

New Jersey Department of Education SID Management Student Data Handbook

VERSION 7.7



**State of New Jersey
Department of Education**

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Foreword

The New Jersey Department of Education is pleased to publish the *SID Management Student Data Handbook (Handbook)*. Because quality information requires student data elements that are uniform, consistent and easy to understand, this reference guide defines and maintains a set of standards for educational data. The *SID Management Student Data Handbook* is intended to support the year round management of Statewide Student Identifiers (SID) and is intended for school, district, and state educators who must have data that are reliable and valid over time to make appropriate, cost-effective and timely decisions about student and school performance.

Two documents serve as important models for the continual development of this *Handbook*. Those documents are the *Student Data Handbook for Elementary, Secondary and Early Childhood Education* developed by the U.S. Department of Education's National Center for Education Statistics (NCES) and the *Schools Interoperability Framework Implementation Specification Version 1.51* developed by the Schools Interoperability Framework. Many of the terms and definitions included in this *Handbook* are consistent with those in the two documents.

Revision History

Date	Version	Comment
June 22, 2022	7.7	<ul style="list-style-type: none"> Modified the definition of the acceptable value E for the FederalHSMathTestingReq field to remove the requirement for students to have taken a more advanced mathematics assessment in high school.
April 11, 2022	7.6	<ul style="list-style-type: none"> The following data elements have been added: <ul style="list-style-type: none"> DeafHardOfHearing LanguageAcquisition Updates made to ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator data elements: <ul style="list-style-type: none"> Added new acceptable value: S = New Jersey Graduation Proficiency Assessment (NJGPA) (Class of 2023 Graduates Only). Added a new validation rule to only allow the acceptable value of S for students who graduate in the class of 2023. Updated a validation rule to include the new value of S. Revised the validation rule for W to only be used for 2021 graduates currently participating in the Bridge Year program. Added new validation rules for RemoteDaysPresent and RemoteDaysAbsent to require a value of 0 if StudentLearningEnvironment = 1. Added new additional note to Biliterate data element for students who will be participating in the portfolio appeals process. Added new validation rules and additional notes for DistrictStatus and SchoolStatus to disallow a record with an Active SchoolStatus and an Inactive DistrictStatus. Added new validation rules and additional notes for ReportedSharedVoc to only allow Y to be reported by Vocational districts reporting shared-time vocational students. Modified the definition, acceptable values, and additional notes for IEPGraduationCourseRequirement and IEPGraduationAttendance to record whether or not the student met graduation requirements due to an exemption in their IEPs and to make these fields optional for Nonpublic students. Modified one acceptable value and added new additional notes to FederalHSMathTestingReq to offer guidance for students who did not test due to COVID-19 related assessment cancellations. Added new acceptable value of T10 to SchoolExitWithdrawalCode to record students who transfer to a Juvenile Detention Center for incarceration where instruction will be coordinated with the student's LEA. Updated the definition for the ProgramTypeCode value of 22 to "Emotional Regulation Impairment Special Class" to be consistent with NJAC 6A:14-4.7.

Date	Version	Comment
		<ul style="list-style-type: none"> Added new warnings to School Exit Date and School Exit Withdrawal Code to flag records that may be prematurely inactivated.
August 5, 2021	7.5	<ul style="list-style-type: none"> Updates made to validation rules for SchoolStatus, StateIdentificationNumber, and SchoolExitDate. The following data elements have been removed: <ul style="list-style-type: none"> CumulativeDaysInMembership CumulativeDaysTowardsTruancy RemoteDaysInMembership The following data elements have been renamed with updated definitions and guidance: <ul style="list-style-type: none"> CumulativeDaysPresent has been renamed NumberOfDaysPresent Status has been renamed DistrictStatus The following data elements have been added, formerly collected in State Submission: <ul style="list-style-type: none"> CityOfResidence MigrantStatus EighthTechnologicalLiteracy HealthInsuranceStatus HealthInsuranceProvider HomeLanguage ImmigrantStatus FirstEntryDateIntoAUSSchool Homeless HomelessPrimaryNighttimeResidence AlternativeEducationProgram TitleScience TitleMath TitleLanguage The following data elements have been added: <ul style="list-style-type: none"> RemoteDaysAbsent SchoolStatus SchoolEntryCode DaysOpen NumberOfDaysAbsent NumberOfStateExcusedAbsences ReportedSharedVoc Added additional acceptable values for the data element MilitaryConnectedStudentIndicator. Added new validation rule to ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator to only allow the acceptable value of W for students that were 12th graders in the previous school year. Updated dates for the 2021-2022 School Year for data elements ELLIdentificationDate and ELLExitDate

Date	Version	Comment
		<ul style="list-style-type: none"> • Validations have been updated to identify data elements that are required for shared time students reported by the vocational school. • Updated definition for Homeless data element.
May 11, 2021	7.4	<ul style="list-style-type: none"> • Added new data element LIEPLanguageOfInstruction.
April 12, 2021	7.3	<ul style="list-style-type: none"> • Added new data element FederalHSMathTestingReq, IEPGraduationAttendance, and IEPGraduationCourseRequirement. • Removed the following data elements: <ul style="list-style-type: none"> • CARESActFunds • SPESubmissionOfAssignments • SPEParticipationInAssessments • SPEOnlineLearningPlatforms • SPECoachingOrCheck In • SPEElectronicCommunication • SPERemoteLearningHelpLine • SPESynchronousOnlineClass • SPEOther
March 12, 2021	7.2	<ul style="list-style-type: none"> • Added a new data element BridgeYear. • Updated definition and added new validation rule and additional note for ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator. • Added a new acceptable value of W to indicate Graduation Assessment Requirements Waived Under Executive Order No.214 for the data elements ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator.
December 18, 2020	7.1	<ul style="list-style-type: none"> • Added a new data element: BridgeYear • Updated guidance for the following data elements that are not required for preschool referral students: <ul style="list-style-type: none"> • StudentLearningEnvironment • CARESActFunds • StudentDeviceOwner • StudentDeviceType • Updated requirements to require field for all students except Non-public and preschool referral students: <ul style="list-style-type: none"> • SPESubmissionOfAssignments • SPEParticipationInAssessments • SPEOnlineLearningPlatforms • SPECoachingOrCheck In • SPEElectronicCommunication • SPERemoteLearningHelpLine • SPESynchronousOnlineClass • SPEOther • StudentDeviceOwner • StudentDeviceType

Date	Version	Comment
		<ul style="list-style-type: none"> • Updated definition and requirements for StudentInternetConnectivity to collect home internet access information for students on remote or hybrid learning. • Added additional note for Fall 2020 collection of RemoteDaysInMembership and RemoteDaysPresent.
October 19, 2020	7.0	<ul style="list-style-type: none"> • Added new data elements: <ul style="list-style-type: none"> • StudentLearningEnvironment • RemoteDaysInMembership • RemoteDaysPresent • CARESActFunds • SPESubmissionOfAssignments • SPEParticipationInAssessments • SPEOnlineLearningPlatforms • SPECoachingOrCheck In • SPEElectronicCommunication • SPERemoteLearningHelpLine • SPESynchronousOnlineClass • SPEOther • StudentDeviceOwner • StudentDeviceType • StudentInternetConnectivity • Updated definition and added an additional note for the data element School Exit Withdrawal Code regarding the use of the value TA. • Added new acceptable values of ALTREC and ADULT for the data element InDistrictPlacement. • Updated requirements and validation rules for the data elements of ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator. • Added new acceptable value of R for the data elements of ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator. • Removed the acceptable value of W for the data elements of ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator.
October 5, 2020	6.9	<ul style="list-style-type: none"> • Updated elements in the State Category for Special Education Classification: <ul style="list-style-type: none"> • Auditory Impairment • Autism • Mild Intellectual Disability • Moderate Intellectual Disability • Severe Intellectual Disability • Communication Impairment • Emotional Regulation Impairment • Multiple Disabilities • Orthopedic Impairment

Date	Version	Comment
		<ul style="list-style-type: none"> • Other Impairment • Visual Impairment
August 10, 2020	6.8	<ul style="list-style-type: none"> • Added new data element GiftedAndTalentedStudent.
August 5, 2020	6.7	<ul style="list-style-type: none"> • Updated dates for the 2020-2021 School Year for data elements: <ul style="list-style-type: none"> • ELLIdentificationDate • ELLExitDate • Added new acceptable value of R for CityOfBirth, StateOfBirth, and CountryOfBirth. This value replaces the former check box to indicate when a parent or guardian refused to provide birthplace information. • Updated “Is this field required?” and “Validation Checks” section for ELAGraduationPathwayIndicator for students who are biliterate. • Updated the “Is this field required?” and “Additional Notes” sections for Biliterate. • Updated additional note for ELLIdentificationDate: “The field may be null for students who exited a language assistance program or have been determined to no longer need ELL services and/or a program on or before 7/1/2016 for the 2020-2021 SY.” • Added new Additional Note for WorldLanguageAssessment: “AP scores need to be restricted to junior year assessments only (not 10th, 9th grade or earlier).” • Updated the Functional, Policy or Legal Description to reference N.J.A.C. 6A:32 for the data elements: <ul style="list-style-type: none"> • StateofBirth • SchoolExitDate • SchoolExitWithdrawalCode • ProgramTypeCode • Added clarification to the ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator’s acceptable value of W to indicate that this value is only valid for 2019-2020SY graduates.
May 22, 2020	6.6	<ul style="list-style-type: none"> • Added new acceptable values Q and W for the data elements of ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator. • Added validation rules to ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator to indicate: <ul style="list-style-type: none"> • The acceptable value of Q is only valid for students with a Grade Level of A1 or A2. • The acceptable value of W is only valid for students with a School Exit Date of August 31, 2020 and earlier.

Date	Version	Comment
		<ul style="list-style-type: none"> The acceptable value of M is only valid for students with a Special Education Classification other than blank, 99, or 00. Added Additional Note to ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator to advise that the acceptable value of W should only be used for 12th grade students who were expected to graduate in the class of 2020 by August 31, 2020, but as of March 18, 2020 had not yet met the graduation assessment requirements.
May 14, 2020	6.5	<ul style="list-style-type: none"> Updated definition and added an additional note to InDistrictPlacement to clarify that this field is used to determine <i>why</i> the student is attending the non-resident school within their district.
March 6, 2020	6.4	<ul style="list-style-type: none"> Updated guidance for “Is this data element required?” for data field Biliterate to require the field through March 31st. Field is optional after March 31st.
January 17, 2019	6.3	<ul style="list-style-type: none"> Added new data elements: Biliterate, WorldLanguagesAssessed, and WorldLanguageAssessment. Added a new page for Repeating Data Elements: WorldLanguageAssessment and WorldLanguagesAssessed. Added clarification to the validation rule for shared time students and updated the references for “county vocational school” to “vocational school” for EnrollmentType.
November, 2019	6.2	<ul style="list-style-type: none"> Removed acceptable value PG – Postgraduate from the data elements of ProgramTypeCode and GradeLevel.
November 11, 2019	6.1	<ul style="list-style-type: none"> Added new data element. LanguageInstructionEducationalProgram.
August 6, 2019	6.0	<ul style="list-style-type: none"> Added clarification to the “Is this Data Element Required?” for ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator that these fields are not required for Non-public students.
July 24, 2019	5.9	<ul style="list-style-type: none"> Updated definition and new acceptable value added for the data element of Gender. Acceptable value “2” for MilitaryConnectedStudentIndicator was updated to include “or is a dependent of a member on Full-Time National Guard Duty” to the definition Updated dates for the 2019-2020 SY for ELLExitDate. Updated all data elements to include CEDS Mapping. Added new warning for ELLIdentificationDate: “ELLIdentificationDate indicates that the student has been actively identified as an ELL student for more than 4 years. Is this student still identified as an ELL student?”

Date	Version	Comment
		<ul style="list-style-type: none"> Removed warning for CumulativeDaysPresent: “A CumulativeDaysPresent value less than 10 days is often submitted in error. Are you sure this data was entered accurately?”
June 7, 2019	5.8	<ul style="list-style-type: none"> Updated the definition for the acceptable values the MathGraduationPathwayIndicator to include the new QAS assessment. Updated MathGraduationPathwayIndicator validations based on new acceptable values. Added an additional Note for ELLIdentificationDate to provide guidance when field can be NULL for students that have exited ELL services. Updated Additional Note to “If the Receiving/Attending school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State receiving/attending school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.” For: <ul style="list-style-type: none"> CountyCodeReceiving DistrictCodeReceiving SchoolCodeReceiving CountyCodeAttending DistrictCodeAttending SchoolCodeAttending
April 15, 2019	5.7	<ul style="list-style-type: none"> Added new data element InDistrictPlacement. Acceptable values were changed for ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator. Updated the “Is this Data Element Required?” and “Additional Notes” sections of TuitionCode to provide guidance on when the data element is required.
July 20, 2018	5.6	<ul style="list-style-type: none"> Added a new Warning for NonPublic: “The data entered into the NonPublic field identifies the student as NonPublic. However, the Attending County, District, and School Codes entered are not a valid NonPublic location. Are you sure this data was entered accurately?” Additional Note added: “If a value of NREC or REC is submitted to the field of NonPublic, a warning will appear if the Attending County District and School Codes do not correspond to a valid NonPublic school.” Added a new Warning for Cumulative Days in Membership: “Cumulative Days in Membership should not be higher than the student's exit date subtracted by September 1st (excluding

Date	Version	Comment
		<p>weekends). Are you sure this data was entered accurately?”. Additional Note added: “For inactive records, Cumulative Days in Membership should not be greater than the number of days between the School Exit Date minus 9/1/18. Weekends are excluded in this calculation. This applies to all LEAs with the exception of 8501, 8502, and 8503.”</p> <ul style="list-style-type: none"> • Renamed data element LEPProgramStartDate to ELLIdentificationDate. • Renamed data element LEPProgramCompletionDate to ELLExitDate. • Updated mentions of LEP to ELL for the data elements of: <ul style="list-style-type: none"> ○ ELLIdentificationDate ○ ELLExitDate ○ NonPublic • Added Additional Note to ELLExitDate: “The field may be null for students who exited a language assistance program or have been determined to no longer need ELL services and/or a program on or before 7/1/2014 for the 2018-2019 SY.” • Updated acceptable values for SchoolExitWithdrawalCode: <ul style="list-style-type: none"> ○ Removed “D2 = Incarceration – A legal action which placed the student in the custody of a state or county institution.” ○ Updated definitions for T6 and T7. • Updated Functional, Policy, or Legal Document for: <ul style="list-style-type: none"> ○ Ethnicity ○ RaceAmericanIndian ○ RaceAsian ○ RaceBlack ○ RacePacific ○ RaceWhite • Moved Non-public clarification from Additional Notes to Is this Data Element Required? Field for: <ul style="list-style-type: none"> ○ LocalIdentificationNumber (LID) ○ FirstName ○ LastName ○ Gender ○ DateofBirth ○ Ethnicity ○ RaceAmericanIndian ○ RaceAsian ○ RaceBlack ○ RacePacific ○ RaceWhite

Date	Version	Comment
		<ul style="list-style-type: none"> ○ Status ○ EnrollmentType ○ CountyCodeResident ○ DistrictCodeResident ○ SchoolCodeResident ○ CountyCodeReceiving ○ DistrictCodeReceiving ○ SchoolCodeReceiving ○ CountyCodeAttending ○ DistrictCodeAttending ○ SchoolCodeAttending ○ ResidentMunicipalCode ○ MilitaryConnectedStudentIndicator ● Corrected error message for LastName to include 50-character limit. ● Clarified validation of DateofBirth to clarify reasonable parameters. ● Updated Functional, Policy or Legal Description for YearOfGraduation. ● Updated dates for the 2018-2019 School Year for ELAGraduationPathwayIndicator and MathGraduationPathwayIndicator. ● Added “unless foreign-born. See Validation Checks for details.” to the Is this Field Required? Section of StateofBirth.
January 18, 2018	5.5	<ul style="list-style-type: none"> ● Updated references to Every Student Succeeds Act in the Executive Summary and the Data Elements: <ul style="list-style-type: none"> ○ DistrictEntryDate ○ SchoolEntryDate
October 6, 2017	5.4	<ul style="list-style-type: none"> ● Removed the additional note from LEPProgramStartDate and LEPProgramCompletionDate: The field may be <i>NULL</i> for students who exited a language assistance program or have been determined to no longer need LEP services and/or a program greater than two years in the past.
September 24, 2017	5.3	<ul style="list-style-type: none"> ● Updated definitions for FirstName, MiddleName, LastName, GenerationCodeSuffix, and Gender.
September 13, 2017	5.2	<ul style="list-style-type: none"> ● Updated guidance for ELA and Math Graduation Pathway Indicator.
September 5, 2017	5.1	<ul style="list-style-type: none"> ● Updated guidance for ELA and Math Graduation Pathway Indicator.
August 7, 2017	5.1	<ul style="list-style-type: none"> ● Updated guidance for Status, TuitionCode, ELAGraduationPathwayIndicator, MathGraduationPathwayIndicator,

