

Field Number	Start Position	End Position	Max Length	FIELD NAME from eScholar template ( <b>DATA ELEMENT NAME</b> ) as used by NYSED, if different from eScholar template name * = Required for all students + = Required only for specified students	NYS or Local Purpose	Instructions or Rules	Format	Recommended Codes or Reference to Data Source
1	1	8	8	*DISTRICT CODE ( <b>DISTRICT OF RESPONSIBILITY CODE</b> )	NYS Reporting	Public school districts: NYnnnnnn (NY followed by the first 6 digits of the BEDS code)  <b>Charter and nonpublic schools, State agencies, State-operated schools, AND child care institutions with schools:</b> 8nnnnnnnn (8 followed by the last 7 digits of their Institution code)	alphanumeric	For NYSED BEDS codes: <a href="http://www.nysed.gov/admin/bedsdata.html">www.nysed.gov/admin/bedsdata.html</a> For NYSED BEDS and Institution codes: <a href="http://portal.nysed.gov">http://portal.nysed.gov</a> Click on "SEDREF Query" For schools/agencies other than public districts and charters that are required to report these data: <a href="http://www.emsc.nysed.gov/irts/SIRS/home.shtml">http://www.emsc.nysed.gov/irts/SIRS/ home.shtml</a>
2	9	14	6	*LOCATION CODE ( <b>BUILDING OF ENROLLMENT CODE</b> )	NYSSIS	Building code used by the Data Warehouse, uniquely identifying the building in which a student is enrolled, typically assigned by the local student management system.	alphanumeric	See location code information at <a href="http://www.emsc.nysed.gov/irts/sirs/documentati&lt;br/&gt;on/location-codes.html">http://www.emsc.nysed.gov/irts/sirs/documentati on/location-codes.html</a> .
3	15	24	10	*SCHOOL YEAR DATE ( <b>SCHOOL YEAR</b> )	NYSSIS and NYS Reporting	Use June 30 of the reported school year. Ex: For 2009–10, use 2010-06-30	date yyyy-06-30	
4	25	36	12	*STUDENT ID ( <b>SCHOOL DISTRICT STUDENT ID</b> )	NYSSIS and NYS Reporting	Unique identifier assigned by the Local Education Agency (LEA) in which the student is enrolled. Use 9 numeric characters, left padded with zeros. Ex. For 51972, use 000051972	alphanumeric nnnnnnnnn	
5	37	61	25	*LAST NAME SHORT ( <b>STUDENT'S LAST NAME</b> )	NYSSIS and NYS Reporting	Student's last name, including any hyphenated portion.	alphanumeric	
6	62	76	15	*FIRST NAME SHORT ( <b>STUDENT'S FIRST NAME</b> )	NYSSIS and NYS Reporting	Student's first name.	alphanumeric	
7	77	77	1	MIDDLE INITIAL ( <b>STUDENT'S MIDDLE INITIAL</b> )	NYSSIS and NYS Reporting	Student's middle initial.	alphanumeric	

8	78	79	2	*CURRENT GRADE LEVEL ( <b>GRADE LEVEL</b> )	NYSSIS	Grade level of the student for the reported school year. Populate with Grade Level Code.	alphanumeric	See Appendix 2: Grade Level Codes and Descriptions for suggested Grade Level Codes.
9	80	85	6	HOME ROOM	Local use only	Homeroom as determined by each building. Used locally for data disaggregation purposes.	alphanumeric	
10	86	95	10	*BIRTH DATE ( <b>DATE OF BIRTH</b> )	NYSSIS and NYS Reporting	Date of birth on the student's birth certificate or, if a certificate does not exist, an official source as directed by district policy. The birth date cannot be greater than the current date.	date yyyy-mm-dd	
11	96	101	6	*GENDER CODE ( <b>GENDER DESCRIPTION</b> )	NYSSIS and NYS Reporting	Gender identified by the parent/guardian. Populate with description, not code. Codes are suggestions only.	alphanumeric	M = Male F = Female
12	102	103	2	*ETHNIC CODE SHORT ( <b>RACE 1 CODE</b> )	NYSSIS and NYS Reporting	Race of the student as identified by the parent/guardian. Populate with descriptions, not codes. Codes are suggestions only. If a student is identified by the parent/guardian as being a member of more than one race, populate field 12 with one race and continue to populate fields 43 through 46 (as needed) with the descriptions of the additional individual racial/ethnic groups to which the student belongs. Each student must have at least one race.	alphanumeric	<b>For SY 2010-11 data and later:</b> I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White <b>For Historical data (SY 2009-10) and earlier:</b> I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White <b>H=Hispanic</b> <b>M=Multiracial</b>
13	104	119	16	HOME LANGUAGE CODE ( <b>HOME LANGUAGE DESCRIPTION</b> )	NYSSIS and NYS Reporting	Language routinely spoken in the student's home. Populate with descriptions, not codes. Codes are suggestions only. If left blank, language will default to English.	alphanumeric	See Appendix 3: Language Codes and Descriptions.
14	120	149	30	CHALLENGE TYPE		Leave blank.		
15	150	164	15	LEVEL OF INTEGRATION		Leave blank.		
16	165	167	3	LEP PARTICIPATION		Leave blank.		

