Students receiving Summer services (where F19: KCC ID = MigrantServices)

K I D S 2019-2020 Collection System File Specifications: KCAN

- F2: Student's School Identifier
- F12: State Student Identifier
- F13: School Year
- F18: Term
- F19: KCC Identifier

For Students completing the History/Gov Assessment (where F19: KCC ID = HistoryGovScore)

- F2: Student's School Identifier
- F9: Student's Current Grade Level
- F12: State Student Identifier
- F13: School Year
- F25: History/Gov Assessment Task 1 Score
- F26: History/Gov Assessment Task 2 Score
- F27: History/Gov Assessment Task 3 Score

Undo: To undo a KCAN record, send another KCAN with Course Status = 99.

Validations:

- Valid F12: State Student ID
- Valid F19: KCCID, and F21: Local Course ID are associated with each other and with the district of the F2: Student's School Identifier in KCCMS.

Information that is required to be submitted on KCAN 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
- Migrant Services provided during Summer term
- 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). This information is collected to better track migrant student's enrollment and course progressions which will assist in

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placing them in appropriate courses as they relocate. It is critical to enter these grades as soon as possible. Within 30 days of the end of a term or if the student leaves, within 2 days of their exit, to meet federal reporting regulations.

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.

CTE Certifications that qualify for Excel in CTE funding must be obtained and submitted by May 22, 2020 to be eligible for payment graduation year. All other certifications listed in Appendix E may be submitted at any time until the window closes.

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.

Dual Credit students

- Course outcomes for completed high school courses receiving dual credit.

This information should be submitted by the school or district awarding the credit. This would include courses marked with a College/Career indicator of C, D, L or R.

History/Gov Assessment tested students

- The information should be submitted by the school that provides the assessment. It is critical to enter these grades as soon as the assessment results are known.

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Detail Record Layout for KCAN Records

| Detail Record Layout for KCAN 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"> KCAN for Kansans Can Board initiatives |
| 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. For CTE courses, this should be the building with the approved Pathway. 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., and 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 = State Preschool-Aged 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. |

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| Detail Record Layout for KCAN Records (District/School SIS Collection Export File) | | | | | | | | | | | | | | | | |
|--|------------|------------------------------|----------------|---|----------|---|--------|--------|--------|--------|--------|-------|-------|-------|-------|-------|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values | | | | | | | | | | |
| 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/LatinoN = NOT Hispanic/Latino | | | | | | | | | | |
| 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 2019-2020 school year, enter 2020. | | | | | | | | | | |
| 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: <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 | 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 F9: 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 (https://kidsweb.ksde.org/) on the Documents tab. | | | | | | | | | | |
| 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 | | | | | | | | | | |

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| Detail Record Layout for KCAN Records (District/School SIS Collection Export File) | | | | | | |
|--|------------|----------------------------|----------------|----------------|----------|---|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values |
| Q | F17 | Student is a Single Parent | 1 | Numeric | No | <p>Indicator of whether the student is a single parent during the school year the course information is submitted to KSDE. A student that is a single parent is defined as individuals who are unmarried or legally separated and have custody or joint custody of one or more minor children. This group includes teenagers or women who are pregnant. This data is submitted for students enrolled in CTE Pathways courses. This field is required if the College/Career indicator (last digit) of the KCC ID in F19 is 'F', 'C', 'L', or 'X'</p> <p>Allowable values:</p> <ul style="list-style-type: none"> Blank = This is not a CTE student 0 = No 1 = Yes |
| R | F18 | Term | 2 | Alphanumeric | Yes | <p>The term in which the course was taken and credit earned.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> S1 = Semester 1 S2 = Semester 2 Q1 = Quarter 1 Q2 = Quarter 2 Q3 = Quarter 3 Q4 = Quarter 4 T1 = Trimester 1 T2 = Trimester 2 T3 = Trimester 3 YR = Year Long SM = Summer |
| S | F19 | KCC Identifier | 17 | Alphanumeric | Yes | <p>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. If submitting a certificate earned, this field should contain 'Certificate'.</p> <p>If this field contains 'Certificate', Course Status must be '90'=Certificate Earned and non-blank values must be submitted in F26: CTE Certification Earned, F27: Date Earned, and F28: Graduation Year.</p> <p>If this field contains 'MigrantServices', Course Status must be '80'=Received Services(Migrant Only): F16: Migrant Student='1'</p> <p>Note: If this field contains 'HistoryGovScore', Course Status must be '70 = Assessment Scores' and non-blank values must be submitted in F25: History/Gov Assessment Task 1 Score</p> |