Date	Version	Comment
		CumulativeDaysInMembership, CumulativeDaysPresent, and CumulativeDaysTowardsTruancy. <ul style="list-style-type: none"> Added clarification around ELA and MathGraduationPathwayIndicator data elements.
June 19, 2017	5.0	<ul style="list-style-type: none"> Addition of the ELA and MathGraduationPathwayIndicator data elements.
May 11, 2017	5.0	<ul style="list-style-type: none"> Updated values for MilitaryConnectedStudentIndicator Updated guidance for CumulativeDaysInMembership, CumulativeDaysPresent, and CumulativeDaysTowardsTruancy and removed 30 day warning from CumulativeDaysInMembership and CumulativeDaysPresent. Reporting dates updated for the 2017-2018 SY. Clarified when the data element is mandatory for CityOfBirth, StateOfBirth, CountryOfBirth, DistrictEntryDate, SchoolEntryDate, CumulativeDaysInMembership, CumulativeDaysPresent, CumulativeDaysTowardsTruancy, TuitionCode, FreeAndReducedRateLunchStatus, GradeLevel, ProgramTypeCode, Retained, and SpecialEducationClassification.
May 11, 2017	4.9	<ul style="list-style-type: none"> Added clarification to SpecialEducationClassification.
February 23, 2017	4.8	<ul style="list-style-type: none"> Updated Additional Notes for Cumulative Days Towards Truancy.
June 21, 2016	4.7	<ul style="list-style-type: none"> Added validation rule to GradeLevel and ProgramTypeCode. When reporting a Vocational specific ProgramTypeCodes, GradeLevel must match to specified ProgramTypeCode.
February 17, 2016	4.6	<ul style="list-style-type: none"> Added Additional Note to LEPProgramStartDate
January 22, 2016	4.5	<ul style="list-style-type: none"> Updated Error Messages for DistrictEntryDate and SchoolEntryDate. Update made to Retained in Additional Notes.
June 11, 2015	4.4	<ul style="list-style-type: none"> Added TR as an acceptable value for SchoolExitWithdrawalCode Added REFUSED as an acceptable value for LEPProgramCompletionDate Added Warnings to CumulativeDaysInMembership and CumulativeDaysPresent
June 8, 2015	4.3	<ul style="list-style-type: none"> Added MilitaryConnectedStudentIndicator
September 17, 2014	4.2	<ul style="list-style-type: none"> Added clarification to CumulativeDaysInMembership.
August 26, 2014	4.1	<ul style="list-style-type: none"> Update made to data collected in the LEPProgramStartDate and LEPProgramCompletionDate.
July 29, 2014	4.0	<ul style="list-style-type: none"> Moved the following data element to SID Management from the State Submission: <ul style="list-style-type: none"> ResidentMunicipalCode Added notes to GradeLevel and ProgramTypeCode.

Date	Version	Comment
		<ul style="list-style-type: none"> Updated the Definition of Free and Reduced Lunch Status along with the definitions of the acceptable values for the data element.
February 10, 2014	3.1	<ul style="list-style-type: none"> Clarification to the SpecialEducationClassification cross validation rule
December 3, 2013	3.0	<ul style="list-style-type: none"> Updated validation rules for GradeLevel, SpecialEducationClassification and ProgramTypeCode. Added an Additional Note to SchoolExitWithdrawalCode
September 27, 2013	3.0	<ul style="list-style-type: none"> Updated the Additional notes and Common Errors section of the Non Public page.
July 2, 2013	3.0	<ul style="list-style-type: none"> Moved the following data elements to SID Management from the State Submission: <ul style="list-style-type: none"> ProgramTypeCode LEPProgramStartDate LEPProgramCompletionDate FreeandReducedRateLunchStatus SpecialEducationClassification TuitionCode GradeLevel Retained NonPublic
February 26, 2013	2.2	<ul style="list-style-type: none"> DistrictEntryDate, SchoolEntryDate, SchoolExitDate, and YearOfGraduation are no longer required if the student is reported as attending a Non Public school.
May 24, 2012	2.1	<ul style="list-style-type: none"> Proofing revisions made.
April 2, 2012	2.1	<ul style="list-style-type: none"> SchoolExitWithdrawalCode element has received a new value, parentally place exited. School Codes have been changed to type AlphaNumeric. Definition of StateofBirth revised. Common Errors section added for each element.

Executive Summary

Accurate, consistent and timely information is necessary to make informed decisions about the performance of New Jersey's school system. The *2021 SID Management Student Data Handbook* was developed to assist school districts in providing education information to the New Jersey Department of Education (NJDOE) in a standardized format to comply with state and federal requirements. For education information to be used effectively, it needs to be identified and captured as a fundamental *data element* or a specific bit of data that can be defined and measured. This *SID Management Student Data Handbook (Handbook)* provides the definition and syntax for these data elements. The standards outlined in the *Handbook* will help produce a consistent body of information upon which all stakeholders can draw.

NJ Standards Measurement and Resource for Teaching (NJ SMART) was developed for three primary reasons. First, New Jersey's public education system must become more evidence-based where progress toward instructional goals are measured, and where the effectiveness and efficiency of educational programs are monitored. To achieve this goal, education data must be collected, managed and reported in a fashion that is more useful, accurate, consistent and timely. Second, major regulatory changes, such as the federal *Every Student Succeeds (ESSA)* and the *Individuals with Disabilities Education Act (IDEA)*, are compelling Local Education Agencies (LEAs) and State Education Agencies (SEAs) to collect greater quantities of data to meet increasingly intensive reporting requirements. The NJDOE hopes to ease this burden over time by maintaining information in a more powerful and flexible way. Third, the NJDOE is committed to becoming more service-oriented to LEAs and the public. By providing better information to LEAs and other stakeholders, and by simplifying the burdensome data reports to the state, the NJDOE hopes to increase administrative efficiency through the use of technology.

Privacy and Security

Privacy of student records is required by the Family Educational Rights and Privacy Act (FERPA). FERPA requires state and local education agencies to protect the privacy of education records that contain “information directly related to a student” and which are maintained by an educational agency or institution. Education data stored in NJ SMART qualify as education records within the limits of FERPA. Absent written consent from the parent or student, or a valid court order, FERPA prohibits the release of education records to anyone other than local school officials, or federal and state education agencies with legitimate educational interests for the information.

NJDOE takes privacy and security concerns extremely seriously. To ensure confidentiality of student records, NJ SMART is designed with the following features: First, an audit trail of all logins, changes and logouts are recorded for all registered and authorized users. The audit trail allows for early notification of potential security breaches. It also encourages legal and appropriate use of student information since all activities on NJ SMART are monitored. Persons who illegally access or download information will be prosecuted to the fullest extent of the law. Second, information in NJ SMART is segmented or compartmentalized with security rights set up by the district so that only registered and authorized users have access to information where they have a legitimate educational interest.

Data Elements and Definitions

This *SID Management Student Data Handbook* includes data elements that are currently collected and maintained by schools, districts, and the NJDOE. Not all data elements are relevant to each student (e.g., students born outside of the US will not have a State of Birth). It is important to understand how each definition is implemented. In those situations where the implementation of a definition is not clear it should be reported to NJ SMART so that a collaborative resolution can be reached.

The following information is provided for each data element in the *SID Management Student Handbook*:

- **Name of Data Element:** The data element name used within the NJ SMART system.
- **NJDOE Number:** The numerical identification of the data element, which will remain in effect over time regardless of data elements retired or added.
- **Definition of Data Elements:** A brief description of the data element.
- **Functional, Policy or Legal Description:** The rationale for collecting the data element, and how the data element will be used. Other policy and legal implications for its collection.
- **CEDS Mapping:** An indication of how the NJ SMART data element maps to Common Education Data Standards (CEDS).
- **Is This Data Element Required?:** Indication of whether the data element is required for file submission.
- **Acceptable Values:** Indication of the data type, minimum and maximum number of characters permitted, and lists values and ranges accepted for each element.
- **Validation Checks:** Specific data validation that will occur with respect to each data element.
- **Additional Notes:** Additional relevant notes about the data element.
- **Common Errors:** Guidance on how to resolve common errors within NJ SMART.
- **Warnings:** (if applicable) The warning message indicating that the data entered does not meet the standards outline by the NJDOE. Warnings are not considered validation errors.

Local Identification Number (LID)

NJDOE Number

1

Definition of Data Element

A number assigned and maintained by the local school district that is unique for each student in the district and is consistently used by the district across all of its data systems.

Functional, Policy or Legal Document

A local student identifier is assigned by the district and used to track students within a district over time and to keep student information secure and confidential. Districts must assign the Local Identification Number for each student in order to receive a State Identification Number (SID). This provides an additional matching field and an efficient way for NJDOE to provide SIDs to districts. This data element is used to verify the unique identification of the student.

CEDS Mapping

Local Education Agency Identifier

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alphanumeric

Minimum Length: 1

Maximum Length: 20

Validation Checks

- Error will occur if multiple students within the district with the same LID are reported.
- Error will occur if field is left blank.

Additional Notes

- Type and length can vary based on a series of numbers and letters used by a school district. A student's LID must be unique throughout the student's enrollment in the district. For school districts without a LID, a LID scheme must be created and assigned for all students so that DOE can uniquely identify all students in a particular district.
- For a LID that includes leading zeros, be sure when extracting and storing the data for transmission that the zeros are maintained. This is accomplished by creating the field as an alphanumeric data element.
- It is important that for confidentiality purposes, the local identification numbers do not contain any embedded meaning linked to student-specific information.

Common Errors

Error Message: Student with the same LID exists in the LEA.

Resolution: Determine which student record should have that LID number. For the student with the incorrect LID, do a partial file upload with the correct LID number and it will overwrite the previous LID number.

State Identification Number (SID)

NJDOE Number

2

Definition of Data Element

A unique number assigned and maintained by the NJDOE that is unique for each student over time and across districts.

Functional, Policy or Legal Document

In order to track students within and across districts over time, NJDOE assigns a unique 10-digit number through NJ SMART to all students enrolled in New Jersey public schools. After the initial assignment of identification numbers, districts are required to verify or obtain an identification number whenever a new student enrolls in the district and to annually resolve all duplicate students within the district prior to the beginning of the school year.

CEDS Mapping

Student Identifier

Is this Data Element Required?

Field is mandatory for all students.

Acceptable Values

Type: Numeric

Minimum Length: 10

Maximum Length: 10

Validation Checks

- SIDs must be valid 10-digit state identification numbers as issued by NJ SMART.
- An error will occur if field is blank and the record has a DistrictStatus = I and/or SchoolStatus = I.
- An error will occur if two or more records with matching SID Numbers have a SchoolStatus of A and Enrollment Type of F.

Additional Notes

N/A

Common Errors

N/A

FirstName

NJDOE Number

3

Definition of Data Element

A name given to an individual.

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

First Name

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 30

Validation Checks

- Periods are not accepted in the FirstName field. Other special characters such as apostrophes and hyphens are accepted.
- An error will occur if field is left blank.

Additional Notes

- No nicknames or abbreviated names should be reported.
- First name and last name must be reported as separate fields.

Common Errors

Error Message: Field contains an invalid character or exceeds 30 characters.

Resolution: This field cannot have more than 30 characters or contain periods. If the student's name has more than 30 characters or has periods in the FirstName field, click Edit on the student's record page; make the necessary changes in the FirstName field, then select Update.

Warnings

N/A

MiddleName

NJDOE Number

4

Definition of Data Element

A secondary name given to an individual.

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

Middle Name

Is this Data Element Required?

Field is optional for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 30

Validation Checks

- First Name, Middle Name, and Last Name must be reported as three separate fields. Middle initial (period is not permitted) or full middle name is acceptable.

Additional Notes

- While Middle Name is an optional field, if the district maintains this data element it should be reported to support unique identification of the student.

Common Errors

Error Message: Field contains an invalid character or exceeds 30 characters.

Resolution: This field cannot have more than 30 characters or contain periods. If the student's name has more than 30 characters or has periods in the MiddleName field, click Edit on the student's record page; make the necessary changes in the MiddleName field, then select Update.

LastName

NJDOE Number

5

Definition of Data Element

The name borne in common by members of a family.

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

Last or Surname

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 50

Validation Checks

- Periods are not accepted in the LastName field. Other special characters such as apostrophes and hyphens are accepted.

Additional Notes

- First name and last name must be reported as separate fields.
- Students with multiple last names should include multiple last names in this field. Hyphens are acceptable; place both last names in this field. Example: Jenny R. Smith-Jones would be input as the last name "Smith-Jones" while John F. Davis Smyth would be input as the last name "Davis Smyth". First name and last name must be reported as separate fields.

Common Errors

Error Message: Field contains an invalid character or exceeds 50 characters.

Resolution: This field cannot have more than 50 characters or contain periods. If the student's name has more than 50 characters or has periods in the LastName field, click Edit on the student's record page; make the necessary changes in the LastName field, then select Update.

Warnings

N/A

GenerationCodeSuffix

NJDOE Number

6

Definition of Data Element

An appendage, if any, used to denote an individual's generation in his family (e.g., Jr, Sr, III).

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

Generation Code or Suffix

Is this Data Element Required?

Field is optional for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 3

Validation Checks

- No punctuation should be included.

Additional Notes

- Leave *NULL* if not available or does not exist.
- While Generation Code/Suffix is an optional data element, the district should use this data element to differentiate among students who would otherwise have the same name and identifying information such as twins, triplets, etc.

Common Errors

N/A

Gender

NJDOE Number

7

Definition of Data Element

The student's identified gender.

Functional, Policy or Legal Document

New Jersey Law (N.J.S.A. 26:8-40.12) This data element is used to verify the unique identification of the student.

CEDS Mapping

Sex

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- M = Male
- F = Female
- X = Non-Binary/Undesignated

Validation Checks

- An error will occur if value entered does not correspond to "F" for Female, "M" for Male, or "X" for Non-Binary/Undesignated.
- Error will occur if field is **left blank**.

Additional Notes

N/A

Common Errors

N/A

DateOfBirth

NJDOE Number

8

Definition of Data Element

The year, month and day on which an individual was born. This data element must correspond to the child's birth certificate or other legal documentation.

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

Birthdate

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Date

Minimum Length: 8

Maximum Length: 8

Validation Checks

- Error will occur if format does not include a four-digit year followed by a zero-filled two position month, followed by a zero-filled two position day (i.e. 20010128).
- Error will occur if data element falls outside of reasonable parameters (i.e. date occurs in future, student must be between the ages of 2-105).

Additional Notes

- Date must be in YYYYMMDD format. Do not include any separators such as "/" or "-".

Common Errors

N/A

CityOfBirth

NJDOE Number

9

Definition of Data Element

The name of the city or town (or comparable unit) in which the student was born. This data element should correspond to the child's birth certificate or other legal documentation.

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

City of Birth

Is this Data Element Required?

Field is mandatory for all US-born students. Field is optional for all foreign-born students, Non-Public students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 30

- Enter the name of the city or town where the student was born
- R = Parent/ Guardian refused to provide birthplace information

Validation Checks

- An error will occur if CityOfBirth, StateOfBirth, and CountryOfBirth are left NULL, for a student unless NonPublic = REC or NREC or ReportedSharedVoc = Y. For US-born students, CityOfBirth and StateOfBirth are required. For foreign-born students, CountryOfBirth is required and CityOfBirth is optional. StateOfBirth must be left NULL for foreign-born students.
- An error will occur if punctuation is included in CityOfBirth.

Additional Notes

- This attribute should contain the name of the city where the student was born (typically recorded on a birth certificate or passport). The city may be within the US or any country. Do not include country of birth or state of birth in this field. Do not include any abbreviations.

Common Errors

Error Message: When State of Birth has a value, City of Birth cannot be left blank.

Resolution: City of Birth must have a value representing the birthplace city or a value of R for Parent/Guardian refused to provide birthplace information.

StateOfBirth

NJDOE Number

10

Definition of Data Element

The name of the state in which the student was born. This data element should correspond to the child's birth certificate or other legal documentation.

Functional, Policy or Legal Document

New Jersey Administrative Code (N.J.A.C. 6A:32)

CEDS Mapping

State of Birth Abbreviation

Is this Data Element Required?

Field is mandatory for all students unless foreign-born. See Validation Checks for details.

