



PEIMS Fall Submission

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The ASCENDER District Administration application provides program data for each collection from the ASCENDER Student system. These programs are reviewed and modified annually, per the published Texas Web-Enabled Data Standards (TWEDS), to ensure that the data extracted to the district database is as accurate as possible. The extracts provide many of the edits as defined in the TWEDS.

The PEIMS Fall submission (Submission 1) includes program data for organization and student enrollment and program data records as of (and including) the Fall snapshot date.

The extract programs create the appropriate records in the district database, taking into account the school-start window and the Fall snapshot date. The as-of-status code is automatically generated for each student record.

IMPORTANT: This guide is exclusively for information and processes related to student data for the Fall PEIMS submission. Users needing to reference information and processes related to business data for the Fall PEIMS submissions should refer to the [TSDS PEIMS Fall Submission Data for Business](#) guide.



IMPORTANT: Each LEA will have unique situations. Some of the dates, images, and examples provided in this document are for informational and instructional purposes only and may not completely represent your LEA's process.

Printable guides referenced in this document:

[QuickGuide: Local Programs](#)

[QuickGuide: TEA Census Block Utility](#)

[ASCENDER TSDS New School Year Best Practice Guide](#)

Prerequisites

Prerequisites

Before starting the verification process, ensure the following tasks have been completed within the respective applications:

Security Administration

- Verify all roles and users are correct.

Registration

- Local Programs set up in District Profile – See [QuickGuide: Local Programs](#)
- Set up Post Secondary Certification Licensure Table
- Assign Student UID Numbers

Grade Reporting

- Clean up invalid course codes
- Set up TSDS Crosswalks

Understanding Begin and End Dates

Standard Rule

- **Begin Date:** Enter the **first instructional day** the event occurs.
- **End Date:** Enter the **first instructional day after the last day** the event occurs.

Example:

A student begins attending the Band course August 12, 2025. This is the first instructional day they participated. The student later withdraws from the course. The last day they attended, or were expected to attend, the class was September 25, 2025.

Here is how these dates are entered into the system:

- **Begin Date:** Enter 8/12/2025 (The first day of attendance).
- **End Date:** Enter 9/26/2025 (The first instructional day after the last day of attendance/expectation, September 25th).

Exception: StaffSectionAssociation

- **BeginDate (E3010)** Enter the first instructional day in the current school year the staff is assigned to the section.
- **EndDate (E3020)** Enter the last instructional day the staff was assigned to the section.

NOTE: When extracted for reporting, the system automatically adds one day to this date. This reported date represents the first day after the last instructional day. **This is the only instance where the system adds days to the entered date**, as a date after the last day of the school year cannot be manually entered.

- The following fields are used to calculate **MonthlyMinutes** (E1057): **Days** (of the week), **Time Begin**, and **Time End**.
 - If **Time Begin** and **Time End** are blank, the TSDS Crosswalks are used to calculate **MonthlyMinutes** (E1057).
 - If **Time Begin** and **Time End** are not blank, the extract uses these values along with the **Days** (of the week) to calculate **MonthlyMinutes** (E1057).

Verify and Update Campus/District Settings - Registration

- Verify and Update District Data

Registration > Maintenance > District Profile > District Maintenance > State Reporting

Demographic Info Control Info Special Ed Info Attendance Zones Options State Reporting

ASVAB: 01

Family Engagement Plan Link: <https://sites.google.com/dilleyisd.net/parent-resource-hub/home>

LEA Grievance Link: <https://sites.google.com/dilleyisd.net/parent-resource-hub/home>

Local Education Agency Category: 01 : School District

Education Organization Category: 02 : Local Education Agency

PK Program Evaluation Type: 01 : TEA Self-Assessment

Special Education Data System (SPEDS)

Preschool Outcomes Reporting:

Timely Initial Evaluation Reporting:

Early Childhood Transition Reporting:

Secondary Transition Reporting:

CTE Programs of Study

Delete	Program Code
	012 : Carpentry
	042 : Networking Systems
	050 : Teaching and Training
	060 : Welding

Gifted and Talented Programs

Delete	GT Program
	01 : Pull-out
	04 : Full-time inclusion

- Verify and Update Campus Data

Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info

The screenshot shows the District Administration software interface. On the left, there is a main form with tabs for DEMOGRAPHIC INFO, CONTROL INFO, and PRINCIPAL/COUNSELOR. The DEMOGRAPHIC INFO tab contains fields for Low Grade Level (09), High Grade Level (12), Accreditation (Texas Education Agency), College Board Campus Code Number (442015), Default Track (01), Exclude from District Reporting (unchecked), School Type (High School), Capped To Campus (unchecked), Full Day PK Waiver (unchecked), Additional Days Program (unchecked), and Nbr of Bullying Incidents (1). There is also a section for Office of Civil Rights (OCR) Options with checkboxes for School has Students Participating in Single-Sex Interscholastic Athletics (checked), School has Students Enrolled in One or More Single-Sex Academic Classes (unchecked), and School has Students who Receive Corporal Punishment for Disciplinary Purposes (checked). Below this is a section for Residential Facility Options with a checkbox for Campus-wide Residential Facility (unchecked). At the bottom of the main form are buttons for Delete, Details, County/Dist, Res Fac ID, Facility Name, and Inst Day Len.

On the right, there are two separate maintenance screens. The top one is titled 'Campus Enrollment Type' and shows a table with a single row: CEP Type (02 : Zoned Enrollment - Transfers Ac), Begin Date (08-05-2025), and End Date (unchecked). The bottom one is titled 'National School Lunch Program' and shows a table with a single row: NSLP Type (03 : Yes participating in NSLP under I), Begin Date (08-05-2025), and End Date (unchecked). Both tables have 'Delete' and 'Add' buttons.

Verify and Update Master Schedule Data

Verify TSDS data in the district and campus master schedules.

It is recommended to first run applicable reports and then use the Grade Reporting maintenance pages to update data as needed.

Grade Reporting

- Verify Master Schedule Data

Data in the district master schedule can be verified by running the following reports:

Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0220 - Invalid Service ID

Date Run: 11/10/2025 Cnty-Dist: 001-906		Invalid Service ID TEXAS ISD Sch Year: 2026			Program ID: SGR0220 Page: 1 of 1		
Course Number	Title	Service ID	Abbrev Name	Nbr Sems	Self Paced	Graded Course	Credit Level
0751	P.E. 7 (B)	03823000	PE7B	2	0	Y	M
0752	P.E. 7 (G)	03823000	PE7G	2	0	Y	M
0753	ATHLETICS 7 (B)	03823000	ATH7B	2	0	Y	M
0754	ATHLETICS 7 (G)	03823000	ATH7G	2	0	Y	M
0851	P.E. 8 (B)	03823000	PE8B	2	0	Y	M
0852	P.E. 8 (G)	03823000	PE8G	2	0	Y	M

The SGR0220 report compares the district **Service ID** to the list of CourseCodes (formerly known as the SERVICE-ID (C022) code table) in TWEDS for the current year. Any courses with invalid course codes are listed in the report.

Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0050 - District Master List (Grd Rptng)