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| Detail Record Layout for KCAN Records (District/School SIS Collection Export File) | | | | | | | | | | | | |
|--|------------|-----------------|---|-------------------------|--------------|--|----------|----------------|----------------------|------------------|---------------|-----------------|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values | | | | | | |
| <div>Example:</div> <div>KCCMS Field Name:</div> | | | 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 |
| T | F20 | 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. If F19: KCC Identifier is 'Certificate', then this field should contain the word 'Certificate'. If F19: KCC Identifier is 'MigrantServices', then this field should contain the word 'MigrantServices'. If F19: KCC Identifier is 'HistoryGovScore', then this field should contain the word 'HistoryGovScore'. | | | | | | |
| U | F21 | Local Course ID | 50 | Alphanumeric | Yes | The identifier used by the school or district to identify an individual course in their Student Information System. If F19: KCC Identifier is 'Certificate', then this field should contain the word 'Certificate'. If F19: KCC Identifier is 'MigrantServices', then this field should contain the word 'MigrantServices'. If F19: KCC Identifier is 'HistoryGovScore', then this field should contain the word 'HistoryGovScore'. | | | | | | |

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| Detail Record Layout for KCAN Records (District/School SIS Collection Export File) | | | | | | |
|--|------------|---------------|----------------|------------------|----------|--|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values |
| V | F22 | Course Status | 2 | Numeric | Yes | <p>Indication of the student's status in the course.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 00 = Enrolled (Migrant only) 01 = Completed (Pass) 02 = Completed (Fail) 04 = Exited before course completion (Migrant only) 70 = Assessment Scores 80 = Received Services (Summer Migrant only) 90 = Certificate Earned 99 = Record Submitted in Error <p>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'.</p> <p>Records with a Course Status of '70' = AssessmentScores will only be accepted for records submitted with a value of 'HistoryGovScore' in F19: KCC Identifier.</p> <p>Records with a Course Status of '80' = Received Services will only be accepted for records submitted with a value of 'MigrantServices' in F19: KCC Identifier.</p> <p>Records with a Course Status of '90' = Certificate Earned will only be accepted for records submitted with a value of 'Certificate' in F19: KCC Identifier.</p> |
| W | F23 | Letter Grade | 2 | Alphanumeric | No | <p>Categorical letter grade level achieved as of the end of the course. If a value of '01', '02', or '04' is submitted in the F22: Course Status field, F23: Letter Grade needs to have a non-blank value. Information can be submitted in both F23: Letter Grade or F24: Percent Grade, but only F23: Letter Grade is required.</p> |
| X | F24 | Percent Grade | 5 | Numeric 999.9 | No | <p>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 F23: Letter Grade or F24: Percent Grade, but only F23: Letter Grade is required.</p> |

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| Detail Record Layout for KCAN Records (District/School SIS Collection Export File) | | | | | | |
|--|------------|--|----------------|----------------|----------|--|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values |
| Y | F25 | History/Gov Recognize and Evaluate Score | 2 | Alphanumeric | No | <p>The performance level the student achieved in Task 1 of the History/Government state assessment. This scoring Assessment for Task 1 Score is for the <u>Recognize and Evaluate</u> portion of the History/Gov Assessment for the grade level being assessed. See D73 – State History/Gov Assessment.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 00 = Student not assessed 01 = Student scored at performance level 1 02 = Student scored at performance level 2 03 = Student scored at performance level 3 04 = Student scored at performance level 4 |
| Z | F26 | History/Gov Analyze Context and Draw Conclusions Score | 2 | Alphanumeric | No | <p>The performance level the student achieved in Task 2 of the History/Government state assessment. . This scoring Assessment for Task 2 Score is for the <u>Analyze Context and Draw Conclusions</u> portion of the History/Gov Assessment for the grade level being assessed. See D73 – State History/Gov Assessment.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 00 = Student not assessed 01 = Student scored at performance level 1 02 = Student scored at performance level 2 03 = Student scored at performance level 3 04 = Student scored at performance level 4 |
| AA | F27 | History/Gov Research and Make Connections Score | 2 | Alphanumeric | No | <p>The performance level the student achieved in Task 3 of the History/Government state assessment. . This scoring Assessment for Task 3 Score is for the <u>Research and Make Connections</u> portion of the History/Gov Assessment for the grade level being assessed. See D73 – State History/Gov Assessment.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> 00 = Student not assessed 01 = Student scored at performance level 1 02 = Student scored at performance level 2 03 = Student scored at performance level 3 04 = Student scored at performance level 4 |
| AB | F28 | College Credits Earned | 5 | Numeric 99.99 | No | <p>The number of college credits earned for the dual credit courses and concurrent enrollments. This field is required if the College/Career indicator of the course in the F19: KCC Identifier is 'C', 'D', 'L' or 'R'.</p> |