This field is optional for Non-Public students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- AL = ALABAMA
- AK = ALASKA
- AS = AMERICAN SAMOA
- AZ = ARIZONA
- AR = ARKANSAS
- CA = CALIFORNIA
- CO = COLORADO
- CT = CONNECTICUT
- DE = DELAWARE
- DC = DISTRICT OF COLUMBIA
- FM = FEDERATED STATES OF MICRONESIA
- FL = FLORIDA
- GA = GEORGIA
- GU = GUAM
- HI = HAWAII
- ID = IDAHO
- IL = ILLINOIS
- IN = INDIANA
- IA = IOWA
- KS = KANSAS
- KY = KENTUCKY
- LA = LOUISIANA
- ME = MAINE
- MH = MARSHALL ISLANDS
- MD = MARYLAND
- MA = MASSACHUSETTS
- MI = MICHIGAN
- MN = MINNESOTA
- MP = NORTHERN MARIANA ISLANDS
- MS = MISSISSIPPI
- MO = MISSOURI
- MT = MONTANA
- NE = NEBRASKA
- NV = NEVADA
- NH = NEW HAMPSHIRE
- NJ = NEW JERSEY
- NM = NEW MEXICO
- NY = NEW YORK
- NC = NORTH CAROLINA
- ND = NORTH DAKOTA
- OH = OHIO
- OK = OKLAHOMA
- OR = OREGON
- PW = PALAU
- PA = PENNSYLVANIA
- PR = PUERTO RICO

- RI = RHODE ISLAND
- SC = SOUTH CAROLINA
- SD = SOUTH DAKOTA
- TN = TENNESSEE
- TX = TEXAS
- UT = UTAH
- VT = VERMONT
- VI = VIRGIN ISLANDS
- VA = VIRGINIA

- WA = WASHINGTON
- WV = WEST VIRGINIA
- WI = WISCONSIN
- WY = WYOMING

Military "States":

- AE = Armed Forces Africa
- AE = Armed Forces Canada
- AE = Armed Forces Europe
- AE = Armed Forces Middle East
- AP = Armed Forces Pacific

Other:

- R = Parent/ Guardian refused to provide birthplace information

Validation Checks

- An error will occur if CityOfBirth, StateOfBirth, and CountryOfBirth are all left *NULL* for a student unless NonPublic = REC or NREC or ReportedSharedVoc = Y. For US-born students, CityOfBirth and StateOfBirth are required. For foreign-born students CountryOfBirth is required and CityOfBirth is optional. StateOfBirth must be left *NULL* for foreign-born students.
- Codes listed above must be used or error will occur.

Additional Notes

- No state should be listed for foreign-born students, except for students from AS, FM, GU, MH, MP, PW, PR, and VI.

Common Errors

Error Message: Field cannot be left blank for a US-born student.

Resolution: Field must be filled in if City of Birth is filled in otherwise the value of R should be reported to indicate Parent/Guardian refused to provide birthplace information.

CountryOfBirth

NJDOE Number

11

Definition of Data Element

The name of the country in which an individual was born. This data element should correspond to the child's birth certificate or other legal documentation.

Functional, Policy or Legal Document

This data element is used to verify the unique identification of the student.

CEDS Mapping

Country of Birth Code

Is this Data Element Required?

Field is mandatory for all foreign-born students. Not required for US-born students and is optional for Non-Public students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 4

- For a current list of NCES Country Codes, please refer to the [NJ SMART Country Codes](#) document.
- R = Parent/ Guardian refused to provide birthplace information

Validation Checks

- An error will occur if CityOfBirth, StateOfBirth, and CountryOfBirth are all left *NULL* for a student unless NonPublic = REC or NREC or ReportedSharedVoc = Y. For US-born students, CityOfBirth and StateOfBirth are required. For foreign-born students CountryOfBirth is required and CityOfBirth is optional. StateOfBirth must be left *NULL* for foreign-born students.
- Codes must conform to the NCES list cited above or an error will occur.

Additional Notes

- Enter country of birth as it appears on a birth certificate or other legal document presented at time of enrollment. Do not include the foreign city of birth in this field; it should be entered in the CityOfBirth field if available. Foreign born students must have a country of birth listed but do not require CityOfBirth or StateofBirth.

Common Errors

Error Message: City Of Birth, State Of Birth and Country Of Birth cannot all be blank.

Resolution: Field must be filled in if City of Birth and State of Birth are filled in otherwise the value of R should be reported to indicate Parent/Guardian refused to provide birthplace information.

Ethnicity

NJDOE Number

13

Definition of Data Element

The ethnic category that most clearly reflects the student's recognition of their community or with which the student identifies.

Functional, Policy or Legal Document

In 2007, [USED issued guidance](#) on how education institutions and other recipients must collect and maintain race and ethnicity data on students and staff, and on how these data must be aggregated and reported to USED.

The categories for ethnicity are:

- Hispanic or Latino
- Not Hispanic or Latino

CEDS Mapping

Hispanic or Latino Ethnicity

Is this Data Element Required?

Field is mandatory for all students, except for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- N = Not Hispanic or Latino.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.
- Only "Y" or "N" responses are accepted. Each student must have a "Y" or "N" response.

Additional Notes

- If positive identification of Hispanic or Latino is not possible, "N" should be entered.
- If Ethnicity = "N," at least one Race category must be identified as "Y."

Common Errors

N/A

RaceAmericanIndian

NJDOE Number

14

Definition of Data Element

The racial category that clearly reflects the student’s recognition of their community or with which the student most identifies. More than one race category may be reported for a student.

Functional, Policy or Legal Document

In 2007, [USED issued guidance](#) on how education institutions and other recipients must collect and maintain race and ethnicity data on students and staff, and on how these data must be aggregated and reported to USED.

The racial categories are:

- American Indian or Alaska Native
- Asian
- White
- Black or African American
- Native Hawaiian or Other Pacific Islander

CEDS Mapping

American Indian or Alaska Native

Is this Data Element Required?

Field is mandatory for all students, except for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes to American Indian or Alaska Native - A person having origins in any of the original people of North and South America (including Central America) and who maintains a tribal affiliation or community attachment.
- N = No to American Indian or Alaska Native.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.
- Only “Y” or “N” responses will be accepted. Each student must have a “Y” or “N” response.

Additional Notes

- Multiple race categories may be identified for a student. All race categories that are not applicable to a student should be marked as “N”.

Common Errors

N/A

RaceAsian

NJDOE Number

15

Definition of Data Element

The racial category that clearly reflects the student’s recognition of their community or with which the student most identifies. More than one race category may be reported for a student.

Functional, Policy or Legal Document

In 2007, [USED issued guidance](#) on how education institutions and other recipients must collect and maintain race and ethnicity data on students and staff, and on how these data must be aggregated and reported to USED.

The racial categories are:

- American Indian or Alaska Native
- Asian
- White
- Black or African American
- Native Hawaiian or Other Pacific Islander

CEDS Mapping

Asian

Is this Data Element Required?

Field is mandatory for all students, except for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes to Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- N = No to Asian.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.
- Only “Y” or “N” responses will be accepted. Each student must have a “Y” or “N” response.

Additional Notes

- Multiple race categories may be identified for a student. All race categories that are not applicable to a student should be marked as “N”.

Common Errors

N/A

RaceBlack

NJDOE Number

16

Definition of Data Element

The racial category that clearly reflects the student’s recognition of their community or with which the student most identifies. More than one race category may be reported for a student.

Functional, Policy or Legal Document

In 2007, [USED issued guidance](#) on how education institutions and other recipients must collect and maintain race and ethnicity data on students and staff, as well as how these data must be aggregated and reported to USED. The racial categories are:

- American Indian or Alaska Native
- Asian
- White
- Black or African American
- Native Hawaiian or Other Pacific Islander

CEDS Mapping

Black or African American

Is this Data Element Required?

Field is mandatory for all students, except for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes to Black or African American - A person having origins in any of the black racial groups of Africa.
- N = No to Black or African American.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.
- Only “Y” or “N” responses will be accepted. Each student must have a “Y” or “N” response.

Additional Notes

- Multiple race categories may be identified for a student. All race categories that are not applicable to a student should be marked as “N”.

Common Errors

N/A

RacePacific

NJDOE Number

17

Definition of Data Element

The racial category that clearly reflects the student's recognition of their community or with which the student most identifies. More than one race category may be reported for a student.

Functional, Policy or Legal Document

In 2007, [USED issued guidance](#) on how education institutions and other recipients must collect and maintain race and ethnicity data on students and staff, and on how these data must be aggregated and reported to USED.

The racial categories are:

- American Indian or Alaska Native
- Asian
- White
- Black or African American
- Native Hawaiian or Other Pacific Islander

CEDS Mapping

Native Hawaiian or Other Pacific Islander

Is this Data Element Required?

Field is mandatory for all students, except for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes to Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- N = No to Native Hawaiian or Other Pacific Islander.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.
- Only "Y" or "N" responses will be accepted. Each student must have a "Y" or "N" response.

Additional Notes

- Multiple race categories may be identified for a student. All race categories that are not applicable to a student should be marked as "N".

Common Errors

N/A

RaceWhite

NJDOE Number

18

Definition of Data Element

The racial category that clearly reflects the student's recognition of their community or with which the student most identifies. More than one race category may be reported for a student.

Functional, Policy or Legal Document

In 2007, [USED issued guidance](#) on how education institutions and other recipients must collect and maintain race and ethnicity data on students and staff, and on how these data must be aggregated and reported to USED.

The racial categories are:

- American Indian or Alaska Native
- Asian
- White
- Black or African American
- Native Hawaiian or Other Pacific Islander

CEDS Mapping

White

Is this Data Element Required?

Field is mandatory for all students, except for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes to White - A person having origins of the original peoples of Europe, the Middle East or North Africa.
- N = No to White.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.
- Only "Y" or "N" responses will be accepted. Each student must have a "Y" or "N" response.

Additional Notes

- Multiple race categories may be identified for a student. All race categories that are not applicable to a student should be marked as "N".

Common Errors

N/A

DistrictStatus

NJDOE Number

21

Definition of Data Element

The student's current enrollment status within a district.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

N/A

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- A = Active
- I = Inactive

Validation Checks

- An error will occur if field is left blank.
- An error will occur if DistrictStatus = I and SchoolStatus = A.

Additional Note

- A descriptor for the current status of the student as *a member of the district*. A student is either an 'Active' or 'Inactive' student. Active students are those who are kept on the current roster of the district, including special education classified students who are "sent" to other districts or specialized placements. Inactive students are students who are no longer attending the district or have left for some reason.
- A student cannot be reported with an Active School Status and an Inactive District Status.

Common Errors

N/A

EnrollmentType

NJDOE Number

46

Definition of Data Element

The amount of the school day a student is in attendance at the school listed as “attending school” for the student.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

Shared Time Indicator

Is this Data Element Required?

Field is mandatory for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- F = Full-time (a student that is attending the school for more than one half of the school day)
- S = Shared-time (a student that is attending the vocational school for one half of the school day or less)

Validation Checks

- An error will occur if field is left blank.
- An error will occur if Enrollment Type= “S” and a nonpublic school is reported as the Attending County, District, and School Code.

Additional Notes

- For shared-time students, the “attending school” cannot be the same as the “receiving school”. Please refer to the [Reporting Responsibilities](#) document.

Common Errors

Error Message: Field can only have a value of S if student is shared-time between a regular school and a vocational school.

Resolution: EnrollmentType **cannot** have a value of “S” if the Attending County, District, and School Codes do not match those of a Vocational School in the [NJ SMART County, District, School Code List](#). (**Note:** If student is attending an Approved Private School for Students with Disabilities (APSSD) half of the day then EnrollmentType should be “F” and the Attending County, District and School Codes should indicate the APSSD code for the school they are attending.)

CountyCodeResident

NJDOE Number

22

Definition of Data Element

The New Jersey county in which the student resides.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 2

Maximum Length: 2

For County Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- If the student resides in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for the Out-of-State school are not listed in the posted document, use ZZ as the county code, 0000 as the district code, and 000 as the school code.

Common Errors

N/A

DistrictCodeResident

NJDOE Number

23

Definition of Data Element

The resident district of the student. The code is unique to the district.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 4

Maximum Length: 4

For District Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- If the student resides in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for the Out-of-State school are not listed in the posted document, use ZZ as the county code, 0000 as the district code, and 000 as the school code.

Common Errors

N/A

SchoolCodeResident

NJDOE Number

24

Definition of Data Element

The resident school in which a student would attend based upon their permanent or other home address. This school code is unique for each school within each district.

Functional, Policy or Legal Document

NJDOE, Office of Special Education

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: AlphaNumeric

Minimum Length: 3

Maximum Length: 3

For School Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- Only school codes designated for regular public schools can be used for School Code Resident.
- If the student resides in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for the Out-of-State school are not listed in the posted document, use ZZ as the county code, 0000 as the district code, and 000 as the school code.

Common Errors

N/A

DistrictEntryDate

NJDOE Number

25

Definition of Data Element

The year, month, and day on which a student is enrolled in the district.

Functional, Policy or Legal Document

NJDOE, Every Student Succeeds Act

This element is used for monitoring enrollment and mobility of students. Used in the determination of time in district for AYP purposes.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students.

Acceptable Values

Type: Date

Minimum Length: 8

Maximum Length: 8

Validation Checks

- Date must be in YYYYMMDD format.
- An error will occur if field is left blank, unless NonPublic = REC or NREC.

Additional Notes

- This date represents the first date of attendance for the student (as opposed to registration date). In the case of students who have entered, left, and re-entered the district, this date represents the most **recent** entry date into the district.
- This is **not** necessarily the first day of school each school year for every student.
- Preschool students being referred for special services should have their date of referral as the DistrictEntryDate.

Common Errors

N/A

CountyCodeReceiving

NJDOE Number

64

Definition of Data Element

The New Jersey county in which the student is received in a sending/receiving relationship.

Functional, Policy or Legal Document

NJDOE, Division of Finance, Office of Special Education

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 2

Maximum Length: 2

For County Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- The Receiving school may often be the same as the Attending school information.
- Example: A student residing in a K-8 district, but is in 9th grade or above and is also placed out-of-district for Special Education, will have the resident code corresponding to the place where the student resides. The attending codes correspond to the district where the student is physically attending school. The receiving codes correspond to the district that receives the student from a K-8 district, but sends the student out-of-district for special services.
- If the Receiving school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State receiving school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.

Common Errors

N/A

DistrictCodeReceiving

NJDOE Number

65

Definition of Data Element

The receiving district of the student in a sending/receiving relationship.

Functional, Policy or Legal Document

NJDOE, Division of Finance, Office of Special Education

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 4

Maximum Length: 4

For District Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- The Receiving school may often be the same as the Attending school information.
- Example: A student residing in a K-8 district, but is in 9th grade or above and is also placed out-of-district for Special Education, will have the resident code corresponding to the place where the student resides. The attending codes correspond to the district where the student is physically attending school. The receiving codes correspond to the district that receives the student from a K-8 district, but sends the student out-of-district for special services.
- If the Receiving school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State receiving school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.

Common Errors

N/A

SchoolCodeReceiving

NJDOE Number

66

Definition of Data Element

The receiving school in a sending/receiving relationship. This school code is unique for each school within each district.

Functional, Policy or Legal Document

NJDOE, Division of Finance, Office of Special Education

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: AlphaNumeric

Minimum Length: 3

Maximum Length: 3

For School Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- Error will occur if school codes designated for Other or Non-operational schools are used for School Code Receiving.
- An error will occur if field is left blank.

Additional Notes

- The Receiving school may often be the same as the Attending school information.
- Example: A student residing in a K-8 district, but is in 9th grade or above and is also placed out-of-district for Special Education, will have the resident code corresponding to the place where the student resides. The attending codes correspond to the district where the student is physically attending school. The receiving codes correspond to the district that receives the student from a K-8 district, but sends the student out-of-district for special services.
- If the Receiving school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State receiving school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.

Common Errors

N/A

CountyCodeAttending

NJDOE Number

26

Definition of Data Element

The county in which the student is attending school.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 2

Maximum Length: 2

For County Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- If the Attending school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State attending school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.

Common Errors

N/A

DistrictCodeAttending

NJDOE Number

27

Definition of Data Element

The district in which the student is currently attending.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alpha

Minimum Length: 4

Maximum Length: 4

For District Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- If the Attending school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State attending school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.

Common Errors

N/A

SchoolCodeAttending

NJDOE Number

28

Definition of Data Element

The school in which a student is attending. This school code is unique for each school within each district.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: AlphaNumeric

Minimum Length: 3

Maximum Length: 3

For School Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- Codes must conform to codes listed or error will occur.
- An error will occur if field is left blank.

Additional Notes

- If the Attending school is in a state outside of New Jersey, enter the appropriate Out-of-State school code. If the school codes for this Out-of-State attending school are not listed in the posted document, please contact the NJ SMART Help Desk for the proper code.
- Error will occur if school codes designated for Other or Non-operational schools are used for School Code Attending.

Common Errors

N/A

YearOfGraduation

NJDOE Number

34

Definition of Data Element

The projected year of the student's **high school** graduation.

Functional, Policy or Legal Document

This data element is used to establish the student's expected year of graduation.

CEDS Mapping

Projected Graduation Date

Is this Data Element Required?

Field is mandatory for all students. This field is optional for Non-Public students and shared time vocational school students being reported by the vocational school. Field is mandatory for all other students.

Acceptable Values

Type: Date

Minimum Length: 4

Maximum Length: 4

Validation Checks

- Date must be in YYYY format.
- An error will occur if blank, unless NonPublic = REC or NREC or ReportedSharedVoc = Y.

Additional Notes

- Date must correspond to when the student is expected to graduate **high school**; date should not be for when the student is expected to complete elementary or middle school.
- This field is optional for Non-Public students.

Common Errors

N/A

SchoolEntryDate

NJDOE Number

29

Definition of Data Element

The year, month, and day on which a student is enrolled in their attending school.

Functional, Policy or Legal Document

NJDOE, Every Student Succeeds Act

This element is used for monitoring enrollment and mobility of students. This element is used in the determination of time in school for AYP purposes.

CEDS Mapping

Enrollment Entry Date

Is this Data Element Required?

Field is mandatory for all students except Non-Public students.

Acceptable Values

Type: Date

Minimum Length: 8

Maximum Length: 8

Validation Checks

- Date must be in YYYYMMDD format.
- An error will occur if field is left blank.