District Master List (Grade Reporting) TEXAS ISD Sch Year: 2026														Program ID: SGR0050 Page: 1 of 16																	
Course Number	Title	Abbrev Name	Sif Nbr	Exm Pnd	Prd Crs	Core Cds	ELA Auto Wgt Grade	Credit	Grd Seq	Gender Crs Rstr	HR Cd	HR Tbl	HR Wgt	GA Tbl	GA Wgt	Service ID Description	Dept	Textbook ISBN	Consolidated	Spec Crs	Incl Crs	Priority	AAR Use	CTE Hours	CTE Cours	Tier Seq	PEIMS				
			Pod	Sem	Sem	Crd	Pri	Lvl	Crd	Grd	Seq	Gender	HR	HR	HR	GA	Wgt														
0001	Homeroom PK 3	HMRM PK3	N	2	1	2	Z	E	N	0	4	N	R	0	R	0	01010000	PKE-KIND			N	R	03	087	01	03	087	01			
0020	Homeroom PK 4	HMRM PK4	N	2	1	2	Z	E	N	0	4	N	R	0	R	0	01010000	PKE-KIND			N	R	01	087	01	01	087	01			
0030	Homeroom KG	HMRM KG	N	2	1	0	Z	E	N	0	4	N	R	0	R	0	01020000	KINDER			N	R	06	087	01	01	087	01			
0040	Homeroom Multi	HMRM SPE	N	2	1	0	Z	E	N	0	4	N	R	0	R	0	01000001	SE GENER			N	R	01	087	01	01	087	01			
005H	STUDY HALL	STUDHALL	N	2	1	2		M	Y	0	4	Y	R	1	R	1	838005TH				Y	E	T								
0100	Homeroom 1	HMRM 1	N	2	1	2	Z	E	N	0	4	N	R	0	R	0	08EXCLUDE	EXCL STAFF			N	R	01	087	01	01	087	01			
0111	ELAR 1	ELAR 1	N	2	1	2	L	E	N	0	4	Y	R	1	R	1	02625010	ELA, READ 1			Y	R	01	087	01	01	087	01			
0121	Math 1	Math 1	N	2	1	2	M	E	N	0	4	Y	R	1	R	1	02640010	MATH G-1			Y	R	01	087	01	01	087	01			
0131	Soc Studies 1	SS 1	N	2	1	2	S	E	N	0	4	Y	R	1	R	1	02660010	SOCST G-1			Y	R	01	087	01	01	087	01			
0141	Science 1	Sci 1	N	2	1	2	X	E	N	0	4	Y	R	1	R	1	02650100	SCI G-1			Y	R	01	087	01	01	087	01			
0151	PE 1	PE	N	2	1	2	Z	E	N	0	4	Y	R	0	R	0	02530003	PE 1-6			N	R	01	087	01	01	087	01			
0162	Fine Arts 1	Fn Art 1	N	2	1	2	Z	E	N	0	4	Y	R	0	R	0	80300FNA				N	R	01	087	01	01	087	01			
0169	TECH APP	TECH APP	N	2	1	2		E	N	0	4	Y	R	1	R	1	02670010	TECH G-1			Y	R	01	087	01	01	087	01			
0171	Conduct 1	CNDT 1	N	2	1	0	Z	E	N	0	4	Y	R	0	R	0	08EXCLUDE	EXCL STAFF			N	R	01	087	01	01	087	01			
0200	Homeroom 2	HMRM 2	N	2	1	2	Z	E	N	0	4	N	R	0	R	0	08EXCLUDE	EXCL STAFF			N	R	01	087	01	01	087	01			

The SGR0050 report, sorted by **Service ID**, allows you to easily identify any duplicate local course codes. **Local CourseCodes** must be unique for each distinct course within the district. This report also allows users to verify **Pop Serv**, **Role ID**, and **Class Type** for all courses.

Grade Reporting > Reports > Grade Reporting Reports > Instructors > SGR0140 - Instructor List

Date Run: 11/10/2025 1:29 PM Cnty-Dist: 001-906 001			Instructor Listing 001 School Sch Year: 2026					Program ID: SGR0140 Page: 1 of 3		
Instr ID	Name	Staff ID	Campus	Grd Lvl	Section	Homeroom	Dept	Excl from PEIMS		
901	SCHULZ, ROSALINDA	001324	001					N		
902	SALAZAR, REYNA N	001272	001					N		
903	GONZALEZ, JAMES M	000620	001					N		
904	CANTU, CARLA	000207	001					N		
905	GARCIA, GISELLE	000525	001					N		
906	MITCHELL, LUCIA V	000953	001					N		
907	SCHULTE, ROSALINDA L	001323	001					N		
908	SMITH, SAN J	001356	001					N		
909	REYES, NICOLETTTE M	001162	001					N		
910	RODRIGUEZ, RAMON E	001237	001					N		