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| Detail Record Layout for KCAN Records (District/School SIS Collection Export File) | | | | | | |
|--|------------|---------------------------------|----------------|---------------------|----------|--|
| Excel Ref# | Field Ref# | Field | Maximum Length | Format Details | Required | Comments/Values |
| AC | F29 | CTE Certification Earned | 4 | Numeric | No | The certification code associated with the CTE certification earned by the student during the current school year. This field is required if F19: KCC Identifier is 'Certificate'. Allowable values: See table in Appendix E. |
| AD | F30 | Date Earned | 10 | mm/dd/yyyy | No | The date on which the student earned the certification. This field is required if F19: KCC Identifier is 'Certificate'. |
| AE | F31 | Graduation Year | 4 | Numeric | No | The school year during which the student has or will graduate from high school. For example, if it is the 2019-2020 school year, enter 2020. This field is required if F19: KCC Identifier is 'Certificate'. Note: Graduation year must be between 2019-2024 |
| AF | F32 | First Instruction Date | 10 | mm/dd/yyyy | Yes | The first day of migrant student instruction or services for the current term (F18). This field is required if F16: Migrant Student has a value of '1' and the F19: KCC Identifier is not "Certificate" |
| AG | F33 | Last Instruction Date | 10 | mm/dd/yyyy | No | The last day of migrant student instruction for the current term (F18). This field is required if F16: Migrant Student has a value of '1' and Course Status is '01', '02', or '04'. |
| AH | F34 | Instructional Minutes Completed | 8 | Numeric 99999.99 | No | The number of minutes completed by a migrant student for each course upon exit. This field is required if F16: Migrant Student has a value of '1' and a F22: Course Status '04' = Exited before course completion. |
| AI | F35 | 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. |
| AJ | F36 | 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. |
| AK | F37 | 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. |

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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.

| Term | Brief Description | Source 1 | Source 2 | Source 3 | Source 4 |
|---|---|-------------------------------------|--|----------------------------------|----------|
| Accountability School Identifier | 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. | KIDS Documents Page | 2019-2020 Guidelines for Determining KIDS Collection Building Identifier | | |
| ASGT Collection | The ASGT Collection is used to allow staff to obtain identification numbers called State Student Identifiers (SSID) for new students, update “core” student data linked to a student’s SSID, to track students as they move between schools in the State of Kansas also known as “claiming” a student, and to establish a student—building link that will allow a student to become available in other KSDE applications. | KIDS Documents Page | Submission Details Document-ASGT | | |
| Attendance School Identifier | Identifier of the school or program in which the student is physically located and attends class, where the student takes State assessments, or the building number of the building associated with the program. | KIDS Documents Page | 2019-2020 Guidelines for Determining KIDS Collection Building Identifier | | |
| C.T.E. | Career and Technical Education CTE offers a diverse range of subjects and career fields, including a number of science, technology, engineering, and mathematics (STEM) subjects. | | 2019-2020 Guidelines for Reporting Career and Technical Education Data to KIDS | KSDE CTE Webpage | |

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| | | | | | |
|----------------------------------|--|-------------------------------------|--|--|--|
| ENRL Collection | The ENRL Collection focuses on gathering enrollment and program participation information on students. | KIDS Documents Page | Submission Details Document-ENRL | | |
| EOYA Collection | The purpose of the EOYA Collection is to gather attendance, membership, truancy, and program participation data for all students who were in membership at the Accountability School at any point during the school year. | KIDS Documents Page | Submission Details Document-EOYA | | |
| EXIT Collection | The EXIT Collection focuses on gathering exit information on students who have left a school for a variety of reasons (e.g., graduation, dropout, transfers, etc.). | KIDS Documents Page | Submission Details Document-EXIT | | |
| Funding School Identifier | 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. | KIDS Documents Page | 2019-2020 Guidelines for Determining KIDS Collection Building Identifier | | |
| QUERY Collection | QUERY is different from other KIDS record types (such as ENRL, TEST, etc.) in that rather than submitting student data to the State, schools will use QUERY records to retrieve data about their students. | KIDS Documents Page | Submission Details Document-QUERY | | |
| SMSC Collection | The SMSC collection focuses on small districts eligible for Rural Education Achievement Program (REAP) funding. | KIDS Documents Page | Submission Details Document-SMSC | | |
| State Student Identifier | The SSID number is the unique number assigned to a student (child) by the Kansas Individual Data on Students (KIDS) Assignment System. It is a 10-digit number that stays with the student for as long as the student attends an educational entity that is accredited by the Kansas State Department of Education (KSDE). | KIDS Documents Page | 2019-2020 Guidelines for Generating SSIDs | | |
| KCAN Collection | The KCAN data collection focuses on collecting the course outcomes. | KIDS Documents Page | Submission Details Document-KCAN | | |

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| | | | | | |
|------------------------------------|---|-------------------------------------|---|---|--|
| Student's School Identifier | 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. For CTE courses, this should be the building with the approved Pathway. | KIDS Documents Page | Submission Details Document-KCAN | Submission Details Document-TASC | Guidelines for Determining KIDS Collection Building Identifier v9.00 |
| TASC Collection | The TASC data collection focuses on providing links among the course's students take during the school year and the educator teaching the course. | KIDS Documents Page | Submission Details Document-TASC | | |
| TEST Collection | The TEST Collection focuses on gathering data for State assessments. | KIDS Documents Page | Submission Details Document-TEST | KSDE Assessments Webpage | KIDS Assessment Tab |
| Virtual School | The definition of a "virtual" student as it is reported in KIDS is different than a "virtual" course as it has been defined for reporting in the Kansas Course Code Management System (KCCMS) and a "virtual" teacher as it has been defined for reporting in the Educator Data Collection System (EDCS). | KIDS Documents Page | 2019-2020 Guidelines for Reporting Virtual Students to KIDS | KSDE Virtual Schools and Programs Webpage | |