Additional Notes

- This date represents the first date of attendance for the student (as opposed to registration date). In the case of students who have entered, left, and re-entered the school, this date represents the most **recent** entry date into the school.
- This is **not** necessarily the first day of school each school year for each student. School Entry Date does not reset at the first day of each new school year; it remains the same date for as long as the student remains Active within the school.
- Preschool students being referred for special services should have their date of referral as the SchoolEntryDate.

Common Errors

Error Message: Date cannot be in the future.

Resolution: School Entry Date cannot be a date after today's date. No error will occur for dates entered within these parameters.

Error Message: School Entry Date cannot be before District Entry Date.

Resolution: Click on the Edit button and indicate the correct date for the student then click on the Update button.

SchoolExitDate

NJDOE Number

30

Definition of Data Element

The year, month and day of the first day *after* the date the student last attended school when the student exits during the school year.

Functional, Policy or Legal Document

New Jersey Administrative Code (N.J.A.C. 6A:32)

CEDS Mapping

Enrollment Exit Date

Is this Data Element Required?

Field is mandatory for all students with SchoolStatus = "I".

Acceptable Values

Type: Date

Minimum Length: 8

Maximum Length: 8

Validation Checks

- Date must be in YYYYMMDD format.
- Error will occur if field is left *NULL* for students reported with SchoolStatus = "I".
- Error will occur if SchoolExitDate is listed without a SchoolExitWithdrawalCode.

Additional Notes

- Field should be *NULL* for students reported with SchoolStatus = "A".

Common Errors

N/A

Warnings

The data entered into the SchoolExitDate field indicates the student exited on or after June 1st of the current school year. If this record is for a student who finished the normal school year, they should not be inactivated until after the EOY SID Snapshot. Are you sure this data was entered accurately?

SchoolExitWithdrawalCode

NJDOE Number

31

Definition of Data Element

An indication of the reason why the student exited from membership in the school during the school year.

Functional, Policy or Legal Document

N.J.A.C. 6A:32. NJDOE, Division of Finance

CEDS Mapping

Exit or Withdrawal Type

Is this Data Element Required?

Field is mandatory for all students with SchoolStatus = "I".

Acceptable Values

Type: Alphanumeric

Minimum Length: 1

Maximum Length: 3

- T1= Transfer within the same school—A student transferred to another register regardless of program type within the same school.
- T2= Transfer to another public school within the district—A student transferred to any other public school within the same district.
- T3 = Transfer to a nonpublic school within the state – A student transferred to a nonpublic school within the state.
- T4 = Transfer to any public school outside the district – A student transferred to any other public school outside the district and within the state.
- T6 = Transfer to a Juvenile Justice Commission (not including Juvenile Detention Centers) or Department of Corrections institution for incarceration where individual instruction will be provided by the institution.
- T7 = Transfer to a Department of Children and Families institution for treatment of a physical, mental or emotional disability where individual instruction will be provided by the institution.
- T8 = Transfer out of the state or country – A student transferred to a public or nonpublic school or institution out of the state or country.
- T9 = Transfer to parental instruction – A student transferred to an equivalent program of instruction provided by parents.
- T10 = Transfer to a Juvenile Detention Center for incarceration where instruction will be coordinated with the student's LEA.
- TC = Transfer to charter school – A student transferred to charter school upon official notification of attendance.
- TR – Transfer to a renaissance school – A student transferred to a renaissance school upon official notice of attendance.
- TD = Transfer to choice school – A student transferred to an approved choice school.
- TA = Transfer to an adult high school – A student aged 20 years or younger who transfers to an adult high school to pursue a locally-issued, state-endorsed high school diploma.
- TP = Transfer to a private facility. A student transferred to a private facility where individual instruction is provided by the facility.

- D1 = Expulsion by the board of education – A student who is ordered to leave school based on a legal action by the board of education.
- D3 = Dropout: Physical, mental or emotional disability – A student who ceases to attend due to a physical, mental or emotional disability who is not transferring to a state or county institution for individual instruction in order to continue or complete the prescribed program of studies for graduation.
- D4 = Dropout: Dissatisfied with school – A student who ceases to attend because of a behavioral or academic difficulty before completing the prescribed program of studies for graduation. The reasons include difficult student/staff relationships, lack of appropriate curriculum, or dislike of one or more aspects of the school experience.
- D5 = Dropout: Economic necessity and/or entered employment – A student who ceases to attend school for economic or employment reasons before completing the prescribed program of studies for graduation. The reasons may be one or more of the following: needed at home, encouraged by parents to leave school, inability to pay expenses associated with school attendance, seeking employment or had accepted employment.
- D6 = Dropout: Married and/or pregnant – A student who ceases to attend because of marriage or pregnancy before completing the prescribed program of students for graduation.
- D7 = Dropout: New residence, school status unknown – A student who requested a transfer to a new school for relocation to a new residence but whose school status is unknown because the student did not attend the new school.
- D8 = Dropout: Reason Unknown – A student who ceases to attend, is absent for more than ten days and whose whereabouts and school status is unknown.
- D9 = Death of a student.
- D10 = Not of legal school age – A preschool student is no longer attending school because of a preschool handicap declassification or a child whose age is below the compulsory attendance age ceases to attend for any reason.
- D11 = Reached maximum age – A student cannot continue his/her education in a public school for the following school year if they have reached the age of 21.
- L = Graduation – The code is used to officially remove a student from the register because the required program of instruction for graduation has been completed. This code only applies to students graduating from High School.
- PPE = Parentally Placed Exited – This code is used for a student who was parentally placed in a sectarian or non-sectarian private school within the submitting district and was eligible for special education and related services. The code should be used when the student is no longer eligible for special education and related services or is no longer attending the sectarian/ non-sectarian school within the submitting district.

Validation Checks

- Codes must conform to NJDOE codes above or error will occur.
- Error will occur if field is left *NULL* for a student with SchoolStatus= "1".
- Error will occur if SchoolExitWithdrawalCode is listed without a SchoolExitDate.

Additional Notes

- T5 is NOT a valid NJDOE code at this time.
- T9 should be reported if a student transfers out of state and it is known that they will be homeschooled outside of New Jersey.
- TA should only be used for students transferring to an adult high school program to pursue a locally-issued, State-endorsed high school diploma. A locally-issued, State-endorsed diploma is awarded to students who

meet all local and state graduation requirements. TA should not be used for students who drop out to attend an adult education program to pursue a state-issued diploma by passing a high school equivalency assessment (e.g. GED, TASC, HISET) or other continuing education. A dropout code (D1-D8 or D11) should be used in that scenario.

Common Errors

Error Message: Field must be left blank for students reported with SchoolStatus = "A".

Resolution: If SchoolStatus = "A", click on the "Edit" button, change SchoolStatus to "I", then click "Update".

Warnings

Students are typically graduated in SID Management between August 4 and August 31 of each school year. If this record is for a student of the current graduation cohort who finished the normal school year, they should not be inactivated & graduated until after the EOY SID Snapshot.

TuitionCode

NJDOE Number

67

Definition of Data Element

An indicator of the source of payment for a student.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is required for:

- Students attending a choice district
- Students who are attending a public school where a parent is paying tuition, or attending a public school tuition-free where the parent teaches
- Students attending an in-county vocational school on a Shared-time basis
- Students who are new to a charter school and are coming from a non-public school must have Tuition Code "03" filled in for the first year. Once that student completes the first school year of attendance at the charter school, the tuition code should be changed to "07"
- Students attending out-of-county vocational schools
- Students age 21 and under receiving educational services from state agencies
- Students age 21 and under receiving education services from state agencies that are sent by a district who is paying tuition
- Students who are under the legal guardianship of the State of New Jersey (state-responsible students), and are attending either a public school or a state agency
- Students who are contracted to be sent by a K-6 or K-8 district and are attending and being reported by a grade 7-12 or a grade 9-12 district, whose tuition is paid by an entity other than their resident district

Acceptable Values

Type: Numeric

Minimum Length: 2

Maximum Length: 2

- 01 = Paid by another school district
- 02 = Paid by parents
- 03 = Paid by state institutions or other agencies
- 04 = Tuition free: child of a teaching staff member
- 05 = Tuition free: all other tuition free students except codes 04 and 06
- 06 = Paid by the state: a non-resident student attending a choice district
- 07 = Charter school student: tuition is based on resident district of the charter school

Validation Checks

- Leave NULL if not applicable for a student.
- Code must conform to codes listed or error will occur.

Additional Notes

- A Tuition Code is not needed for:

- Students attending an out of district school because of a need for specialized services
- Students attending a district grade 7-12 or 9-12 (regional school) based on pure regionalization (natural transition from the K-6/K-8)
- If their tuition is paid by the resident district, students attending a district grade 7-12 or 9-12 only who are contracted to be sent by a K-6 or K-8 district and are reported by the 7-12 or 9-12 district they are attending
- Students attending an in-county vocational school on a *full-time* basis
- Students receiving special education and related services in county detention facilities
- Students that reside in a non-operating district
- Students who attend ESCs, SSSDs, or Jointure Commissions (This is true for both full-time and shared-time students at the ESC, SSSD, or Jointure Commission)
- Students who are enrolled in private schools by the district, attend private schools for the disabled or private agencies and clinics
- Students sent to contracted privately-operated community-based preschools
- Students receiving services supplied by the school at home and are not attending school
- Homeless students
- Students living in a group home
- Adult high school students
- Students attending a private school whose tuitions are paid by the parent or legal guardian are not reported in NJ SMART
- Students that have completed the number of credits needed to graduate, but have other requirements to fulfill to receive their diploma

Common Errors

Error message: Field cannot have a value of "06" if LEA is not identified as being a Choice District.

Resolution: If District Code Submitting is not listed in the "Choice Districts" tab that is posted in the NJ SMART CDS document, then TuitionCode cannot have a value of 06. If the District Code Submitting IS in the list of Choice Districts, the TuitionCode can be any value (including 06).

FreeandReducedRateLunchStatus

NJDOE Number

45

Definition of Data Element

For students in schools that are **not** participating in the **Community Eligibility Provision**, an indication of the student's eligibility for the national school lunch program (free and reduced price breakfast, lunch, and milk programs) on the date of submission according to the income guidelines provided by the US Department of Agriculture, regardless of enrollment in the program.

For students in schools that **are** participating in the **Community Eligibility Provision**, an indication of a student's household income on the date of submission as determined by the NJDOE Household Information Survey or Direct Certification. Since all students in these schools receive free lunch regardless of income, the student's reported status must be based on household income. For additional information, please visit the [Community Eligibility Provision](#) website.

Functional, Policy or Legal Document

Every Student Succeeds Act, NJDOE, Division of Finance

CEDS Mapping

National School Lunch Program Direct Certification Indicator

Is this Data Element Required?

Field is mandatory for all students, except for Non-Public, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Student in a school **not** participating in the Community Eligibility Provision:
 - N = Not Eligible (refers to students who pay full price).
 - F = Enrolled in Free Lunch.
 - R= Enrolled in Reduced Rate Lunch.
- Student in a school **participating** in the Community Eligibility Provision:
 - N = Household income is above 185% of federal poverty level.
 - F = Household income is at or below 130% of federal poverty level as determined by the NJDOE Household Information Survey or Direct Certification.
 - R = Household income is above 130% of federal poverty level and at or below 185% of federal poverty level as determined by the NJDOE Household Information Survey.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y, Nonpublic = REC or NREC, or student is preschool referred.

Additional Notes

- Some Federal and State funding are calculated using this data.
- As a reminder, eligibility forms should be completed for students even if the school does not participate in the program.

- The definition of the acceptable values depends on if the school participates in the Community Eligibility Provision.

Common Errors

N/A

GradeLevel

NJDOE Number

32

Definition of Data Element

The grade level or primary level of instruction a student receives in a school or an educational institution during a given academic session.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

Entry Grade Level

Is this Data Element Required?

Field is mandatory for all students, except for preschool referral students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 2

Maximum Length: 2

- 3H = Half-day Pre-school 3 years old
- 3F = Full-day Pre-school 3 years old
- 4H = Half-day Pre-school 4 years old
- 4F = Full-day Pre-school 4 years old
- 5H = Half-day Pre-school 5 years old
- 5F = Full-day Pre-school 5 years old
- DH = Half-day Transitional/Developmental Kindergarten
- DF = Full-day Transitional/Developmental Kindergarten
- KH = Half-day Kindergarten
- KF = Full-day Kindergarten
- PF = Full-day Transitional Grade 1/Pre-First
- 01 = Grade 1
- 02 = Grade 2
- 03 = Grade 3
- 04 = Grade 4
- 05 = Grade 5
- 06 = Grade 6
- 07 = Grade 7
- 08 = Grade 8
- 09 = Grade 9
- 10 = Grade 10
- 11 = Grade 11
- 12 = Grade 12
- A1 = Adult High School (1 – 14 credits)
- A2 = Adult High School (15 or more credits)

Validation Checks

- Error will occur if student has GradeLevel of Pre-Kindergarten through 12th grade and DateOfBirth ages him or her outside of reasonable parameters (under 2 years old or over 22 years old).
- An error will occur if field is left blank, unless ReportedSharedVoc = Y or student is preschool referred.
- If ProgramTypeCode is a Regular County Vocational School Grade value (34-37), and the student is enrolled in the vocational school full time, GradeLevel must match to the corresponding ProgramTypeCode. For example, if the ProgramTypeCode is 34, GradeLevel must be 09.

Additional Notes

- All students must be assigned a grade level, including special education students per direction of NJDOE as of October 2004.

- Code half-day Transitional/Developmental Kindergarten as “DH” and full-day Transitional/Developmental Kindergarten as “DF”.
- Code Transitional Grade 1/Pre-First as “PF”.
- Transitional Grade 1/Pre-First is a full day program only.
- NJ SMART will capture every student that appears on the school register, which includes postsecondary students as well as those attending an Adult High School.
- Adult High School student should be classified according to the number of credits for which the student is enrolled.
- If the student’s Special Education classification is 12 (Preschool Child with a Disability) then Grade Level must equal a preschool grade level (3H, 3F, 4H, 4F, 5H, 5F) and either a regular preschool Program Type Code or one of the special education preschool Program Type Codes (3H, 3F, 4H, 4F, 5H, 5F, 32, or 33).

Common Errors

Error message: Grade Level submitted for this student does not correspond to acceptable grade levels identified for the Attending School submitted in SID Management.

Resolution: Check the SID Snapshot Records page to make sure the County, District, and School Code (CDS) Attending is the correct code. Cross reference the document County District School on the Grades Offered tab to make sure the grade is an acceptable grade for the school.

ProgramTypeCode

NJDOE Number

33

Definition of Data Element

The primary program of instruction for the student.

Functional, Policy or Legal Document

New Jersey Administrative Code (N.J.A.C. 6A:32)

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, except for preschool referral and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 2

Maximum Length: 2

- 3H = Half-day Pre-school 3 years old
- 3F = Full-day Pre-school 3 years old
- 4H = Half-day Pre-school 4 years old
- 4F = Full-day Pre-school 4 years old
- 5H = Half-day Pre-school 5 years old
- 5F = Full-day Pre-school 5 years old
- DH = Half-day Transitional/Developmental Kindergarten
- DF = Full-day Transitional/Developmental Kindergarten
- KH = Half-day Kindergarten
- KF = Full-day Kindergarten
- PF = Full-day Transitional Grade 1/Pre-First
- 01 = Grade 1
- 02 = Grade 2
- 03 = Grade 3
- 04 = Grade 4
- 05 = Grade 5
- 06 = Grade 6
- 07 = Grade 7
- 08 = Grade 8
- 09 = Grade 9
- 10 = Grade 10
- 11 = Grade 11
- 12 = Grade 12
- A1 = Adult High School (1 – 14 credits)
- A2 = Adult High School (15 or more credits)
- 18 = Cognitive-Mild Special Class
- 19 = Cognitive-Moderate Special Class
- 20 = Learn and/or Lang Disabilities- Mild/Moderate
- 22 = Emotional Regulation Impairment Special Class
- 23 = Multiple Disabilities Special Class
- 24 = Learn and/or Lang Disabilities – Severe Special Class
- 25 = Auditory Impairments Special Class
- 28 = Visual impairments Special Class
- 30 = Autism Special Class
- 31 = Cognitive-Severe Special Class
- 32 = Full Day Preschool Disabilities Class
- 33 = Half Day Preschool Disabilities Class
- 34 = Regular County Vocational School Grade 9
- 35 = Regular County Vocational School Grade 10
- 36 = Regular County Vocational School Grade 11
- 37 = Regular County Vocational School Grade 12
- 38 = Special Education County Vocational
- 56 = Full-Time Postsecondary Vocational
- 57 = Part-Time Postsecondary Vocational

- NE = Not Enrolled, Fulfilling Graduation Requirements

Validation Checks

- An error will occur if this field is left blank, unless ReportedSharedVoc = Y or student is preschool referred.
- If ProgramTypeCode is a Regular County Vocational School Grade value (34-37), and the student is enrolled in the vocational school full time, ProgramTypeCode must match to the corresponding Grade Level.