17	168	169	2	+DURATION OF LEP ( <b>YEARS ENROLLED IN A BILINGUAL OR ESL PROGRAM</b> )	NYS Reporting	Required for LEP student's history. The cumulative number of years a student has received LEP services. Must be between 0 and 25 years. Vendor must allow a 2-character length. If the student has a program service code of 0231, this field <b>must</b> be populated. Report 1 for students with up to one year of bilingual or ESL instruction; 2 for students with up to 2 years; etc. Zero should only be used if the student has never received services. For more information, see Chapter 7: Data Element Definitions.	numeric nn	
18	170	199	30	+POST GRADUATE ACTIVITY ( <b>POSTGRADUATE PLAN DESCRIPTION</b> )	NYS Reporting	<b>Required for graduated students, high school completers, and students with disabilities who reach maximum age for educational services only.</b> Student's planned postgraduate activity. Populate with descriptions, not codes.	alphanumeric	See Appendix 4: Postgraduate Plan Codes and Descriptions.
19	200	200	1	STUDENT STATUS	Local use only	Student is either active or inactive.	alphanumeric	A = Active I = Inactive
20	201	210	10	+LAST STATUS DATE	Local use only	For Active students, the date of data extraction or the last day of the school year. For Inactive students, it is the date they were inactivated.	date yyyy-mm-dd	
21	211	211	1	POVERTY CODE		<i>Leave blank</i>		
22	212	212	1	POPULATION CODE		<i>Leave blank</i>		
23	213	213	1	MOBILITY CODE		<i>Leave blank</i>		
24	214	216	3	+DIPLOMA TYPE CODE ( <b>CREDENTIAL TYPE DESCRIPTION</b> )	NYS Reporting	<b>Required for graduated students and high school completers only.</b> Credential earned by the student. For details, see the Office of State Assessment Web site at <a href="http://www.emsc.nysed.gov/osa">www.emsc.nysed.gov/osa</a> . Populate with descriptions, not codes. Codes are suggestions only.	alphanumeric	See Appendix 5: Credential Type Codes and Descriptions.

25	217	217	1	PROGRAM SERVICES CODE		Leave blank		
26	218	227	10	+GRADE 09 ENTRY DATE ( <b>FIRST DATE OF ENTRY INTO GRADE 9</b> )	NYSSIS and NYS Reporting	Date student first entered grade 9, anywhere. Do not enter this data before the student actually enrolls in grade 9. Cannot be future date and must be after student's date of birth.	date yyyy-mm-dd	
27	228	247	20	+SERVICE PROVIDER ( <b>BACKMAPPING BEDS CODE</b> )	NYS Reporting	Populate with the 12-digit BEDS code of the feeder school (contains no grade 3 or above) only if both of the following are true: 1. the student was in grade 3 in 2009–10 and was in a <u>different school in the same district</u> (i.e., a feeder school) during grade 2 (2008–09) or during grade 1 (2007–08) <i>and</i> 2. the student was continuously enrolled in the highest grade served by the feeder school. (A grade 3 student that had been enrolled in a K–1 feeder school during grade 1 — the highest grade served by this feeder school — is considered to be continuously enrolled if the student was enrolled from BEDS day until the end of that school year). See Appendix 22: Glossary of Terms for definitions of feeder school and backmapping.	alphanumeric nnnnnnnnnn n	For NYSED BEDS codes: <a href="http://www.nysed.gov/admin/bedsdata.html">www.nysed.gov/admin/bedsdata.html</a> For NYSED BEDS and Institution codes: <a href="http://portal.nysed.gov">http://portal.nysed.gov</a> Click on “SEDREF Query” For schools/agencies other than public districts and charters that are required to report these data: <a href="http://www.emsc.nysed.gov/irts/SIRS/home.shtml">http://www.emsc.nysed.gov/irts/SIRS/home.shtml</a>
28	248	257	10	INOCULATION DATE ( <b>IMMUNIZATION DATE FOR FIRST POLIO VACCINATION</b> )	NYSSIS	Date of first poliomyelitis immunization, regardless of whether it was provided via OPV or IPV. If day is unknown, use 1st day of month. If month is unknown, use January 1 of the year of immunization. Cannot populate with future date. Date must be after the student's date of birth.	date yyyy-mm-dd	
29	258	287	30	ADDRESS 1 ( <b>STUDENT'S ADDRESS LINE 1</b> )	NYSSIS	First line of the address of the student's principal residence. Provide the number, street, and apartment number. Do not include P.O. Box.	alphanumeric	