The SGR0140 report allows you to:

- Ensure all temporary staff IDs have been updated
- Verify that staff IDs are correct
- Verify Excl From Fall PEIMS setting for instructors

NOTE: If staff data should not be extracted from Grade Reporting for Fall PEIMS, select the **Excl From Fall PEIMS** field on *Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Instructor*. This sets the SGR0140 indicator to **Y**.

Grade Reporting > Reports > Grade Reporting Reports > Instructors > SGR2500 - Schedule of Classes

Date Run: 11/10/2025 01:31 PM		Schedule of Classes								Program ID: SGR2500											
Cnty-Dist: 001-906		001 School								Page: 1.1 of 43											
Campus: 001		Sch Year: 2026																			
Format: Course Title Course-Section, Enrollment Room Number, Days MET TEA Course Number Class Role																					
Instructor	Period 00	Period 01	Period 02	Period 03	Period 04	Period 05	Period 06	Period 07	Period 08												
No Instructor		SEE COUNSELOR																			
Instr ID:		1000-01	5 1000-02	4 1000-03	4 1000-04	7 1000-05	5 1000-06	10 1000-07	7 1000-08												
		MTWThF																			
		SEXCLUDE																			
		01-Teacher of Record																			
Total Students: 46																					
AGUILAR, A	SPED POP	RESOURCE RDG																			
Instr ID: 943	9014-99	1 9660-01	0																		
Stf ID=000013	307	MTWThF	307	MTWThF																	
	85000SPD		84000RRD																		
Total Students: 3																					
01-Teacher of Record	01-Teacher of Record																				

The SGR2500 report provides a count of students in each instructor's class, as well as the **Service ID** CourseCodes (formerly known as the SERVICE-ID (C022) code table) and total students.

It allows you to:

- Identify course sections with no students enrolled
- Verify several data elements within the following data entities: **Course**, **CourseOffering**, **Section**, and **StaffSectionAssociation**.

Recommendations:

- Delete any course sections that have no students enrolled and are not in use. This prevents the system from sending incorrect or unnecessary data during processing.
- For districts that use the multi-period scheduling for elementary grade reporting, each subject should have a unique period. This is recommended by the TEA for classroom linking.

Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0110 - Master Schedule PEIMS

Master Schedule PEIMS Information							Program ID: SGR0110																		
001 School							Page: 1 of 116																		
Sch Year: 2026							Bold indicates district data																		
							Gray Indicates invalid Svc ID # Inactive Instructor																		
Sec	Inst	Inst Name	Class Role Set	Days Met	Per Beg End	Beg End Time	End Time	Entry Date	Withdraw Date	Class Pop	Role Curr	Svc ID	PK Qual	Stu PK	Child Care Nbrs	Home Room	On Ramps	Adv Crd	Dual Crd	Tech Hrs	CTE Hrs	CTE Tier	Teacher Cert	College Sem1	Credit Hours Sem2
04	Course Number excluded		00SH 01	Title	MTWThF	04 04	STUDY HALL	8/05/2025		83800ST	01 01	087				0	0	0	N	0	0				
05	RODRIGUEZ	01		MTWThF	05 05			8/05/2025		83800ST	01 01	087				0	0	0	N	0	0				
	Course Number	0600		Title		SEE COUNSELOR				85000CO											0	0			
	Course Number	0601		Title		LEADERSHIP				83800LD											0	0			
	Course Number	0602		Title		ESL INT				83800ES											0	0			
	Course Number	0603		Title		ACTIV OF CL				SE00000											0	0			

The SGR0110 report provides campus-level PEIMS information for the current school year. It allows you to verify campus course information at the section level.

NOTE: Section level settings override district level settings.