Additional Notes

- Program Type Code NE should be used for students that have completed course work but need to fulfill additional graduation requirements. Only students with a Grade Level of 12 can be submitted with a Program Type Code of NE. Note: Students with a Program Type Code of NE are not eligible for state funding.
- Transitional Grade 1/Pre-First is a full day program only.
- If the Special Education Classification is 12 then the Program Type Code must be one of the following values: 3H, 3F, 4H, 4F, 5H, 5F, 32 or 33.

Common Errors

Error message: Field must have a value of 18-33 or 38 if student has a Grade Level other than those listed as acceptable for the School Code Attending. If student is not in a program that corresponds to the values 18-33 or 38, then the Grade Level must be a valid grade specified for the Attending School.

Resolution: Check the SID Snapshot Records page to make sure the correct codes for the CDS Attending fields correspond to the Grades Offered tab in the CDS document.

Retained

NJDOE Number

68

Definition of Data Element

An indication that the student is repeating their current grade level.

Functional, Policy or Legal Document

NJDOE, Division of Finance, Division of Assessment

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students except for Non-Public and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- An error will occur if this field is left blank, unless ReportedSharedVoc = Y or Nonpublic = REC or NREC.

Additional Notes

- Only enter "Y" if the student is repeating their current grade level.
- For EOY Snapshot, students that are not currently repeating their grade level but will be retained in the upcoming year should be reported with an "N". These students should not be reported as "Y" until the start of their next school year.

Common Errors

N/A

Special Education Classification

NJDOE Number

47

Definition of Data Element

The outcome of eligibility assessment for special education and related services.

Functional, Policy or Legal Document

NJDOE, Office of School Funding, and Office of Special Education Programs, Administrative Code 6A:14-3.5 and 6A:14-3.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students evaluated for special education eligibility except for preschool referral students. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 2

Maximum Length: 2

Choose a two-digit code in the left column that corresponds to the classification category for the student:

Special Education Federal and State Categories

Code	State Category	Federal Category
99	Declassified/Returned to Regular Education	N/A
00	Determined Ineligible	N/A
01	Auditory Impairment	Hearing Impairments
02	Autism	Autism
03	Mild Intellectual Disability	Intellectual Disability
04	Moderate Intellectual Disability	Intellectual Disability
05	Severe Intellectual Disability	Intellectual Disability
06	Communication Impairment	Speech or Language Impairments
07	Emotional Regulation Impairment	Emotional Disturbance
08	Multiple Disabilities	Multiple Disabilities
09	Deaf-Blindness	Deaf-Blindness
10	Orthopedic Impairment	Orthopedic Impairments
11	Other Health Impairment	Other Health Impairments
12	Preschool Child with a Disability	Developmental Delay
14	Specific Learning Disability	Specific Learning Disabilities
15	Traumatic Brain Injury	Traumatic Brain Injury
16	Visual Impairment	Visual Impairments
17	Eligible for Speech-Language Services	Speech or Language Impairments
18	Grade K Students with Preschool Child with a Disability Special Education Classification	N/A

Code	State Category	Federal Category
	Undergoing Reevaluation (see Additional Notes for full description)	

Validation Checks

- Code 00 should only be entered for students whose initial eligibility outcome was determined ineligible.
- If student is age 3 and 4, then field must be code 12 (Preschool Child with a Disability).
- If student is age 6 and above, then field cannot be code 12 (Preschool Child with a Disability).
- SpecialEducationClassification code 13 (Social Maladjustment) is no longer a valid value.

Additional Notes

- Field must have a value of 12 if the Grade Level is preschool.
- If student has been evaluated and determined ineligible for special services, then field must be code 00 (Determined Ineligible).
- Students that were previously in special education but have since been declassified as of the last snapshot date, should be submitted with code 99.
- If eligibility of student has not yet been determined as of the last snapshot date, then field must be blank.
- During the fall collection the Special Education Classification code is based on the student's status as of the Fall SID Snapshot. If the student is classified by the Fall Snapshot date than this field should be completed and the Special Education Classification reported to the Official Special Education Submission should match the student's classification as of the Fall Snapshot date.
- Students who are classified as socially maladjusted should be reported as emotionally disturbed.
- The value of 18 should only be reported for students who were eligible for special education and related services under the Special Education Classification of 12 = Preschool Child with a Disability who turned age 5 during the 2020-21 school year, for whom the reevaluation to determine a school age eligibility category was not completed by June 30, 2021 due to COVID-19, **and** the student is in kindergarten for the 2021-22 school year.

Common Errors

Error message: Field cannot be left blank if Non-Public has NREC or REC.

Resolution: Input the correct classification for non-public student.

ELLIdentificationDate

NJDOE Number

69

Definition of Data Element

The year, month, and day on which a student is identified by the district as being in need of English language learner (ELL) services and/or a program based on multiple criteria as defined by N.J.A.C. 6A:15-1.10. This includes students being served in a language assistance program as well as students whose parents have refused language assistance program services.

Functional, Policy or Legal Document

NJDOE, Office of Supplemental Educational Programs. N.J.A.C. 6A:15-1.10

CEDS Mapping

English Learner Entry Date

Is this Data Element Required?

Field is mandatory for all students who have been identified as being in need of ELL services and/or a program including students being served in a language assistance program and students whose parents have refused language assistance program services. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Date

Minimum Length: 8

Maximum Length: 8

Validation Checks

- An error will occur if the format does not include a four-digit year followed by a zero-filled two position month, followed by a zero-filled two position day (i.e. 20010128).
- An error will occur if date occurs in the future.
- An error will occur if ELLIdentificationDate is a date after ELLExitDate.

Additional Notes

- Date must be in YYYYMMDD format. Do not include any separators such as “/” or “-”.
- The field should be *NULL*, if not applicable.
- This field must be reported for all Special Education Non-Public students that have been identified as English language learner.
- This field must be filled in for all identified students regardless of whether parental consent has been obtained for program services.
- The field may be null for students who exited a language assistance program or have been determined to no longer need ELL services and/or a program on or before 7/1/2016 for the 2020-2021 SY.
- This field must be based on the time the student was identified as being in need of ELL services and/or a program in the current district.
- A warning will occur for a student with an ELLIdentificationDate prior to 7/1/2017 when ELLExitDate is NULL.

Common Errors

N/A

Warnings

- ELLIdentificationDate indicates that the student has been actively identified as an ELL student for more than 4 years. Is this student still identified as an ELL student?

ELLExitDate

NJDOE Number

70

Definition of Data Element

The year, month, and day on which a student successfully completes an English language learner (ELL) program or is determined to no longer be in need of ELL services and/or a program based on multiple criteria as defined by N.J.A.C. 6A:15-1.10.

Functional, Policy or Legal Document

NJDOE, Office of Supplemental Educational Programs. N.J.A.C. 6A:15-1.10

CEDS Mapping

English Learner Exit Date

Is this Data Element Required?

Field is mandatory for all students who have successfully completed an ELL program or have been determined to no longer need ELL services and/or a program. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alphanumeric

Minimum Length: 7

Maximum Length: 8

- YYYYMMDD - Date in which student completed the ELL Program
- REFUSED – Students were identified in need of ELL services but the parents refused services

Validation Checks

- An error will occur if the format does not include a four-digit year followed by a zero-filled two position month, followed by a zero-filled two position day (i.e. 20010128).
- An error will occur if ELLExitDate has a value and ELLIdentificationDate is NULL.

Additional Notes

- If the student was identified in need of ELL program services and the parent refused services report REFUSED.
- Date must be in YYYYMMDD format. Do not include any separators such as “/” or “-”.
- The field may be null for students who exited a language assistance program or have been determined to no longer need ELL services and/or a program on or before 7/1/2017 for the 2021-2022 SY.
- The field should be *NULL*, if not applicable.

Common Errors

N/A

NonPublic

NJDOE Number

195

Definition of Data Element

An indication of whether or not a student is receiving or not receiving services under an individual service plan when that student has been parentally placed into a sectarian or non-sectarian private school and also has been determined eligible for special education and related services.

Functional, Policy or Legal Document

Individual With Disabilities Education Act of 2004, P.L. 108-446

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is required for special education students placed by their parents in a sectarian or non-sectarian private school.

Acceptable Values

Type: Alpha

Minimum Length: 0

Maximum Length: 4

- REC = Yes, student has been determined eligible and is receiving services
- NREC = Yes, student has been determined eligible, but is *not* receiving services
- [blank] = Leave element blank if student is not special education and not parentally placed in a private school

Validation Checks

- See each Is This Data Element Required? section under each data element to determine if it is required for Non-Public Students.

Additional Notes

- Field should be left blank for all students other than those parentally placed in a sectarian or non-sectarian private school that may or may not receive special education services.
- If a value of NREC or REC is submitted to the field of NonPublic, a warning will appear if the Attending County District and School Codes do not correspond to a valid NonPublic school.

Common Errors

Error message: If field has a value of REC or NREC, then SpecialEducationClassification must be filled in. Students enrolled in an ELL Program must also have the ELLIdentificationDate and ELLExitDate filled in, if appropriate.

Resolution: Check the SpecialEducationClassification field in SID Management and make sure the field is completed.

Warnings

- The data entered into the NonPublic field identifies the student as NonPublic. However, the Attending County, District, and School Codes entered are not a valid NonPublic location. Are you sure this data was entered accurately?

ResidentMunicipalCode

NJDOE Number

108

Definition of Data Element

The resident municipality of the student. The code is unique to the municipality as defined by the NJ Department of the Treasury.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students.

Acceptable Values

Type: Alphanumeric

Minimum Length: 4

Maximum Length: 4

For a list of current Municipal Codes, please refer to the [NJ SMART County District School Codes](#) document.

Validation Checks

- An error will occur if field is left blank.

Additional Notes

- Code must conform to codes listed or an error will occur.

Common Errors

N/A

MilitaryConnectedStudentIndicator

NJDOE Number

220

Definition of Data Element

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.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

Military Connected Student Indicator

Is this Data Element Required?

Field is mandatory for all students, including Non-Public students. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Not Active Military Connected: Student is a dependent of someone *not* in the full-time, Active Duty Forces (Army, Navy, Airforce, Marine Corps, Coast Guard).
- 2 = Active Military Connected: Student is a dependent of a member of the full-time, Active Duty Forces (Army, Navy, Airforce, Marine Corps, Coast Guard or is a dependent of a member on Full-Time National Guard Duty).
- 3 = National Guard or Reserve Connected: Student is a dependent of a member of the National Guard (not full-time duty) or Reserve Forces (Army, Navy, Air Force, Marine Corps, or Coast Guard).
- 4 = Unknown: It is unknown whether or not the student is military-connected.

Validation Checks

- An error will occur if field is left blank, unless ReportedSharedVoc = Y.

Additional Notes

- If the student is not military connected, report 1.

Common Errors

N/A

ELAGraduationPathwayIndicator

NJDOE Number

332

Definition of Data Element

An indication if and how a student met the graduation assessment requirements. Districts are required to annually report this information under N.J.A.C. 6A:8-5.2(f).

Functional, Policy or Legal Document

N.J.A.C. 6A:8-5.2(f): The chief school administrator or lead person in a charter school must report data on recent graduates' pathway to graduation and those denied graduation.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is **mandatory** for all active students with the Grade Level of 11 or 12, all students with the School Exit Withdrawal Code =L, and all students with a Biliterate value of Y.

Pathway to graduation information is not required for Non-Public Students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- A = NJSLA/PARCC Grade 9
- B = NJSLA/PARCC Grade 10
- C = NJSLA/PARCC Grade 11
- D = SAT
- E = ACT
- F = ACT PLAN (Test is no longer administered but can be used for the graduation year)
- G = ACT Aspire (Test is no longer administered but can be used for the graduation year)
- H = AccuPlacer WritePlacer
- I = AccuPlacer WritePlacer ESL
- J = PSAT10
- K = PSAT/NMSQT
- L = ASVAB-AFQT
- M = Alternate requirements specified in IEP
- N = Portfolio appeals
- O = Denied graduation because of failure to pass high school end-of-course NJSLA/ PARCC, substitute competency tests, or portfolio appeals
- P = Denied graduation for any other reason
- Q = Historical Statewide Assessment (MBS, HSPT 9, HSPT 11, SRA, HSPA, AHSA) for adult high school students only
- R = Graduation assessment requirements not yet met
- S = New Jersey Graduation Proficiency Assessment (NJGPA) (Class of 2023 Graduates Only)

- W = Graduation assessment requirements waived under Executive Order No. 214 (Class of 2021 Graduates participating in the Bridge Year Pilot Program only)

Validation Checks

- If Biliterate = Y, ELAGraduationPathwayIndicator must have a value.
- This field cannot be blank for active students in the 11th and 12th grade and students entered with SchoolExitWithdrawalCode = L, unless NonPublic = REC or NREC or ReportedSharedVoc = Y.
- If a student's SchoolExitWithdrawalCode = L and SchoolExitDate is before September 1, 2022, ELAGraduationPathwayIndicator cannot be S.
- If student's SchoolExitWithdrawalCode = L and SchoolExitDate is before September 1, 2022, regardless of grade level, ELAGraduationPathwayIndicator must be A, B, C, D, E, F, G, H, I, J, K, L, M, N, or Q.
- After the End of Year Snapshot, active students in the 12th grade must have the appropriate value of O or P.
- If ELAGraduationPathwayIndicator is O, P, or R, School Exit Withdrawal Code cannot be "L".
- If ELAGraduationPathwayIndicator is M (Alternate requirements specific in IEP), SpecialEducationClassification cannot be blank, 99, or 00.
- If ELAGraduationPathwayIndicator is Q, GradeLevel must be A1 or A2.
- If ELAGraduationPathwayIndicator is W, GradeLevel must be 12 and BridgeYear must be C or Y.

Additional Notes

- This field must be completed for all active 11th and 12th graders and all students with SchoolExitWithdrawalCode = L.
- For active 11th and 12th grade students that have not yet met the ELA graduation assessment requirement, the value of R (Graduation assessment requirements not yet met) should be reported. If an 11th or 12th grader has already met the graduation assessment requirement, the appropriate value of A-N (or S for 11th graders only) should be reported.
- See the [New Jersey High School Graduation Assessment Requirements](#) for the graduation requirements for the class of 2022 and the classes of 2023-2025. The class of 2022 requirements apply for any graduates with a School Exit Date between September 1, 2021 and August 31, 2022 and class of 2023 requirements apply for any graduates with a School Exit Date between September 1, 2022 and August 31, 2023, regardless of grade level.

Common Errors

N/A

Math Graduation Pathway Indicator

NJDOE Number

333

Definition of Data Element

An indication if and how a student met the graduation assessment requirements. Districts are required to annually report this information under N.J.A.C. 6A:8-5.2(f).

Functional, Policy or Legal Document

N.J.A.C. 6A:8-5.2(f): The chief school administrator or lead person in a charter school must report data on recent graduates' pathway to graduation and those denied graduation.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is **mandatory** for all active students with the Grade Level of 11 or 12 and all students with School Exit Withdrawal Code = L.

Pathway to graduation information is not required for Non-Public Students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- A = NJSLA/PARCC Algebra I
- B = NJSLA/PARCC Geometry
- C = NJSLA/PARCC Algebra II
- D = SAT
- E = ACT
- F = ACT PLAN (Test is no longer administered but can be used for the graduation year)
- G = ACT Aspire (Test is no longer administered but can be used for the graduation year)
- H = AccuPlacer Elementary Algebra (Test is no longer administered but can be used for the graduation year)
- I = QAS (Next-Generation ACCUPLACER Quantitative Reasoning, Algebra, and Statistics) (New Test - administration began on January 28, 2019)
- J = PSAT10
- K = PSAT/NMSQT
- L = ASVAB-AFQT
- M = Alternate requirements specified in IEP
- N = Portfolio appeals
- O = Denied graduation because of failure to pass high school end-of-course NJSLA/PARCC, substitute competency tests, or portfolio appeals
- P = Denied graduation for any other reason
- Q = Historical Statewide Assessment (MBS, HSPT 9, HSPT 11, SRA, HSPA, AHSA) for adult high school students only
- R = Graduation assessment requirements not yet met

- S = New Jersey Graduation Proficiency Assessment (NJGPA) (Class of 2023 Graduates Only)
- W = Graduation assessment requirements waived under Executive Order No. 214 (Class of 2021 Graduates participating in the Bridge Year Pilot Program only)

Validation Checks

- This field cannot be blank for active students in the 11th and 12th grade and students entered with School Exit Withdrawal Code = L, unless NonPublic = REC or NREC or ReportedSharedVoc = Y.
- If student's SchoolExitWithdrawalCode = L and SchoolExitDate is before September 1, 2022, MathGraduationPathwayIndicator cannot be S.
- If student's School Exit Withdrawal Code = L and SchoolExitDate is before September 1, 2022, regardless of grade level, MathGraduationPathwayIndicator must be A, B, C, D, E, F, G, H, I, J, K, L, M, N, or Q.
- After the End of Year Snapshot, active students in the 12th grade must have the appropriate value of O or P.
- If MathGraduationPathwayIndicator is O, P, or R, SchoolExitWithdrawalCode cannot be "L".
- If MathGraduationPathwayIndicator is M (Alternate requirements specific in IEP), SpecialEducationClassification cannot be blank, 99, or 00.
- If MathGraduationPathwayIndicator is Q, GradeLevel must be A1 or A2.
- If ELAGraduationPathwayIndicator is W, GradeLevel must be 12 and BridgeYear must be C or Y.