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Appendix B: Required/Optional Fields

KIDS Collection Field Requirements by Record Type 2019-2020

| <i>Field Number</i> | <i>Excel Column</i> | <i>Field Name</i> | Federally Mandated | ASGT | ENRL | SMSC | MILT | TEST | EOYA | EXIT | SPED | QERY w/ID | QERY w/o ID |
|---------------------|---------------------|--------------------------------------|---------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------------|--------------------|
| D1 | A | Record Type | No | R | R | R | R | R | R | R | R | R | R |
| D2 | B | Accountability School Identifier | Yes | R | R | R | R | R | R | R | R | O | R |
| D3 | C | Residence District Identifier | No | R | R | R | R | R | R | R | R | O | O |
| D4 | D | Legal Last Name | No | R | R | R | R | R | R | R | R | O | R |
| D5 | E | Legal First Name | No | R | R | R | R | R | R | R | R | O | O |
| D6 | F | Legal Middle Name | No | O | O | O | O | O | O | O | O | O | O |
| D7 | G | Generation Code | No | O | O | O | O | O | O | O | O | O | O |
| D8 | H | Gender | Yes | R* | R* | R* | R* | R* | R* | R* | R* | O | O |
| D9 | I | Date of Birth | No | R | R | R | R | R | R | R | R | O | O |
| D10 | J | Current Grade Level | Yes | R* | R* | R* | R* | R* | R* | R* | R* | O | O |
| D11 | K | Local Student Identifier | No | R | R | R | R | R | R | R | R | O | O |
| D12 | L | Hispanic Ethnicity | Yes | R | R | R | R | R | R | R | R | O | O |
| D13 | M | State Student Identifier | No | O | R | R | R | R | R | R | R | R | |
| D14 | N | Current School Year | Yes | R | R | R | R | R | R | R | R | R | R |
| D15 | O | Funding School Identifier | Yes | R | R | R | R | R | R | R | R | O | O |
| D16 | P | Attendance School/Program Identifier | No | R | R | R | R | R | R | R | R | O | O |
| D17 | Q | Virtual Education Student | No | | R* | | R* | | R* | | | | |
| D18 | R | School Entry Date | Yes | R | R | R | R | R | R | R | R | | |
| D19 | S | District Entry Date | Yes | R | R | R | R | R | R | R | R | | |
| D20 | T | State Entry Date | Yes | R | R | R | R | R | R | R | R | | |
| D21 | U | First Instructional Date | No | R | R | | R | R | R | R | R | | |

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| | | | | | | | | | | | | | |
|-----|----|---|-----|----|----|---|----|----|----|----|----|---|---|
| D22 | V | Cumulative Number of Days in Membership | Yes | | | R | | | R | R | | | |
| D23 | W | Cumulative Number of Days Attended | Yes | | | R | | | R | R | | | |
| D24 | X | Truant Student | Yes | | | | | | R* | | | | |
| D25 | Y | Minutes Enrolled | No | | R* | | R* | | | | | | |
| D26 | Z | Concurrent High School Enrollment | No | | R* | | R* | | | | | | |
| D27 | AA | Exit/Withdrawal Date | Yes | E | E | E | E | E | E | R | E | E | E |
| D28 | AB | Exit/Withdrawal Type | Yes | E | E | E | E | E | E | R | E | E | E |
| D29 | AC | Unweighted Grade Point Average (GPA) | No | E | E | E | E | E | E | R | E | E | E |
| D30 | AD | Qualified Admissions | No | E | E | E | E | E | E | R | E | E | E |
| D31 | AE | Special Circumstances Transfer Choice | Yes | | | | | | R* | | | | |
| D32 | AF | Post-Graduation Plans | No | E | E | E | E | E | E | R | E | E | E |
| D33 | AG | Comprehensive Race | Yes | R | R | R | R | R | R | R | R | O | O |
| D34 | AH | Eligibility for National School Lunch Program | Yes | | R* | | R* | R* | R* | R* | | | |
| D35 | AI | Primary Disability Code | Yes | R | R | | R | R | R | R | R | | |
| D36 | AJ | Gifted Student Code | Yes | X | X | | X | X | X | X | X | | |
| D37 | AK | Qualified for 504 | Yes | | | | | | R* | | | | |
| D38 | AL | Residence of Homeless Student while Homeless | Yes | | R* | | | R* | R* | R* | | | |
| D39 | AM | ESOL /Bilingual Program Entry Date | Yes | | X | | X | X | X | | | | |
| D40 | AN | First Entry Date into a School in the United States | Yes | | X | | X | X | X | | | | |
| D41 | AO | First Language | Yes | | R | | R | R | R | | | | |
| D42 | AP | ESOL/Bilingual Program Participation Code | Yes | R* | R* | | R* | R* | R* | R* | R* | | |
| D43 | AQ | ESOL/Bilingual Program Ending Date | Yes | | | | | | X | | | | |
| D44 | AR | ESOL Bilingual Student Contact Minutes | No | | X | | X | | | | | | |
| D45 | AS | Career and Technical Education Contact Minutes | No | | X | | X | | | | | | |
| D46 | AT | Title I Participation | Yes | | | | | | R* | | | | |
| D47 | AU | Miles Transported | No | | R* | | R* | | | | | | |
| D48 | AV | Transportation FTE | No | | R* | | R* | | | | | | |
| D49 | AW | Student's Transportation Street Address | No | | R | | R | | | | | | |
| D50 | AX | Student's Transportation City | No | | R | | R | | | | | | |
| D51 | AY | Student's Transportation Zip Code | No | | R | | R | | | | | | |
| D52 | AZ | Non-Resident Transportation | No | | R* | | R* | | | | | | |