REMINDER: Specific to the StaffSectionAssociation

- **BeginDate (E3010)** Enter the first instructional day in the current school year the staff is assigned to the section.
- **EndDate (E3020)** Enter the last instructional day the staff was assigned to the section.

NOTE: When extracted for reporting, the system automatically adds one day to this date. This reported date represents the first day after the last instructional day.

This is the only instance where the system adds days to the entered date, as a date after the last day of the school year cannot be manually entered.

- The following fields are used to calculate **MonthlyMinutes (E1057): Days** (of the week), **Time Begin**, and **Time End**.
 - If **Time Begin** and **Time End** are blank, the TSDS Crosswalks are used to calculate **MonthlyMinutes (E1057)**.
 - If **Time Begin** and **Time End** are not blank, the extract uses these values

along with the **Days** (of the week) to calculate **MonthlyMinutes** (E1057).

Recommendations:

- For campuses with a set bell schedule, use Crosswalk **042 Responsibilities - From Campus/Period to Minutes** to assign **MonthlyMinutes** (E1057) based on the period. Only enter the **Time Begin** and **Time End** fields for the specific course sections that do not follow the standard bell schedule.
- For course sections where daily subject minutes may fluctuate, such as elementary teachers whose subject times vary, use Crosswalk **043 (Responsibilities - From Campus/Service ID to Minutes)** to assign **MonthlyMinutes** (E1057) based on the CourseCode, formerly known as SERVICE-ID.

- Update Master Schedule Data

Grade Reporting > Maintenance > Master Schedule > District Schedule

AVAILABLE COURSES												
ENGLISH			Course Number	Title	Abbrev Name	Service ID	Service ID Description	Graded Crs	Nbr of Sem	Textbook ISBN	Exclude from TeacherPortal	Stf Pcd
<input type="checkbox"/>	<input type="checkbox"/>	1010	ENGLISH 1	ENG 1	03220100	ENG 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1011	ENGLISH 1A	ENGLISH	03220100	ENG 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1012	ENGLISH 1B	ENGLISH	03220100	ENG 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1020	ENGLISH 2	ENGLISH	03220200	ENG 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1021	ENGLISH 2A	ENGLISH	03220200	ENG 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1022	ENGLISH 2B	ENGLISH	03220200	ENG 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1030	ENGLISH 3	ENGLISH	03220300	ENG 3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1031	ENGLISH 3A	ENGLISH	03220300	ENG 3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1032	ENGLISH 3B	ENGLISH	03220300	ENG 3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1040	ENGLISH 4	ENGLISH	03220400	ENG 4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	1041	ENGLISH 4A	ENGLISH	03220400	ENG 4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>

Rows: 13

Course Nbr: 1010 ENGLISH 1 Abbrev Name: ENG 1 Service ID: 03220100 ENG 1 Graded Crs: Nbr Sem: 2 Textbook ISBN: Exclude from TeacherPortal: Incl Both(Att Grds) Self Paced:

Grade Reporting: Per Ctr: 2 Department: Gender Restr: Required: Elective: Course Codes and Credits: Tot Credits: 1.0 Part Credit: AAR: Grad Plan: Spec Cons: OnRamps: Credit Seq: 4 Credit Lvl: H Core Crs: ELA Wgt: Auto Grd: Incl UIL Elig: Exam/Sem Pat: 1 CTE Hrs: Pop Srvd: 01 Instl Sett: Class Type: 01 Role ID: 087 Crs Seq: HR/GA: HRoll Wgt: 1 HRoll Table: R Regular HRoll Cd: GA Table: R Regular GA Wgt: 1

- Select the  magnifying glass to update **Course Number** information.

- The selected information is displayed. **The grid view can be changed.**

The default view in the grid is basic course information indicated by **⇒ Crs Nbr** in the area below the grid. You can modify the view in the grid by clicking an underlined

header in that area.

For example, if you click the **PEIMS** header, only PEIMS information is displayed in the grid. The PEIMS header is displayed as **⇒ PEIMS** indicating that it is the current view.

Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section

COURSE SELECTION **COURSE** **SECTION** **INSTRUCTOR** **COPY COURSE SECTION**

Course Number

Del	Details	Course	Title	Sec	Max Seats	Stu Enroll Sem 1	Stu W/D Sem 1	Stu Enroll Sem 2	Stu W/D Sem 2	Multi Svc Ind	Incl UIL Elig	Lock	Dst Lmg	Non Campus Based
<input type="button" value="Delete"/>	<input type="button" value="Edit"/>	00SH	STUDY HALL	04	010	0	0	0	0	<input type="checkbox"/>	N	<input type="checkbox"/>	00	
<input type="button" value="Delete"/>	<input type="button" value="Edit"/>	00SH	STUDY HALL	05	010	0	0	0	0	<input type="checkbox"/>	N	<input type="checkbox"/>	00	
<input type="button" value="Delete"/>	<input type="button" value="Edit"/>	1000	SEE COUNSELOR	01	500	5	0	0	0	<input type="checkbox"/>	N	<input type="checkbox"/>	00	
<input type="button" value="Delete"/>	<input type="button" value="Edit"/>	1000	SEE COUNSELOR	02	025	4	1	0	0	<input type="checkbox"/>	N	<input type="checkbox"/>	00	
<input type="button" value="Delete"/>	<input type="button" value="Edit"/>	1000	SEE COUNSELOR	03	025	4	1	0	0	<input type="checkbox"/>	N	<input type="checkbox"/>	00	
<input type="button" value="Delete"/>	<input type="button" value="Edit"/>	1000	SEE COUNSELOR	04	500	2	0	0	0	<input type="checkbox"/>	N	<input type="checkbox"/>	00	

First / 47 Last

Section Information

Crs Nbr: 00SH STUDY HALL Svc ID: 838005TH Multi Svc Ind: Lock: Include UIL Elig: N

Section: 04 Max Seats: 010 Enrolled Students Sem 1: 0 Sem 2: 0 Non Campus Based: 00 Dst Lmg:

Restrictions

Sped Stu Age: 00 Crs Seq:
 Pop Srvd: Wks/Mnths:
 Instruct Sett: PK Curricula:
 Class Type: Stu Instr:
 High Qual PK Prog: Home Room Ind:
 PK Sch Type:

Course Codes and Credits

Dual Crd: 0 Adv Tech Crd: 0 AAR Use:
 Gender Rstrctn: Grade Rstrctn: +
 Special Consid: College Credit Hrs:
 Sem 1: 0 Sem 2: 0 OnRamps:

District Information

Crs Seq: Exam/Sem Pat: 1 Gender Rstrctn:
 Instruct Set: AAR Use: Self Paced:
 Pop Srvd: 01 Grad Plan Use: Class Type: 01
 Role ID: 087 Special Consid: CPR: N
 Nbr Sem: 2 Incl UIL Elig: Speech:

Campus Information

OnRamps: Grade Rstrctn: Rstrctn Addtl:

Child Care Partnership

Delete Operation Number Add

Buttons

Select the  magnifying glass to update **Course Number** information.

Several fields exist on both the district and campus master schedules. These fields only need to be updated in the campus master schedule if they require different values than the district master schedule.

- If the field in the campus master schedule (section record) contains data, that value is extracted.
- If the field is blank in the campus master schedule (section record), the district value is extracted.
- Under District Information, district-level settings are displayed for your information.

Change the grid view: To display the applicable fields in the grid, click the section heading below the grid. An arrow is displayed next to the heading to indicate that those

fields are displayed above.

Verify and Update Current Year Student Data - Registration

- Demo1

Registration > Maintenance > Student Enrollment > Demo1

For mass updates to **Economic Disadvantage**, use the [Registration > Utilities > Reset Values](#) utility.