Additional Notes

- This field must be completed for all 11th and 12th graders and all students with School Exit Withdrawal Code = L.
- For active 11th and 12th grade students that have not yet met the Math graduation assessment requirement, the value of R (Graduation assessment requirements not yet met) should be reported. If an 11th or 12th grader has already met the graduation assessment requirement, the appropriate value of A-N (or S for 11th graders only) should be reported.
- See the [New Jersey High School Graduation Assessment Requirements](#) for the graduation requirements for the class of 2022 and the classes of 2023-2025. The class of 2022 requirements apply for any graduates with a School Exit Date between September 1, 2021 and August 31, 2022 and class of 2023 requirements apply for any graduates with a School Exit Date between September 1, 2022 and August 31, 2023, regardless of grade level.

Common Errors

N/A

InDistrictPlacement

NJDOE Number

390

Definition of Data Element

In district placement type to indicate the reason for the placement when a student is attending a school that is not his/her resident school within his/her resident district.

Functional, Policy or Legal Document

Accountability

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory if a student is attending a non-resident school within their resident district and their resident school offers the student's Grade Level.

Acceptable Values

Type: Alpha

Minimum Length: 3

Maximum Length: 6

- SPECED = Student attends a specialized program for special education in a school that is not his/her resident school within his/her resident school district
- ELL = Student attends a specialized program for English Language Learners in a school that is not his/her resident school within his/her resident school district
- ALTREC = Student attends an alternative education program or a recovery high school program in a school that is not his/her resident school within his/her resident school district
- ADULT = Student attends an adult high school for students pursuing a locally-issued, state-endorsed diploma in a school that is not his/her resident school within his/her resident school district
- OTHER = Student attends a school that is not his/her resident school within his/her resident school district for any other reason

Validation Checks

- If DistrictCodeResident and DistrictCodeAttending are the same but the SchoolCodeResident and SchoolCodeAttending are different and the SchoolCodeResident offers the student's Grade Level, an error will occur if this field is blank.
- If SPECED is reported and SpecialEducationClassification has no value, an error will occur.
- If ELL is reported and ELLIdentificationDate has no value, an error will occur.
- If ADULT is reported and Grade Level is not A1 or A2, an error will occur.

Additional Notes

- This field is used to derive accountability.
- This field is used to determine **why** the student is attending the InDistrictPlacement. Examples: Within your district, you have two schools that offer grade 04: School A and School B.
 - Based on the student's home address, a student would attend School A but the student has been placed in **School B because of district choice**. Therefore, OTHER should be reported for the InDistrictPlacement even if the student has an ELL Status or Special Education Classification.

- Based on the student's home address, a student would attend School B but the student has been placed in **School A because the student attends a special education program offered at that school**. Therefore, SPECED should be reported for the InDistrictPlacement.

Common Errors

N/A

LanguageInstructionEducationalProgram

NJDOE Number

391

Definition of Data Element

The course in which an English language learner is placed in order to develop and attain English proficiency while meeting challenging State academic standards.

Functional, Policy or Legal Document

This is information now required by federal reporting collection CSPR.

CEDS Mapping

Title III Language Instruction Program Type

Is this Data Element Required?

Field is mandatory for students receiving ELL services or whose parents have refused ELL services **after** the Fall Snapshot for the **EOY Snapshot**. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Dual language
- 2 = Full Time Bilingual (Transitional)
- 3 = Bilingual alternative Programs
- 4 = English alternative Programs (Hi-Intensity, SEI)
- 5 = ESL Only or ELS
- 6 = Currently an ELL but ELL Program Services refused by parent/guardian

Validation Checks

- If ELLIdentificationDate has a valid date AND ELLExitDate is blank or REFUSED, LanguageInstructionEducationalProgram must have a valid value.

Additional Notes

- The field should be blank, if not applicable.
- This field must be reported for all Special Education Non-Public students who have been identified as English language learner, whether the student is receiving services or whose parents have refused services.

Common Errors

N/A

Biliterate

NJDOE Number

402

Definition of Data Element

An indication if graduating high school seniors achieved passing scores on both a World Language Assessment and an English Assessment to demonstrate they are biliterate [as defined by the NJDOE](#).

Functional, Policy or Legal Document

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for 12th grade students, except Non-Public students and shared time vocational school students being reported by the vocational school, from December 4th through March 31st.

Prior to December 4th and **after** March 31st, field is optional for all 12th grade students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- If a student has received passing scores on both a World Language Assessment and an English Assessment, Biliterate must equal Y.
- If a student is reported with a Grade Level= 12, an error will occur if this field is blank.
- If NonPublic field has a value of REC or NREC or ReportedSharedVoc = Y, this field should be blank.

Additional Notes

- Field should be left blank for all students other than those in Grade Level = 12.
- ELAGraduationPathwayIndicator is required if Biliterate has a value of Y.
- For the March Biliterate snapshot, if students with Biliterate = Y have not yet met the ELA graduation assessment requirements and are planning to participate in the portfolio appeals process, the ELAGraduationPathwayIndicator should be N = Portfolio appeals, even if the portfolio appeal has not yet been approved. Districts can update the ELAGraduationPathwayIndicator field for the June 30 snapshot if a different pathway is used to meet the ELA graduation assessment requirements.

Common Errors

N/A

Repeating Data Elements

Some students may be eligible for a Seal of Biliteracy in more than one language. To accommodate the reporting of a student that has been recognized for biliteracy in more than one language, the following elements must be repeated 5 times in the file submitted to NJ SMART, followed by number 1 through 5:

- WorldLanguageAssessment
- WorldLanguagesAssessed

Note: These data elements, as appropriate, must be submitted once for all 12th graders that have a “Y” for Biliterate. The additional data only needs to be submitted if the student is eligible for the Seal in multiple languages. However, the data elements must still be repeated 5 times in the file (WorldLanguageAssessment1, WorldLanguageAssessment2, etc. and WorldLanguagesAssessed1, WorldLanguagesAssessed2, etc.) even if the additional four iterations are not needed. If the student has only earned one Seal of Biliteracy, null values are acceptable in the additional four iterations.

WorldLanguageAssessment

NJDOE Number

403

Definition of Data Element

The World Language Assessment taken by the student, other than English language assessment.

Functional, Policy or Legal Document

CEDS Mapping

Assessment Identifier

Is this Data Element Required?

Field is mandatory for 12th grade students that have a “Y” in the field of Biliterate. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 2

Maximum Length: 10

- AAPPL = Assessment of Performance toward Proficiency in Languages
- ALIRA = ACTFL Latin Interpretive Reading Assessment
- AP = Advanced Placement language and culture exams (see Additional Notes section for more information)
- ASLPI = (ASL) American Sign Language Proficiency Interview
- IB = International Baccalaureate
- OPIWPT = Oral Proficiency Interview/ Oral Proficiency Interview by Computer[®] (OPIc) and Writing Proficiency Test[®]
- OPIOTHER = Oral Proficiency Interview/ Oral Proficiency Interview by Computer[®] (OPIc) and Other Writing Assessment approved by DOE
- SLPIASL = Sign Language Proficiency Interview (SLPI:ASL)
- STAMP = Standards-based Measurement of Proficiency
- WORLDSPEAK= Avant’s language proficiency test of less commonly taught languages
- OTHER

Validation Checks

- If Biliterate is “Y,” then WorldLanguageAssessment1 must have a value.

Additional Notes

- Field should not be left blank, if applicable.
- OTHER should be used if World Language Assessment is not listed.
- As students may have taken more than one World Language Assessment, this element is a repeatable element and will appear in the portal as: WorldLanguageAssessment1, WorldLanguageAssessment2, WorldLanguageAssessment3, WorldLanguageAssessment4, WorldLanguageAssessment5. The file submitted to SID Management must also be submitted this way.
- AP scores need to be restricted to junior year assessments only (not 10th, 9th grade or earlier).

Common Errors

N/A

WorldLanguagesAssessed

NJDOE Number

404

Definition of Data Element

The specific language other than English that is being assessed.

Functional, Policy or Legal Document

CEDS Mapping

Assessment Language

Is this Data Element Required?

Field is mandatory for 12th grade students that have taken a World Language Assessment. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 3

Maximum Length: 3

[Home Language Codes](#)

Validation Checks

- An error will occur if WorldLanguagesAssessed is left blank, and WorldLanguageAssessment has a value.
- An error will occur if another language code is used that is outside of the acceptable codes as given by the NJDOE.

Additional Notes

- Field should not be left blank, if applicable.
- As students may have taken more than one World Language Assessed, this element is a repeatable element and will appear in the portal as: WorldLanguagesAssessed1, WorldLanguagesAssessed2, WorldLanguagesAssessed3, WorldLanguagesAssessed4, WorldLanguagesAssessed5. The file submitted to SID Management must also be submitted this way.

Common Errors

N/A

GiftedAndTalentedStudent

NJDOE Number

408

Definition of Data Element

The student has been identified as a gifted and talented student or twice-exceptional as defined by the Strengthening Gifted and Talented Education Law (18A:35-35): "Gifted and talented student" means a student who possesses or demonstrates a high level of ability in one or more content areas when compared to his chronological peers in the school district and who requires modifications of his educational program if he is to achieve in accordance with his capabilities."

Functional, Policy or Legal Document

Strengthening Gifted and Talented Education Law (18A:35-35)

CEDS Mapping

Gifted and Talented Indicator

Is this Data Element Required?

Field is mandatory for all students except for preschool, Adult High School, Non-Public students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- An error will occur if GiftedAndTalentedStudent is left blank, unless NonPublic field = REC or NREC, Grade Level = 3F, 3H, 4F, 4H, 5F, 5H, A1, or A2, or ReportedSharedVoc = Y.

Additional Notes

- Field should not be left blank, if applicable.

Common Errors

N/A

Student Learning Environment

NJDOE Number

419

Definition of Data Element

The chosen method for delivering instruction to the student - fulltime on premises, hybrid (partial in person on premises/partial remote), or fulltime remote. Further, denote whether the student is fulltime remote due to parental or guardian choice or fulltime remote because the district has not yet offered the student another option.

Functional, Policy or Legal Document

NJDOE OFDS/Student Support, new statewide reporting requirements regarding student learning environment in the Road Back supplemental guidance issued July 24, 2020: [Clarifying Expectations Regarding Fulltime Remote Learning Options for Families in 2020-2021](#)

CEDS Mapping

Virtual School Status

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Fulltime on premises
- 2 = Hybrid (partial in person on premises/partial remote instruction)
- 3 = Fulltime remote—district choice
- 4 = Fulltime remote—parental or guardian choice

Validation Checks

- An error will occur if StudentLearningEnvironment is left blank unless NonPublic field= REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.
- An error will occur if StudentLearningEnvironment = 1 (Fulltime on premises) and RemoteDaysPresent and RemoteDaysAbsent are both not 0.
- An error will occur if StudentLearningEnvironment = 2,3, or 4 (Hybrid or Fulltime remote) and RemoteDaysPresent and RemoteDaysAbsent are both 0.

Additional Notes

- For the fall collection, StudentLearningEnvironment should reflect what the student’s learning environment has been from school entry date to October 15th.
- For the EOY collection, StudentLearningEnvironment should reflect what the student’s learning environment has been over the course of the student’s membership in the school in the current school year. For example, students who are full-time remote due to district choice on October 15th but shift to a hybrid schedule in the winter and to fulltime on premises by spring would be marked as “Hybrid” on the EOY collection because they received instruction partially in person and partially remote over the course of their membership in the current school year.

Common Errors

N/A

RemoteDaysPresent

NJDOE Number

414

Definition of Data Element

The number of days a student attended school from a remote learning environment during the annual reporting period from July 1 through June 30.

Functional, Policy or Legal Document

N.J.A.C. 6A:32-8.3; [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#)

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is **required for all inactive students**, except for Non-Public and preschool referral students, at any point of submission.

Field is **not required** for the Fall Snapshot for active students.

Field is **mandatory for all students**, except for Non-Public and preschool referral students, after the Fall Snapshot for the EOY Snapshot.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 5

Whole values between 0 and 366.

Half values are accepted for shared time vocational school students only.

Validation Checks

- The value of this element cannot be greater than the value of Number Of Days Present.
- Unless EnrollmentType = S, value must be reported as a whole number between 0-366.
- An error will occur if RemoteDaysPresent is not 0 and StudentLearningEnvironment = 1 (Fulltime on premises).

Additional Notes

- For shared time vocational school students, each school day in membership counts as 0.5 at each school, so the total between the two schools equals 1. As such, each day a shared time vocational school student is present should be recorded as 0.5 for each school. Shared time vocational school students who are present 180 days at school A and 175 at school B should have a value of 90 in this field for their student record at school A and a value of 87.5 on their student record at school B.
- All active and inactive records of the reporting year must remain in SID Management so that they are captured in the EOY Snapshot. This includes inactive records reported to the Fall Snapshot.
- The extended school year is included in Remote Days Present up to June 30th and only when it is required for all students. Summer school is not included in Remote Days Present.

Common Errors

N/A

RemoteDaysAbsent

NJDOE Number

414

Definition of Data Element

The number of days a student is absent and scheduled to receive instruction in a remote learning environment (i.e., offsite of the school's premises) during the annual reporting period from July 1 through June 30.

Functional, Policy or Legal Document

N.J.A.C. 6A:32-8.3; [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#)

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is **required for all inactive students**, except for Non-Public and preschool referral students, at any point of submission.

Field is **not required** for the Fall Snapshot for active students.

Field is **mandatory for all students**, except for Non-Public and preschool referral students, after the Fall Snapshot for the EOY Snapshot.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 5

Whole values between 0 and 366.

Half values are accepted for shared time vocational school students only.

Validation Checks

- The value of this element cannot be greater than the value of Number Of Days Absent.
- For shared time vocational school students, each school day in membership counts as 0.5 at each school, so the total between the two schools equals 1. As such, each day a shared time vocational school student is absent should be recorded as 0.5 at each school. Shared time vocational school students who are absent 0 days at school A and 5 days at school B should have a value of 0 in this field for their student record at school A and a value of 2.5 on their student record at school B.
- An error will occur if RemoteDaysAbsent is not 0 and StudentLearningEnvironment = 1 (Fulltime on premises).

Additional Notes

- The extended school year is included in Remote Days Absent up to June 30th and only when it is required for all students. Summer school is not included in Remote Days Absent.
- [State-excused absences](#), as listed in [NJ School Register](#) and the [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#), should not be counted as a day absent for this element. A student who has a district-excused absence should still be marked as being absent here unless the absence is also listed as a state-excused absence in the documents above.

Common Errors

N/A

StudentInternetConnectivity

NJDOE Number

417

Definition of Data Element

Identify the mechanism for home internet connectivity for the student.

Functional, Policy or Legal Document

ESSER fund reporting requirements.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory if StudentLearningEnvironment = 2, 3 or 4, except for Non-public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Personal access
- 2 = School or district provided access through mobile hotspots with paid data plans
- 3 = School or district provided access through Internet-connected devices with paid data plans
- 4 = School or district provided access by paying the cost of home Internet subscription for student
- 5 = School or district provided access through a district-managed wireless network
- 6 = School or district provided access by another means
- 7 = Other
- 8 = Unknown

Validation Checks

- An error will occur if StudentInternetConnectivity is left blank and StudentLearningEnvironment = 2, 3 or 4, unless NonPublic = REC or NREC or ReportedSharedVoc = Y.

Additional Notes

- Field should not be left blank if StudentLearningEnvironment = 2, 3 or 4.

Common Errors

N/A

StudentDeviceOwner

NJDOE Number

415

Definition of Data Element

The owner of the device used by the student for remote learning.

Functional, Policy or Legal Document

ESSER fund reporting requirements.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students except for Non-Public student, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Personal, dedicated device (student is the sole user)
- 2 = Personal device, shared with others
- 3 = School or district provided, dedicated device (student is the sole user)
- 4 = School or district provided device, shared with others
- 5 = Other
- 6 = Unknown
- 7 = None

Validation Checks

- An error will occur if StudentDeviceOwner is left blank, unless NonPublic field = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- Please include desktop, laptop, and tablet computers (including Chromebooks and iPads). Do not include smartphone devices.

Common Errors

N/A

StudentDeviceType

NJDOE Number

416

Definition of Data Element

The type of device used by the student for remote learning.

Functional, Policy or Legal Document

NJDOE OFDS/Student Support, new statewide reporting requirements regarding student learning environment in the Road Back supplemental guidance issued July 24, 2020: Clarifying Expectations Regarding Fulltime Remote Learning Options for Families in 2020-2021.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Chromebooks/laptops
- 2 = iPads/tablets
- 3 = Other
- 4 = Unknown
- 5 = None

Validation Checks

- An error will occur if StudentDeviceType is left blank, unless NonPublic field = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- Field should not be left blank, if applicable.
- Please include desktop, laptop, and tablet computers (including Chromebooks and iPads). Do not include smartphone devices.