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| | | | | | | | | | | | | | |
|-----|----|--|-----|---|----|---|----|----|----|----|---|---|---|
| D53 | BA | Military Connected Student Indicator | Yes | | R* | | R* | R* | R* | R* | | | |
| D54 | BB | Immigrant Student | Yes | | R* | | | | R* | | | | |
| D55 | BC | Country of Birth | Yes | | X | | | | X | | | | |
| D56 | BD | Neglected Student | Yes | | | | | | R* | | | | |
| D57 | BE | Kansas Pre-K Pilot Program (KPP) | No | | R* | | R* | | R* | | | | |
| D58 | BF | Kansas Parents as Teachers Program (KPAT) | No | | R* | | R* | | R* | | | | |
| D59 | BG | Math Grouping Indicator 1 | No | | | | | O | | | | | |
| D60 | BH | Math Grouping Indicator 2 | No | | | | | O | | | | | |
| D61 | BI | English Language Arts - ELA Grouping Indicator 1 | No | | | | | O | | | | | |
| D62 | BJ | English Language Arts - ELA Grouping Indicator 2 | No | | | | | O | | | | | |
| D63 | BK | Science Grouping Indicator 1 | No | | | | | O | | | | | |
| D64 | BL | Science Grouping Indicator 2 | No | | | | | O | | | | | |
| D65 | BM | Comprehensive Agriculture Grouping Indicator | No | | | | | O | | | | | |
| D66 | BN | Animal Systems Grouping Indicator | No | | | | | O | | | | | |
| D67 | BO | Plant Systems Grouping Indicator | No | | | | | O | | | | | |
| D68 | BP | KELPA Grouping Indicator 1 | No | | | | | O | | | | | |
| D69 | BQ | KELPA Grouping Indicator 2 | No | | | | | O | | | | | |
| D70 | BR | State Mathematics Assessment | Yes | | | | | R* | | | | | |
| D71 | BS | State English Language Arts - ELA Assessment | Yes | | | | | R* | | | | | |
| D72 | BT | State Science Assessment | Yes | | | | | R* | | | | | |
| D73 | BU | State History/Gov Assessment | Yes | | | | | R* | | | | | |
| D74 | BV | Comprehensive Agriculture Assessment | No | | | | | R* | | | | | |
| D75 | BW | Animal Systems Assessment | No | | | | | R* | | | | | |
| D76 | BX | Plant Systems Assessment | No | | | | | R* | | | | | |
| D77 | BY | Kansas English Language Proficiency Assessment (KELPA) | Yes | | | | | R* | | | | | |
| D78 | BZ | KELPA Proctor ID | No | | | | | X | | | | | |
| D79 | CA | KELPA Proctor First Name | No | | | | | X | | | | | |
| D80 | CB | KELPA Proctor Last Name | No | | | | | X | | | | | |
| D81 | CC | American College Testing (ACT) Assessment | No | | | | | R* | | | | | |
| D82 | CD | ACT WorkKeys Assessment | No | | | | | R* | | | | | |
| D83 | CE | User Field 1 | No | O | O | O | O | O | O | O | O | O | O |

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| | | | | | | | | | | | | | |
|-----|----|--------------|----|---|---|---|---|---|---|---|---|---|---|
| D84 | CF | User Field 2 | No | O | O | O | O | O | O | O | O | O | O |
| D85 | CG | User Field 3 | No | O | O | 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.

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

Blank Type.