30	288	317	30	ADDRESS 2 ( <b>STUDENT'S ADDRESS LINE 2</b> )	NYSSIS	Second line of the address of the student's principal residence, if applicable, after using the first line. Do not include P.O. Box.	alphanumeric	
31	318	342	25	CITY ( <b>STUDENT'S ADDRESS CITY</b> )	NYSSIS	City of the student's principal residence.	alphanumeric	
32	343	344	2	STATE ( <b>STUDENT'S ADDRESS STATE CODE</b> )	NYSSIS	2-character U.S.P.S. state code for the student's principal residence.	alphanumeric	U.S. Postal Service state codes: <a href="http://www.usps.com/ncsc/lookups/usps_abbreviations.html">http://www.usps.com/ncsc/lookups/usps_abbreviations.html</a>
33	345	354	10	ZIP CODE ( <b>STUDENT'S ADDRESS ZIP CODE</b> )	NYSSIS	5-character U.S.P.S. zip code or 9-character U.S.P.S. zip code with a dash after the first 5.	alphanumeric nnnnn or nnnnn-nnnn	U.S. Postal Service zip codes: <a href="http://zip4.usps.com/zip4/welcome.jsp">http://zip4.usps.com/zip4/welcome.jsp</a>
34	355	368	14	HOME PHONE ( <b>PHONE AT PRIMARY RESIDENCE</b> )	NYSSIS	Area code and phone number at the student's principal residence. If there is no phone at the principal residence, record the number most frequently used to contact the student's primary guardian. For unlisted numbers, use the area code and zeros.	alphanumeric nnn-nnn-nnnn	
35	369	408	40	PRIMARY GUARDIAN NAME ( <b>STUDENT'S GUARDIAN ONE NAME</b> )	NYSSIS	Name of the parent or legal guardian who enrolled the student. Format: Firstname Lastname	alphanumeric	
36	409	448	40	ALTERNATE GUARDIAN NAME ( <b>STUDENT'S GUARDIAN TWO NAME</b> )	NYSSIS	Name of the second parent or legal guardian who enrolled the student. Format: Firstname Lastname	alphanumeric	
37	449	498	50	PLACE OF BIRTH ( <b>STUDENT'S PLACE OF BIRTH</b> )	NYSSIS	Format: City State/Province/Region Country	alphanumeric	
38	499	508	10	+INITIAL US ENTRY DATE ( <b>DATE OF ENTRY INTO UNITED STATES</b> )	NYS Reporting	<b>Required</b> for immigrants only. Date when the student entered the United States for the first time. Cannot be a future date, must be after the student's date of birth, and cannot be less than the reported school year minus 25 years. If field 49 = Y, fields 38 through 40 are required.	date yyyy-mm-dd	

39	509	512	4	+YEARS IN US SCHOOLS ( <b>YEARS IN UNITED STATES SCHOOLS</b> )	NYS Reporting	<b>Required</b> for immigrants only. Number of consecutive years the student has been in school anywhere in the United States. Must be between 0 and 25 years. The number must indicate whether the student is in the 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , etc., year of enrollment in United States schools. For example, if the student is in the first year of enrollment in United States schools (has been enrolled in United States schools for one year or less), enter 1. If the student is in the third year of enrollment in United States schools (has been enrolled in United States schools for more than two years but not more than three), enter 3. If field 49 = Y, fields 38 through 40 are required. For more information, see "Years in United States Schools" in Chapter 7: Data Element Definitions.	alphanumeric nn	
40	513	516	4	+COUNTRY OF ORIGIN CODE ( <b>COUNTRY OF ORIGIN</b> )	NYS Reporting	<b>Required</b> for immigrants; <b>optional</b> for non-immigrants. Country from which the student emigrated. Populate with the description, not the code. If field 49 = Y, fields 38 through 40 are required.	alphanumeric	See Appendix 6: Country of Origin Codes and Descriptions.
41	517	524	8	DISTRICT CODE OF RESIDENCE	Local use only		alphanumeric	
42	525	527	3	*HISPANIC ETHNICITY INDICATOR ( <b>HISPANIC/LATINO ETHNICITY INDICATOR</b> )	NYSSIS and NYS Reporting	Indicates whether the student is Hispanic/Latino. Populate with Yes or No.	alphanumeric	Y = Yes = the student is Hispanic/Latino N = No = the student is not Hispanic/Latino <b>For Historical data (SY 2009-10) and earlier:</b> <i>This field is optional.</i>