Common Errors

N/A

BridgeYear

NJDOE Number

427

Definition of Data Element

An indication of whether the student plans to or is currently participating in the “Bridge Year Pilot Program” established under [P.L. 2020 c.41](#), under which each school district with a high school shall offer students in the graduating class of 2021 and the graduating class of 2022 the opportunity to pursue a bridge year during the year immediately following their senior year of high school.

Functional, Policy or Legal Document

[P.L. 2020 c.41](#) : Requires Commissioner of Education to establish three-year "Bridge Year Pilot Program" for certain students who were impacted by public health state of emergency caused by coronavirus disease 2019.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students with Grade Level of 12, including Non-Public students. This field is optional for shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- C = Student has completed, or is no longer participating in, the bridge year program
- P = Student has expressed intent to participate in the bridge year program in the following school year
- Y = Student is pursuing a bridge year during the current school year
- N = Student is not currently participating and has not expressed intent to participate in the bridge year program

Validation Checks

- This field must have a value if GradeLevel = 12, unless ReportedSharedVoc = Y.
- For students that are not in 12th grade, this field should be left blank.
- An error will occur if BridgeYear = Y or P and Status = I for inactive.
- For 12th graders in the 2022-2023 SY, an error will occur if BridgeYear = P.

Additional Notes

- If the value Y is reported, the student must have completed graduation requirements in the prior school year.
- Students participating in the bridge year for the 2021-2022 school year should remain active in SID Management for the High School Graduation Snapshot. Per legislation, diplomas will not be given to these students until the end of the bridge year.

Common Errors

N/A

FederalHSMathTestingReq

NJDOE Number

430

Definition of Data Element

This field indicates whether a student has met the federal requirement to take Algebra I (or one of the exceptions noted below) while in high school.

Functional, Policy or Legal Document

ESEA section 1111(b)(2)(B) requires that all public school students must take the same assessment statewide in mathematics in high school.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is required for active students with Grade Level of 12 **after** the Fall Snapshot for the EOY Snapshot.

Field is required for inactive students with the School Exit Withdrawal Code = L at any point of submission.

Field is not required for Non-public students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- A = Student registered for and/or took the Algebra I assessment in high school
- B = Student registered for and/or took the DLM assessment in high school
- C = Student took Algebra I in middle school and registered for and/or took the Geometry assessment in high school
- D = Student took Algebra I in middle school and registered for and/or took the Algebra II assessment in high school
- E = Student took Algebra I, Geometry, and Algebra II in middle school
- F = Student took an assessment that meets the federal requirement (i.e. the equivalent of Algebra I, DLM, or Geometry/Algebra II if student took Algebra I in middle school) either while attending a high school in another state or a non-public high school
- G = Student did not register for and/or take the Algebra I assessment in high school and does not fall under one of the exceptions listed above in B through F

Validation Checks

- This field must have a value if GradeLevel = 12 and status = A **after** the Fall Snapshot for the End of Year Snapshot, unless NonPublic = REC or NREC or ReportedSharedVoc = Y.
- The field must have a value if School Exit Withdrawal Code = L.
- If NonPublic field is blank, an error will occur if FederalHSMathTestingReq is blank.

Additional Notes

- Students who were enrolled in Algebra I during the 2019-2020 or 2020-2021 school year and did not register for or take an assessment because of COVID-19 related assessment cancellations should use option A.
- Students who were expected to take the DLM assessment in the 2019-2020 or 2020-2021 school year and did not register for or take an assessment because of COVID-19 related assessment cancellations should use option B.

- Students who took Algebra I in middle school and were enrolled in Geometry or Algebra II in the 2019-2020 or 2020-2021 school year and did not register for or take an assessment because of COVID-19 related assessment cancellations should use the corresponding option C or D.

Common Errors

N/A

IEP Graduation Course Requirement

NJDOE Number

431

Definition of Data Element

An indication of whether a student with a disability did not meet the state course requirement component of the NJDOE graduation requirements because of an exemption or modification contained in their Individualized Education Program (IEP).

Functional, Policy or Legal Document

Every Students Succeeds Act (ESSA) requirements for Adjusted Cohort Graduation Rate (ACGR).

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is required for both active and inactive students with a Grade Level of 12 and a Special Education Classification of 01-17. Field is not required for Non-public students.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = The student **did not meet** the state course requirements for graduation because of an exemption or modification in their IEP.
- 2 = The student **did meet** the state course requirements.

Validation Checks

- If Grade Level = 12, Special Education Classification = 01-17, and NonPublic = blank, this field must have a value.

Additional Notes

- New Jersey laws (e.g. N.J.A.C. 6A:14-4.11) permit students with IEPs that include modifications or exemptions to specific graduation requirements to be granted diplomas. However, the Every Student Succeeds Act (ESSA) requires that only those students who meet standard graduation requirements can be counted in the Adjusted Cohort Graduation Rate (ACGR). Students with IEPs who did not meet the state course requirements because of a modification or exemption to the course requirements in their IEP will be removed from the numerator when calculating the ACGR.

Common Errors

N/A

IEP Graduation Attendance

NJDOE Number

432

Definition of Data Element

An indication of whether a student with a disability did not meet the local attendance requirement component of the NJDOE graduation requirements because of an exemption or modification contained in their Individualized Education Program (IEP).

Functional, Policy or Legal Document

Every Students Succeeds Act (ESSA) requirements for Adjusted Cohort Graduation Rate (ACGR).

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is required for both active and inactive students with a Grade Level of 12 and a Special Education Classification of 01-17. Field is not required for Non-public students.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = The student **did not meet** the local attendance requirements for graduation because of an exemption or modification in their IEP.
- 2 = The student **did meet** the local attendance requirements.

Validation Checks

- If Grade Level = 12, Special Education Classification = 01-17, and NonPublic = blank, this field must have a value.

Additional Notes

- New Jersey laws (e.g. N.J.A.C. 6A:14-4.11) permit students with IEPs that include modifications or exemptions to specific graduation requirements to be granted diplomas. However, the Every Student Succeeds Act (ESSA) requires that only those students who meet standard graduation requirements can be counted in the Adjusted Cohort Graduation Rate (ACGR). Students with IEPs who did not meet the local attendance requirements because of a modification or exemption to the local attendance requirements in their IEP will be removed from the numerator when calculating the ACGR.

Common Errors

N/A

LIEP Language Of Instruction

NJDOE Number

433

Definition of Data Element

The language of instruction for the Language Instruction Educational Program (LIEP) course in which an English language learner (ELL) is placed in order to develop and attain English proficiency while meeting challenging State academic standards.

Functional, Policy or Legal Document

Every Students Succeeds Act (ESSA) Section 3201(7)

CEDS Mapping

Instruction Language

Is this Data Element Required?

Field is mandatory for students receiving ELL services and LanguageInstructionEducationalProgram = 1-5.

Acceptable Values

Type: Alpha

Minimum Length: 3

Maximum Length: 3

- SPA = Castilian Spanish
- ARA = Arabic
- POR = Portuguese
- HAT = Haitian, Haitian Creole
- CHI = Chinese
- KOR = Korean
- GUJ = Gujarati
- URD = Urdu
- BEN = Bengali
- RUS = Russian
- TUR = Turkish
- TEL = Telugu
- HIN = Hindi
- FRE = French
- VIE = Vietnamese
- JPN = Japanese
- PAN = Panjabi, Punjabi
- POL = Polish
- TAM = Tamil
- TGL = Tagalog
- ENG = English
- OTH = Other

Validation Checks

- Codes must conform to the acceptable values listed above or an error will occur.

- If LanguageInstructionEducationalProgram has a valid value of 1, 2, 3, 4, or 5 , LIEPLanguageOfInstruction must have a valid value.
- If LanguageInstructionEducationalProgram value = 1, 2 or 3, then LIEPLanguageOfInstruction must be an acceptable value listed above other than ENG.
- If LanguageInstructionEducationalProgram value = 4 or 5, then LIEPLanguageOfInstruction must be ENG.
- If LanguageInstructionEducationalProgram value = 6, then LIEPLanguageOfInstruction must be blank.

Additional Notes

- The acceptable value list is populated from the new USED Home Language Collection Update: The ISO 639-2 language codes can be found on the Codes for the Representation of Names of Languages [website](#). The list is populated with NJ's top 20 languages spoken by ELLs. In addition to English, the top 20 languages spoken are:
 - Castilian Spanish
 - Arabic
 - Portuguese
 - Haitian, Haitian Creole
 - Chinese
 - Korean
 - Gujarati
 - Urdu
 - Bengali
 - Russian
 - Turkish
 - Telugu
 - Hindi
 - French
 - Vietnamese
 - Japanese
 - Panjabi, Punjabi
 - Polish
 - Tamil
 - Tagalog
- LIEPLanguageOfInstruction should be blank for all students not identified as an ELL student.
- LIEPLanguageOfInstruction may be blank if the student has been identified as an ELL student but has exited the ELL program or the student is currently an ELL but ELL Program Services were refused by parent/guardian.
- LIEPLanguageOfInstruction must be reported for all Special Education Non-Public students who have been identified as English language learner and the student is receiving services (e.g. Student has valid ELLIdentificationDate and blank ELLExitDate).

Common Errors

N/A

CityOfResidence

NJDOE Number

12

Definition of Data Element

The name of the city or town (or comparable unit) of the student's permanent or other home address at the time of reporting or last known residence.

Functional, Policy or Legal Document

This data element is used to uniquely identify students who have similar name and birth data.

CEDS Mapping

Address City

Is this Data Element Required?

Field is mandatory for all students, except for Non-public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 30

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.
- An error will occur if punctuation is included in CityOfResidence.

Additional Notes

- N/A

Common Errors

N/A

MigrantStatus

NJDOE Number

44

Definition of Data Element

Migrant Status is an indication of whether or not a student is a migrant student. A Certificate of Eligibility (COE) must be on file in the district verifying the student's eligibility. A migrant student is defined as a student who is:

- 21 years of age or younger; **and**
- Who is, or whose parent/guardian is, a migratory fisher, dairy worker, or agricultural worker; **and**,
- Who in the preceding 36 months has moved from one school district to another in order for the worker to obtain temporary or seasonal employment in agricultural or fishing work.

Functional, Policy or Legal Document

Every Student Succeeds Act (ESSA)

See the federal definition of "migratory child" as contained in the ESSA sec.1309 (2) for a more complete version of this definition.

CEDS Mapping

Migrant Status

Is this Data Element Required?

Field is mandatory for all students except for Non-public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- LEAs should not submit students as MigrantStatus "Y" without confirming their eligibility via a Certificate of Eligibility (COE). If the NJDOE cannot verify a student's COE, they will not be included in migrant student reporting.
- **LEAs should ensure that students who have reached end-of-eligibility are not flagged in the NJ SMART data base system.**
- To confirm migrant status or verify a student's COE, please contact the **Migrant Education Programs at the Regional Project Office** for your county. This contact information may be found on the NJDOE's [New Jersey Migrant Education Program](#) website.
- Between the Fall and End of Year Snapshots, a warning will occur if the data entered does not match the data reported to the Fall SID Management Snapshot.

Common Errors

N/A

Warnings

- Data entered for MigrantStatus does not match data in the Fall Snapshot. Are you sure this data was entered accurately?

Eighth Technological Literacy

NJDOE Number

92

Definition of Data Element

This data element is an indication of whether the student has met the **eighth grade** technological proficiency consistent with the NJ Student Learning Standards through district-level assessment or evaluation.

Functional, Policy or Legal Document

NJ Student Learning Standards 8

CEDS Mapping

Technology Literacy Status in 8th Grade

Is this Data Element Required?

Field is mandatory for all students in grade 8 except for Non-public students and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- Y = Deemed to be technologically proficient
- N = Deemed to not be technologically proficient
- NE = Not evaluated

Validation Checks

- Field must be left blank if student is not in 8th grade, unless NonPublic = REC or NREC or ReportedSharedVoc = Y.
- Field must be filled in for students with a Grade Level of "08".

Additional Notes

- Since students are not evaluated as of the Fall Snapshot, all students with a Grade Level of "08" must have NE filled in for this field. The results of the district-level assessment or evaluation will be reported in the August SID Management collection file.

Common Errors

N/A

HealthInsuranceStatus

NJDOE Number

35

Definition of Data Element

Health Insurance Status - indication of whether student has health insurance coverage.

Functional, Policy or Legal Document

NJ FamilyCare outreach initiative.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is optional for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- If HealthInsuranceStatus is unknown, then leave this field blank.
- If HealthInsuranceProvider has a value, then HealthInsuranceStatus cannot be blank.

Additional Notes

N/A

Common Errors

N/A

HealthInsuranceProvider

NJDOE Number

36

Definition of Data Element

The complete name of the health insurance coverage provider of the student if applicable.

Functional, Policy or Legal Document

NJ FamilyCare outreach initiative.

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is optional for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 50

Validation Checks

- If Provider information is entered, Health Insurance Status must be "Y" or an error will occur.

Additional Notes

- Provider name should be the complete name without abbreviations.
- If unknown, the field should be *NULL*.

Common Errors

N/A

HomeLanguage

NJDOE Number

117

Definition of Data Element

The name of the primary language or dialect that students use to communicate at home.

Functional, Policy or Legal Document

N.J.A.C 6A:15

Every Student Succeeds Act (ESSA)

CEDS Mapping

ISO 639-5 Language Family

Is this Data Element Required?

Field is mandatory for all students except for Non-public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 3

Maximum Length: 3

[Home Language Code List](#)

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- If two codes are provided for a language, use the first code for this element.
- If more than one language is spoken at home, the one that is used most frequently should be reported.
- If a home language is not on the list, try checking the language category AND the subcategories of each language. In the event that a student has a home language that is not included in the list, try to determine the language family for that language. Additional information on language families is contained on the [Ethnologue website](#). An example of this would be for students who speak the Maay language. This language is not included in the language list. According to the Ethnologue Web site Maay is a Cushitic language. The ISO 639-2 has a value for Cushitic (Other). In this case you would report your Maay speaking students under "Cushitic (Other)."
- Additional information can be found on the [official language reference list](#).

Common Errors

Error message: Value does not conform to NJDOE codes.

Resolution: Download our Home Language Excel document and use only the codes that are provided on this list.

ImmigrantStatus

NJDOE Number

110

Definition of Data Element

Under Section 3201 of the Every Student Succeeds Act, the term "immigrant children and youth" means individuals who: (A) are aged 3 through 21; (B) were not born in any State; and (C) have not been attending one or more schools in any one or more States for more than 3 full academic years.

Functional, Policy or Legal Document

Section 3201 in the Definitions of the Every Student Succeeds Act.

CEDS Mapping

Title III Immigrant Status

Is this Data Element Required?

Field is mandatory for all students born outside of the United States, except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- ImmigrantStatus must be filled in if CountryOfBirth is a country other than the United States.
- Field must be left blank if student is born within the United States, including Puerto Rico.
- ImmigrantStatus must have a value of 'Y' for yes if FirstEntryDateIntoAUSSchool is less than 3 years. If FirstEntryDateIntoAUSSchool is more than 3 years ago, ImmigrantStatus does not have to be 'N' for no. This validation was loosened to allow those students who attend school in the U.S., leave the U.S., and then come back to still be reported with a 'Y' for yes in the ImmigrantStatus.

Additional Notes

- Guidance issued by the US Department of Education states that the number of months that a student has been in school in any one or more States must not add up to more than 3 full academic years for a child to be identified as an immigrant. For situations in which children enroll in an LEA, leave and then reenroll at a later date, all periods of attendance must be counted toward the "three full academic years."
- Between the Fall and End of Year Snapshots, a warning will occur if the data entered does not match the data reported to the Fall SID Management Snapshot.

Common Errors

Error message: Field must be left blank if student is born within the United States, including Puerto Rico.

Resolution: ImmigrantStatus must be left blank if CountryOfBirth is blank (meaning the student was born in the US), or if Country Of Birth is one of the following: 2330 or 1790.

Error message: Field must have a value of Y if student is born outside of the US or Puerto Rico, and FirstEntryDateIntoAUSSchool is a date less than 3 years from the snapshot date.

Resolution: ImmigrantStatus must be Y if FirstEntryDateIntoAUSSchool is less than 3 years before snapshot date and country of birth is any country *other than* the US (2330) or Puerto Rico (1790).

Warnings

- Data entered for ImmigrantStatus does not match data in the Fall SID Management Snapshot. Are you sure this data was entered accurately?

FirstEntryDateIntoAUSSchool

NJDOE Number

111

Definition of Data Element

The month, day, and year of an individual's initial enrollment into a United States school.

Functional, Policy or Legal Document

Section 3201 in the Definitions of the Every Student Succeeds Act.

CEDS Mapping

First Entry Date Into a US School

Is this Data Element Required?

Field is mandatory if student is born outside of the US, except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Date

Minimum Length: 8

Maximum Length: 8

Validation Checks

- Error will occur if format does not include a four digit year followed by a zero-filled two position month, followed by a zero-filled two position day (i.e. 19800128).

Additional Notes

- Date must be in YYYYMMDD format. Do not include any separators such as "/" or "-".
- Leave the field blank if the student was born in the US or Puerto Rico.

Common Errors

Error message: Field must have a value if Immigrant Status has a value of Y.

Resolution: FirstEntryDateIntoAUSSchool must be filled in if ImmigrantStatus = Y.