E Must be blank

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Appendix C: Submission Graphic

WHO SUBMITS KIDS RECORDS?

| Record Type | Accountability School | Funding School | Attendance School | Educator 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 |
| MILT | OK | OK | X | X |
| KCAN and TASC | X | X | X | OK |
| SPED | X | OK | X | X |
| QERY | OK | OK | OK | X |

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Appendix D: First Language Codes

| Language | Code |
|--|------|
| Abkhazian | abk |
| Achinese | ace |
| Acoli | ach |
| Adangme | ada |
| Adyghe; Adyghe | 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 |

| Language | Code |
|-----------------|------|
| Avaric | ava |
| Avestan | ave |
| 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 |

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| Language | Code |
|-----------------------------------|------|
| Bulgarian | bul |
| Buriat | bua |
| Burmese | bur |
| 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 |

| Language | Code |
|----------------------------|------|
| Danish | dan |
| Dargwa | dar |
| Delaware | del |
| 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 |

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| Language | Code |
|---|------|
| Gaelic; Scottish Gaelic | gla |
| Galibi Carib | car |
| Galician | glg |
| 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 |

| Language | Code |
|--------------------------|------|
| Hmong; Mong | hmn |
| Hungarian | hun |
| Hupa | hup |
| 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 |

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| Language | Code |
|----------------------------------|------|
| Kashmiri | kas |
| Kashubian | csb |
| Kawi | kaw |
| 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 |
| Limburgan; Limburger; Limburgish | lim |
| Lingala | lin |

| Language | Code |
|------------------------------|------|
| Lithuanian | lit |
| Lojban | jbo |
| Lozi | loz |
| 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 |

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| Language | Code |
|---------------------------------|------|
| Masai | mas |
| Mayan languages | myn |
| Mende | men |
| 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 |

| Language | Code |
|--------------------------------|------|
| Ojibwa | oji |
| Oriya | ori |
| Oromo | orm |
| Osage | osa |
| Ossetian; Ossetic | oss |
| Pahlavi | pal |
| Palauan | pau |
| Pali | pli |
| Pampanga; Kapampangan | pam |
| Pangasinan | pag |
| Panjabi; Punjabi | pan |
| Papiamento | 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 |

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| Language | Code |
|--------------------|------|
| Sami, Inari | smn |
| Sami, Lule | smj |
| Sami, Northern | sme |
| 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 (Athapascan) | den |
| Slovak | slo |
| Slovenian | slv |
| Sogdian | sog |

| Language | Code |
|---------------------------------|------|
| Somali | som |
| Soninke | snk |
| Sorbian, Lower | dsb |
| 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 |

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| Language | Code |
|-----------------------|------|
| Tlingit | tli |
| Tok Pisin | tpi |
| Tokelau | tkl |
| 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 |

| Language | Code |
|--|------|
| Venda | ven |
| 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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Appendix E: CTE Certification Codes

| Certification/Assessment Name | Certification Code |
|--|--------------------|
| AAFCS – pre-PAC – Broad Field Family & Consumer Sciences | 1002 |
| AAFCS – pre-PAC – Culinary Arts | 1003 |
| AAFCS – pre-PAC – Early Childhood Education | 1004 |
| AAFCS – pre-PAC – Family & Community Services | 1005 |
| AAFCS – pre-PAC – Fashion, Textiles and Apparel | 1001 |
| AAFCS – pre-PAC – Nutrition, Food & Wellness | 1006 |
| AAFCS – pre-PAC – Personal & Family Finance | 1007 |
| AAFCS – pre-PAC Education Fundamentals | 1008 |
| AAFCS – pre-PAC Interior Design Fundamentals | 1009 |
| AAFCS- Interior Design Fundamentals | 1142 |
| ADDA – Certified Drafter | 1010 |
| Adobe Campaign | 1011 |
| Adobe Digital Publishing Suite | 1012 |
| Adobe Dreamweaver | 1013 |
| Adobe Flash | 1014 |
| Adobe Frame Maker | 1015 |
| Adobe Illustrator | 1016 |
| Adobe In-Design | 1017 |

| Certification/Assessment Name | Certification Code |
|--|--------------------|
| Adobe Media Optimizer | 1018 |
| Adobe Photoshop | 1019 |
| Adobe Premier Pro | 1020 |
| AHRI – HVAC Certifications | 1021 |
| Apple Swift App Development Certification | 1140 |
| ASE – Automobile Service Technician | 1022 |
| ASE – Maintenance & Light Repair | 1023 |
| ASE – Master Automobile Service Technician | 1024 |
| ASE – Mechanical & Electrical | 1025 |
| ASE – Non-Structural Analysis & Damage Repair | 1026 |
| ASE – Painting & Refinishing | 1027 |
| ASE – Structural Analysis & Damage Repair | 1028 |
| ASE – Student Certification (4 areas) | 1029 |
| ASE – Student Certification Diesel (4 areas) | 1030 |
| ASK – Concepts of Entrepreneurship/Management | 1135 |
| ASK – MBA Research – Concepts of Entrepreneurship and Management Certification | 1031 |
| ASK – MBA Research – Concepts of Finance Certification | 1032 |