43	528	531	4	+RACE 2 CODE	NYSSIS and NYS Reporting	If a student is identified by the parent/guardian as being a member of more than one racial/ethnic group, populate this field with the description of one of the individual racial/ethnic groups to which the student belongs that was not captured in field 12. Field 43 cannot be populated unless field 12 is populated. Populate with the code, not the description.	alphanumeric	<p>I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White</p> <p><b>For Historical data (SY 2009-10) and earlier:</b> <i>This field is optional. If populated, valid values are:</i> I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White</p>
44	532	535	4	+RACE 3 CODE	NYSSIS and NYS Reporting	If a student is identified by the parent/guardian as being a member of more than one racial/ethnic group, populate this field with the description of one of the individual racial/ethnic groups to which the student belongs that was not captured in a previous field. Field 44 cannot be populated unless fields 12 and 43 are populated. Populate with the code, not the description.	alphanumeric	<p>I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White</p> <p><b>For Historical data (SY 2009-10) and earlier:</b> <i>This field is optional. If populated, valid values are:</i> I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White</p>
45	536	539	4	+RACE 4 CODE	NYSSIS and NYS Reporting	If a student is identified by the parent/guardian as being a member of more than one racial/ethnic group, populate this field with the description of one of the individual racial/ethnic groups to which the student belongs that was not captured in a previous field. Field 45 cannot be populated unless fields 12, 43, and 44 are populated. Populate with the code, not the description.	alphanumeric	<p>I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White</p> <p><b>For Historical data (SY 2009-10) and earlier:</b> <i>This field is optional. If populated, valid values are:</i> I = American Indian or Alaska Native A = Asian B = Black or African American P = Native Hawaiian/Other Pacific Islander W = White</p>

46	540	543	4	+RACE 5 CODE	NYSSIS and NYS Reporting	If a student is identified by the parent/guardian as being a member of more than one racial/ethnic group, populate this field with the description of one of the individual racial/ethnic groups to which the student belongs that was not captured in a previous field. Field 46 cannot be populated unless fields 12, 43, 44, and 45 are populated. Do not populate field 46 unless you populate fields 12, 43, 44, and 45 as well. Populate with the code, not the description.	alphanumeric	<p>I = American Indian or Alaska Native  A = Asian  B = Black or African American  P = Native Hawaiian/Other Pacific Islander  W = White</p> <p><b>For Historical data (SY 2009-10) and earlier:</b>  <i>This field is optional. If populated, valid values are:</i>  I = American Indian or Alaska Native  A = Asian  B = Black or African American  P = Native Hawaiian/Other Pacific Islander  W = White</p>
47	544	546	3	*HOMELESS ( <b>HOMELESS INDICATOR</b> )	NYS Reporting	Indicates if the student is homeless. If left blank, defaults to N (Never Homeless in Current School Year). Populate with code.	alphanumeric	<p>Y = Homeless at Some Point  N = Never Homeless</p>
48	547	554	8	*MIGRANT STATUS ( <b>MIGRANT INDICATOR</b> )	NYS Reporting	Indicates if the student is migrant. If left blank, defaults to N (Never a Migrant in Current School Year). Populate with code.	alphanumeric	<p>Y = Yes  N = No</p>
49	555	557	3	*IMMIGRANT INDICATOR	NYS Reporting	Indicates if the student is an immigrant. If Y, fields 38 through 40 are <b>REQUIRED</b> . If N, fields 38 through 40 can be blank. If left blank, defaults to N (Non-Immigrant). Populate with code.	alphanumeric	<p>Y = Immigrant  N = Non-Immigrant</p>
50	558	560	3	*NEGLECTED OR DELINQUENT ( <b>NEGLECTED OR DELINQUENT INDICATOR</b> )	NYS Reporting	Indicates if the student is neglected or delinquent. If left blank, defaults to N (Never Neglected or Delinquent). Populate with code.	alphanumeric	<p>Y = Neglected or Delinquent at Some Point  N = Never Neglected or Delinquent</p>
51	561	563	3	+HOMELESS PRIMARY NIGHTTIME RESIDENCE	NYS Reporting	<b>Populate only if field 47 (Homeless) = Y.</b> Indicates the nighttime residence of a student identified as homeless. Populate with code.	alphanumeric	<p>S = Shelters  T = Transitional Housing  A = Awaiting Foster Care  D = Doubled-up (with another family)  U = Unsheltered (car, parks, campgrounds, temporary trailer, or abandoned buildings)  H = Hotels/motels</p>