Homeless

NJDOE Number

74

Definition of Data Element

Homeless status is an indication of whether a student is homeless. The term "homeless children and youths"- (A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 11302(a)(1) of this title); and

(B) includes-

- (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
- (ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 11302(a)(2)(C) ¹ of this title);
- (iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- (iv) migratory children (as such term is defined in section 6399 of title 20) who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses (i) through (iii).

The definition of homeless status is based on Section 725 (2) of McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX, Part A of the Every Student Succeeds Act (ESSA) (42 U.S.C. 11434(a)(2)). Students who meet the McKinney-Vento definition should be coded "Y1" or "Y2". Those who do not should be coded 'N'.

Functional, Policy or Legal Document

NJDOE, Office of Supplemental Educational Programs

For more information see N.J.A.C. 6A:17.2-2.

CEDS Mapping

Homeless Status

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- Y1 = Yes, student was homeless at any time during the school year and has been in the physical custody of a parent or legal guardian.
- Y2 = Yes, student was homeless at any time during the school year and was NOT in the physical custody of a parent or legal guardian (unaccompanied).
- N = No, student was not homeless.

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- If a student was homeless at any time during the current school year, then this field must be “Y1” or “Y2”.
- Between the Fall and End of Year Snapshots, a warning will occur if the data entered does not match the data reported to the Fall SID Management Snapshot.

Common Errors

N/A

Warnings

- Data entered for Homeless does not match data in Fall SID Management Snapshot. Are you sure this data was entered accurately?

HomelessPrimaryNighttimeResidence

NJDOE Number

112

Definition of Data Element

An indication of the nighttime residence for homeless students.

Functional, Policy or Legal Document

NJDOE, Office of Supplemental Educational Programs

For more information see N.J.A.C. 6A:17.2-2.

CEDS Mapping

Homeless Primary Nighttime Residence

Is this Data Element Required?

Field is mandatory if Homeless = "Y1" or "Y2".

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- 1 = Shelters, transitional housing
- 2 = Doubled-up; sharing the housing of other persons due to economic hardship, loss of housing or other reasons (such as domestic violence)
- 3 = Unsheltered; includes cars, parks, campgrounds, temporary trailers including FEMA trailers, or abandoned buildings
- 4 = Hotels or Motels

Validation Checks

- An error will occur if Homeless is "Y1" or "Y2" and HomelessPrimaryNighttimeResidence is left blank.

Additional Notes

- N/A

Common Errors

N/A

Alternative Education Program

NJDOE Number

113

Definition of Data Element

An indication that the student is enrolled in an alternative education program defined as a comprehensive educational program delivered in a non-traditional learning environment that is distinct and separate from the existing general or special education program and designed to meet the needs of students at risk of school failure for his/her primary academic program whether in the school building or outside of the school building.

Functional, Policy or Legal Document

N.J.A.C. 6A:16-1.3, N.J.A.C. 6A:16-9

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes, student participates in an alternative education program.
- N = No, student does not participate in an alternative education program.

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- N/A

Common Errors

N/A

TitleScience

NJDOE Number

75

Definition of Data Element

A student in a Title I Targeted-Assisted program that is receiving or scheduled to receive during the current school year Title I services in support of Science instruction.

Functional, Policy or Legal Document

NJDOE, Office of Title I Program Planning, Office of Public Information, Office of Evaluation and Assessment.

CEDS Mapping

Title I Targeted Assistance Participation

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- Indicate yes for students receiving or scheduled to receive services for a full or partial school year in a school that is designated as Title I targeted assisted school. Indicate no if school is not designated as having a Title I Targeted-Assisted program or if it is a school-wide designation.

Common Errors

N/A

TitleMath

NJDOE Number

76

Definition of Data Element

A student in a Title I Targeted-Assistance program that is receiving or is scheduled to receive during the current school year Title I services in support of Mathematics instruction.

Functional, Policy or Legal Document

NJDOE, Office of Title I Program Planning, Office of Public Information, Office of Evaluation and Assessment.

CEDS Mapping

Title I Targeted Assistance Participation

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- Indicate yes for students receiving or scheduled to receive services for a full or partial school year in a school that is designated as Title I targeted assisted school. Indicate no if school is not designated as having a Title I Targeted-Assisted program or if it is a school-wide designation.

Common Errors

N/A

Title Language

NJDOE Number

77

Definition of Data Element

A student in a Title I Targeted-Assistance program that is receiving or is scheduled to receive during the current school year Title I services in support of Language Arts Literacy instruction.

Functional, Policy or Legal Document

NJDOE, Office of Title I Program Planning, Office of Public Information, Office of Evaluation and Assessment.

CEDS Mapping

Title I Targeted Assistance Participation

Is this Data Element Required?

Field is mandatory for all students except for Non-Public students, preschool referral students, and shared time vocational school students being reported by the vocational school.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y = Yes
- N = No

Validation Checks

- An error will occur if field is left blank, unless NonPublic = REC or NREC, student is preschool referred, or ReportedSharedVoc = Y.

Additional Notes

- Indicate yes for students receiving or scheduled to receive services for a full or partial school year in a school that is designated as Title I targeted assisted school. Indicate no if school is not designated as having a Title I Targeted-Assisted program or if it is a school-wide designation.

Common Errors

N/A

SchoolStatus

NJDOE Number

21

Definition of Data Element

The student's current enrollment status within a school.

Functional, Policy or Legal Document

NJDOE, Division of Finance

CEDS Mapping

N/A

Is this Data Element Required?

Field is mandatory for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- A = Active
- I = Inactive

Validation Checks

- An error will occur if the field is left blank.
- An error will occur if multiple matching records (same Submitting District, SID Number, Local ID, First Name, Last Name, and Date Of Birth) are submitted by an LEA have a SchoolStatus = A.
- All students with a SchoolStatus = I require a SchoolExitDate, SchoolExitWithdrawalCode, NumberofDaysPresent, NumberofDaysAbsent, NumberofStateExcusedAbsences, RemoteDaysPresent, and RemoteDaysAbsent or an error will occur.

Additional Notes

- A descriptor for the current status of the student as a member of the school. A student is either an "Active" or "Inactive" student. Active students are those who are enrolled in the school listed as the "attending school". Inactive students are students who are no longer attending the school or have left for some reason.
- A student cannot be reported with an Active School Status and an Inactive District Status.

Common Errors

N/A

SchoolEntryCode

NJDOE Number

395

Definition of Data Element

To meet the state and federal requirements for continuous enrollment, a student must be given an enrollment classification code at the beginning of each school year. The enrollment for an individual student is defined as the “entry status” and is a means to assure that all students are assigned a code the first day of school.

CEDS Mapping

Entry Type

Functional, Policy or Legal Document

NJDOE, Every Student Succeeds Act

This element is used for monitoring enrollment and mobility of students. This element is used in the determination of time in school for AYP purposes.

Is this Data Element Required?

Field is mandatory for all active students, except for Non-public and preschool referral students.

Acceptable Values

Type: Alphanumeric

Minimum Length: 2

Maximum Length: 3

- E1 = Original entry for the United States—A student, who for the first time in the United States or its outlying areas, enters any public or nonpublic elementary or secondary school.
- R1 = Re-entry from within the same school—A student received from another class within the same school in which the student was previously entered in a different register regardless of program type.
- R2 = Re-entry from a public school within the district—A student who was previously enrolled in another public school within the same district.
- R3 = Re-entry from a nonpublic school in the state—A student who was previously enrolled and attended a nonpublic school in the state.
- R4 = Re-entry from another public school within the state—A student who was previously enrolled in another public school outside the district.
- R5 = Re-entry from the same class in the same school—A student who returns to the same register after officially leaving due to expulsion or after dropping out of school and who has not been enrolled in any other school or program of instruction during the intervening period. This code should be used when the last code for the student was a dropout code. This includes students who drop out for a physical, mental or emotional disability who do not receive home instruction or individual instruction from a state or county institution.
- R6 = Re-entry from a school in another state—A student received directly from a public or nonpublic school in another state.
- R7 = Re-entry from another country — A student received directly from a school in another country having previously been a student in a school in the United States or the outlying areas.
- R9 = Re-entry from a state or county institution for incarceration—A student returning to the regular register after receiving individual instruction in a state or county institution.

- R10 = Re-entry from an institution for treatment of a physical, mental or emotional disability—A student returning to the regular register after receiving individual instruction in an institution.
- R11 = Re-entry after requesting a transfer but never having attended another school—A student returning to the regular register after being recorded as a transfer but who did not actually attend the new school. This code should only be used if the last entry for the student in the register was a transfer code.
- R12 = Re-entry from parental instruction—A student returning to the regular register from parental instruction.
- R13 = Re-entry from charter school—A student returning to the resident district from a charter school.
- R14 = Re-entry from choice school—A student returning to the resident district from a choice school.

Validation Checks

- An error will occur if Status = A and field is left blank unless Nonpublic = REC or NREC or student is preschool referred.
- Codes must conform to NJDOE codes above or error will occur.

Additional Notes

- For most returning students, the code will typically be R1.

Common Errors

N/A

DaysOpen

NJDOE Number

396

Definition of Data Element

The number of days the program of instruction was in session for the entire year, this is the number of days during the annual reporting period from July 1 through June 30.

Functional, Policy or Legal Document

New Jersey Statutes (*N.J.S.A.* 18A:7F-9)

CEDS Mapping

Days In Session

Is this Data Element Required?

Field is mandatory for all students in grades Kindergarten through 12, except for Non-public and preschool referral students.

This field is optional for students in preschool grade levels.

Acceptable Values

Type: Numeric

Minimum Length: 3

Maximum Length: 3

Validation Checks

- Field must be a whole number between 180 and 250 with a Grade Level of DH, DF, KH, KF, PF, 01-12. This validation rule applies if EnrollmentType = S or F.
- Error will occur if field is left blank unless Nonpublic = REC or NREC or student is preschool referred.

Additional Notes

- School day in session is a day on which the school is open, and students are under the guidance and direction of a teacher(s); and the day must be 4 hours or more to be considered a full day (or at least 2.5 hours for kindergarten). The number of days does NOT include summer school. The extended school year is included in the calculation up to June 30 and only when it is required for ALL students.
- This data element is collected at the program level and should not be confused with a student's days in membership.

Common Errors

N/A

NumberOfDaysPresent

NJDOE Number

115

Definition of Data Element

The number of school days in session a student is recorded as present during the annual reporting period from July 1 through June 30. This field includes the days students attended from a remote learning environment.

Functional, Policy or Legal Document

N.J.A.C. 6A:32-8.3; [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#)

CEDS Mapping

Number of Days in Attendance

Is this Data Element Required?

Field is **required for all inactive students**, except for Non-Public and preschool referral students, at any point of submission.

Field is **not required** for the Fall Snapshot for active students.

Field is **mandatory for all students**, except for Non-Public and preschool referral students, after the Fall Snapshot for the EOY Snapshot.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 5

Whole between 0 and 366.

Half values are accepted for shared time vocational school students only.

Validation Checks

- Unless EnrollmentType = S, value must be reported as a whole number between 0-366.
- If Status = I, student must have NumberOfDaysPresent filled in as of the last day in membership unless Nonpublic = REC or NREC or student is preschool referred.

Additional Notes

- For shared time vocational school students, each school day in membership counts as 0.5 at each school, so the total between the two schools equals 1. As such, each day a shared time vocational school student is present should be recorded as 0.5 for each school. Shared time vocational school students who are present 180 days at school A and 175 at school B should have a value of 90 in this field for their student record at school A and a value of 87.5 on their student record at school B.
- This field is used to calculate Chronic Absenteeism.
- All active and inactive records of the reporting year must remain in SID Management so that they are captured in the EOY Snapshot. This includes inactive records reported to the Fall Snapshot.
- The extended school year is included in NumberOfDaysPresent up to June 30 and only when it is required for all students.
- Summer school is not included in NumberOfDaysPresent unless it is required for all students.

Common Errors

N/A

Warnings

N/A

NumberOfDaysAbsent

NJDOE Number

397

Definition of Data Element

The number of days a student is absent during the annual reporting period from July 1 through June 30. This field includes the days students were absent and scheduled to receive instruction in a remote learning environment. This field does not include absences for a State-excused reason.

Functional, Policy or Legal Document

N.J.A.C. 6A:32-8.3; [NJ School Register](#); [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#)

CEDS Mapping

Number of Days Absent

Is this Data Element Required?

Field is **required for all inactive students**, except for Non-Public and preschool referral students, at any point of submission.

Field is **not required** for the Fall Snapshot for active students.

Field is **mandatory for all students**, except for Non-Public and preschool referral students, after the Fall Snapshot for the EOY Snapshot.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 5

Whole values between 0 and 366.

Half values are accepted for shared time vocational school students only.

Validation Checks

- Unless EnrollmentType = S, field must be a whole number between 0 and 366.
- Error will occur if field is left blank unless Nonpublic = REC or NREC or student is preschool referred.

Additional Notes

- For shared time vocational school students, each school day in membership counts as 0.5 at each school, so the total between the two schools equals 1. As such, each day a shared time vocational school student is absent should be recorded as 0.5 at each school. Shared time vocational school students who are absent 0 days at school A and 5 days at school B should have a value of 0 in this field for their student record at school A and a value of 2.5 on their student record at school B.
- This field is used to calculate Chronic Absenteeism.
- [State-excused absences](#), as listed in [NJ School Register](#) and the [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#), should not be counted as a day absent for this element.
A student who has a district-excused absence should still be marked as being absent here unless the absence is also listed as a state-excused absence in the documents above.

Common Errors

N/A

NumberOfStateExcusedAbsences

NJDOE Number

399

Definition of Data Element

The number of days a student is absent for a State-excused reason during the annual reporting period from July 1 through June 30.

Functional, Policy or Legal Document

N.J.A.C. 6A:32-8.3; [NJ School Register](#); [Guidance for Reporting Student Absences and Calculating Chronic Absenteeism](#)

CEDS Mapping

No CEDS Mapping

Is this Data Element Required?

Field is mandatory for all students, except for Non-public and preschool referral students.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 3

Validation Checks

- Field must be a whole number between 0 and 366.
- Error will occur if field is left blank unless Nonpublic = REC or NREC or student is preschool referred.

Additional Notes

- The following are the five allowable reasons for a state-excused absence:
 - [Religious observance](#) (N.J.A.C. 6A:32-8.3(h)).
 - A college visit (up to 3 days per school year for students in grades 11 and 12);
 - “Take Our Children to Work Day” or other rule issued by the Commissioner;
 - Participation in observance of Veterans Day (N.J.S.A. 18A: 36-13.2) or district board of election membership activities (N.J.S.A. 18A: 36-33); or
 - The closure of a busing district that prevents a student from having transportation to the receiving school.

Common Errors

N/A

ReportedSharedVoc

NJDOE Number

434

Definition of Data Element

An indication that the student is a shared-time vocational school student being reported by the county vocational school.

Functional, Policy or Legal Document

N/A

CEDS Mapping

N/A

Is this Data Element Required?

Field is mandatory for all students.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y
- N

Validation Checks

- Error will occur if field is left blank.
- Error will occur if submitting district is not a vocational school and ReportedSharedVoc = Y.
- If submitting district is a vocational school and EnrollmentType = F for full-time, ReportedSharedVoc must have a value of N.
- Error will occur if submitting district is a vocational school and EnrollmentType = S for shared-time, ReportedSharedVoc must have a value of Y.

Additional Notes

- A value of Y should only be reported by county vocational schools to report data for shared-time vocational school students.
- For all schools that are not county vocational schools, a value of N should be reported.
- This field should only be reported as Y by County Vocational Schools reporting shared-time students.

Common Errors

N/A

DeafHardOfHearing

NJDOE Number

435

Definition of Data Element

An indication of whether a preschool student is Deaf or hard of hearing.

Functional, Policy or Legal Document

P.L. 2019, Chapter 205

CEDS Mapping

N/A

Is this Data Element Required?

Field is mandatory for all preschool students **after** the Fall Snapshot for the EOY Snapshot.

This field is optional for the Fall Snapshot.

Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 1

- Y
- N

Validation Checks

- Error will occur if field is left blank and GradeLevel is 3H, 3F, 4H, 4F, 5H, and 5F after Fall SID Snapshot.
- Error will occur if a value other than “Y” or “N” is reported.

Additional Notes

N/A

Common Errors

N/A

Language Acquisition

NJDOE Number

436

Definition of Data Element

The language acquisition rating of a preschool child who is Deaf or hard of hearing.

Functional, Policy or Legal Document.

P.L. 2019, Chapter 205

CEDS Mapping

N/A

Is this Data Element Required?

Field is mandatory for preschool students if DeafHardOfHearing is Y.

Acceptable Values

Type: Numeric

Minimum Length: 1

Maximum Length: 1

- 1 = Significantly below age-level expectations
- 2 = Below age-level expectations
- 3 = Approaching age-appropriate
- 4 = Age-appropriate or above

Validation Checks

- Error will occur if field is left blank and DeafHardOfHearing = Y.
- Code must conform to codes listed or error will occur.

Additional Notes

- Please see the [Language Acquisition Rating Scale for Children who are Deaf or Hard of Hearing](#) document for definitions of the scale.

Common Errors

N/A