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| Certification/Assessment Name | Certification Code |
|---|--------------------|
| ASK – MBA Research – Fundamental Business Concepts Certification | 1033 |
| ASK- MBA Research- Fundamental Marketing Concepts Certification | 1126 |
| ASME – Section 9 Standards (6G Level) | 1034 |
| Auto Desk – Certification Program for: User, Professional, Specialist | 1035 |
| AWS Certification | 1036 |
| AWS SENSE Certification | 1037 |
| Cardio Pulmonary Resuscitation (CPR) | 1039 |
| CareerSafe – CyberSafe Safety Awareness Training | 1040 |
| Certified Med Aide (CMA) | 1041 |
| Certified Nurse Aide (CNA) | 1042 |
| Certified Protection Officer | 1043 |
| Child Development Associates- CDA | 1141 |
| Cisco Certified Design Expert – CCDE | 1048 |
| Cisco Certified Entry Networking Technician – CCENT | 1044 |
| Cisco Certified Internetwork Expert – CCIE | 1047 |
| Cisco Certified Network Associate – CCNA | 1045 |
| Cisco Certified Network Professional – CCNP | 1046 |
| Citrix Certified Associate – Networking | 1049 |
| Commercial Driver's License | 1050 |
| CompTIA A+ | 1051 |
| CompTIA Network+ | 1052 |

| Certification/Assessment Name | Certification Code |
|--|--------------------|
| CompTIA Security+ | 1054 |
| CompTIA Server+ | 1053 |
| cPass Animal Systems | 1116 |
| cPass Comprehensive Agriculture | 1114 |
| cPass Horticulture Module | 1118 |
| cPass Plant Systems | 1117 |
| cPass Power, Structural and Technical System Module | 1115 |
| Dental Assistant | 1122 |
| Dog Handler | 1144 |
| EKG Technician | 1055 |
| Emergency Medical Responder (EMR) (First Responder) | 1056 |
| Emergency Medical Technician (EMT) | 1057 |
| Energy Industry Fundamentals (CEWD) | 1058 |
| EPA – Section 608 Certification | 1059 |
| EPA – Section 609 Certification | 1060 |
| EverFi | 1120 |
| Fire Fighter Level 1 | 1061 |
| First Aid | 1062 |
| Foundations for Safe & Healthy Early Care Facilities- Module 1 (4 Certifications) (Must get all 4) | 1138 |
| Foundations for Safe & Healthy Early Care Facilities- Modules 1 & 2 (Must get all 10 certifications) | 1139 |
| Home Health Aide | 1063 |
| HVAC Excellence – Core and Air Conditioning, Gas Heat & Electrical | 1064 |

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| Certification/Assessment Name | Certification Code |
|---|--------------------|
| HVAC Excellence – Core and Lt. Comm. Air Cond, Gas Heat & Electrical | 1065 |
| HVAC Excellence – Core and Lt. Comm. Refrigeration & Electrical | 1066 |
| I-CAR – Refinish Technician ProLevel 1 | 1067 |
| ICC Certification for Building Construction | 1124 |
| ICE Core & Commercial Refrigeration | 1068 |
| ICE Core & Light Commercial Air Cond. & Heating | 1069 |
| ICE Core & Res. Air Cond. & Heating | 1070 |
| Kansas Agriculture Skills and Competencies Certificate | 1071 |
| Kansas Animal Science Skills and Competencies Certificate | 1143 |
| Kansas Plant Systems Skills and Competencies Certificate | 1072 |
| Master Teacher- ParaEducator Assessment Parts 1 & 2 (Must take both) | 1137 |
| MBA Research 2-Cr. Standard Business Management & Administration POS Exam | 1131 |
| MBA Research 2-Cr. Standard Marketing Program-of-Study Exam | 1132 |
| Microsoft Access Certification | 1129 |
| Microsoft Certified Solutions Associate – MCSA | 1076 |
| Microsoft Certified Solutions Developer – MCSD | 1078 |

| Certification/Assessment Name | Certification Code |
|---|--------------------|
| Microsoft Certified Solutions Expert – MCSE | 1077 |
| Microsoft Digital Literacy Certification | 1074 |
| Microsoft Excel Certification | 1127 |
| Microsoft Office Specialist – Associate A combination of three certificates (Word - 1130, Excel - 1127, and PowerPoint - 1128) | 1073 |
| Microsoft Office Specialist – Expert A combination of two certificates (Word - 1130, Excel - 1127, or Access – 1129) | 1145 |
| Microsoft PowerPoint Certification | 1128 |
| Microsoft Technology Associate – MTA | 1075 |
| Microsoft Word Certification | 1130 |
| MSSC – Certified Production Technician | 1079 |
| NATE Core & Air Conditioning | 1080 |
| NATE Core & Air Distribution | 1081 |
| NATE Core & Air-to-Air Heat Pumps | 1082 |
| NATE Core & Gas or Oil Furnaces | 1083 |
| NATE Core & Light Commercial/Commercial Refrigeration | 1084 |
| National Health Science Assessment | 1085 |
| National Safe Tractor and Machinery Operation Program (NSTMOP) (tractor safety) | 1086 |
| NCCER Core & Carpentry Level 1 | 1087 |
| NCCER Core & Carpentry Level 2 | 1125 |
| NCCER Core & Concrete Finishing | 1088 |
| NCCER Core & Construction Laborer | 1089 |
| NCCER Core & Electrical Level 1 | 1090 |

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| Certification/Assessment Name | Certification Code |
|--|--------------------|
| NCCER Core & HVAC Levels 1 & 2 | 1091 |
| NCCER Core & Industrial Maintenance Level 1 | 1092 |
| NCCER Core & Masonry Level 1 | 1093 |
| NCCER Core & Plumbing & Pipefitting Level 1 | 1094 |
| NCCER Core & Sheet Metal Level 1 | 1095 |
| NCCER4 | 1121 |
| NIMS Machining Level 1 | 1096 |
| NIMS Metal Forming 1 | 1097 |
| OSHA Safety Certification (10 Hour) | 1098 |
| Paraprofessional Certification | 1099 |
| Pesticide Applicator Certification, Personal or Commercial | 1100 |
| Pharmacy Technician | 1101 |
| Phlebotomy Technician | 1102 |

| Certification/Assessment Name | Certification Code |
|---|--------------------|
| Pork Quality Assurance | 1103 |
| Pro-Start | 1104 |
| Public Safety Telecommunications (911 Dispatching) | 1105 |
| QuickBooks Certification | 1123 |
| ServSafe – Food Handlers | 1106 |
| ServSafe – Manager | 1107 |
| SMRP – Certified Maintenance & Reliability Technician | 1109 |
| Solid Works Software Certification | 1110 |
| Telecommunications Apprentice Certification (ETA) | 1111 |
| WorkKeys | 1112 |
| YQCA- Youth for the Quality Care of Animals | 1136 |

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Appendix F: Kansas Qualified Admissions

Kansas Qualified Admissions Pre-College Curriculum

Please note: Common course names are listed below.

Many more courses are approved.

Full course listings are available at [kansasregents.org/qualified admissions](https://kansasregents.org/qualified-admissions).

| | |
|------------------------|---|
| English | 4 approved units of English, one unit taken each year of high school, 1/2 unit may be Speech |
| Natural Science | 3 approved units from the following, one must be Chemistry or Physics: Biology, Advanced Biology (2nd Year), Earth Science, Environmental Science, Aerospace, Marine Science, Botany, Microbiology, Geology, Astronomy, Chemistry, Physics, Principles of Technology, Physical Science, Meteorology, Genetics, Zoology |
| Math | 3 approved units from the following: Algebra I, Geometry, Algebra II, Any course with Algebra II as a prerequisite AND students must obtain a 22 math subscore on the ACT OR 540 (before Feb. 1, 2016) or 540 (after Feb. 1, 2016) on the SAT to meet the college readiness benchmark. <i>Dual enrollment, concurrent enrollment and online courses may be used to fulfill the requirement. Courses completed in middle school/junior high do NOT fulfill the requirement.</i> OR 4 approved units, with one unit taken in the graduating year. Three units selected from the following: Algebra I, Geometry, Algebra II, any course with Algebra II as a prerequisite. The fourth unit may be prescribed by the school district and must be designed to prepare the student for college. |
| Social Science | 3 approved units that include instruction in: U.S. History, U.S. Government, Geography. Students meeting the Kansas State Department of Education social science graduation requirements generally fulfill the pre-college curriculum social science requirements. |
| Electives | 3 approved units from the following: English, Math, Natural Science, Social Science, Fine Arts, Journalism, Computer/Information Systems, Foreign Languages, Personal Finance, Speech/Debate/Forensics, Career and Technical Education |

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REVISION HISTORY

- ❖ All new version updates will be highlighted in yellow for ease in finding throughout document. If printed on a non-color copier, they should appear as a grey background.

Version Update 1.00

- Created KIDS Collection File Specifications 2019-2020 SY with current updates.

Version Update 1.01

- Removed reference to D65 History/Gov Grouping Indicator 1 and D66 History/Gov Grouping Indicator 2.
- Renumbered remaining fields.

Version Update 1.02

- Corrected the comments/values in D78 – KELPA Proctor ID, D79 – KELPA Proctor First Name, and D80 – KEPLA Proctor Last Name to reference correct fields.
- Updated KCAN F25, F26, F27 field names and the comments/values to show what portion of the History/Gov task each score represents.
- Updated KCAN F31 Graduation Year to show the acceptable date range.
- Updated code 1073: Microsoft Office Specialist to 1073: Microsoft Office Specialist – Associate. A combination of three certificates (Word - 1130, Excel - 1127, and PowerPoint – 1128). Appendix E: CTE Certification Codes.
- Added code 1145: Microsoft Office Specialist – Expert. A combination of two certificates (Word - 1130, Excel - 1127, or Access – 1129). Appendix E: CTE Certification Codes.
- Removed SMSC from the Record types that D21: First Instructional Date is required for.

Version Update 1.03

- Removed D21 – First Instructional Date as ‘required’ in the Required/Optional field of Appendix B. It should have been a ‘blank’ value.