- Demo2

Registration > Maintenance > Student Enrollment > Demo2

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL													
Counselor Information <p>Counselor: 003</p> <p>Dt Entry 5th Grd: 08-15-2018</p> <p>Dt Entry 8th Grd: 08-16-2021</p> <p>Dt Entry 9th Grd: 08-11-2022</p> <p>District Entry Date: 08-27-2012</p> <p>Birth City: BEXAR COUNTY</p> <p>Birth State: TX</p> <p>Birth Country: 01</p> <p>Cohort: 2026</p>					Miscellaneous <p>Primary Language: <input type="text"/></p> <p>Immig Tracking: <input type="text"/></p> <p>Headstart Code: <input type="text"/></p> <p>Alien Tuition Cd: <input type="checkbox"/></p> <p>Parent Federal Connected: <input type="checkbox"/></p> <p>Att Zone Home Campus: <input type="text"/></p> <p>SAT-ACT-TSIA Reimburse: <input type="checkbox"/></p>		Dual Language Immersion <table border="1"> <tr> <td>Year</td> <td>Language</td> </tr> <tr> <td>01:</td> <td><input type="text"/></td> </tr> <tr> <td>02:</td> <td><input type="text"/></td> </tr> <tr> <td>03:</td> <td><input type="text"/></td> </tr> <tr> <td>04:</td> <td><input type="text"/></td> </tr> <tr> <td>05:</td> <td><input type="text"/></td> </tr> </table> <p>Assessment Date: <input type="text"/></p> <p>Completion Year: <input type="text"/></p>				Year	Language	01:	<input type="text"/>	02:	<input type="text"/>	03:	<input type="text"/>	04:	<input type="text"/>	05:	<input type="text"/>
Year	Language																					
01:	<input type="text"/>																					
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04:	<input type="text"/>																					
05:	<input type="text"/>																					
Receive/Transfer <p>Previous District: <input type="text"/></p> <p>Previous Campus: 001</p> <p>Last Year Campus: 001</p> <p>Last Year Grade: <input type="text"/></p> <p>Records Request: <input type="text"/></p> <p>Records Forward: <input type="text"/></p>		Locker <p>Number: <input type="text"/></p> <p>Combination 1: <input type="text"/></p> <p>Combination 2: <input type="text"/></p>		ECDS Assessments <p>PK Beginning of Year: <input type="text"/></p> <p>PK End Of Year: <input type="text"/></p> <p>KG Beginning of Year: <input type="text"/></p>		Magnet School <p>Magnet this year: <input type="checkbox"/></p> <p>Magnet next year: <input type="checkbox"/></p>																
Local Use <p>Local Use Code 1 <input type="checkbox"/> Function 1 <input type="checkbox"/> Undefined Pgm <input type="checkbox"/></p> <p>Local Use Code 2 <input type="checkbox"/> Function 2 <input type="checkbox"/></p> <p>Local Use Code 3 <input type="checkbox"/> 1</p>					Census Block <table border="1"> <tr> <td>Delete</td> <td>Census Block</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>					Delete	Census Block	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>					
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NOTE: See the QuickGuide: TEA Census Block Utility for guidance.

- Demo3

Registration > Maintenance > Student Enrollment > Demo3

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS	PK ENROLL	FORMS																					
Promotion <p>Year End Status: <input type="text"/></p> <p>SSI Promotion: <input type="text"/></p> <p>Retained Reason 1: <input type="text"/></p> <p>Retained Reason 2: <input type="text"/></p> <p>Retained Reason 3: <input type="text"/></p>					Status Indicators <p>Student Parent: <input type="checkbox"/></p> <p>Even Start: <input type="text"/></p> <p>Neglected/Delinquent: <input type="text"/></p>		Homeless Status <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>		Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Early Reading Indicator <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>				Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>							
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Adult Previous Attendance <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>				Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Unaccompanied Youth <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>			Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Unschooled Asylee Refugee <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>					Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Full Time Hybrid Virtual Program <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>										Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																		
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- Graduation

Registration > Maintenance > Student Enrollment > Graduation

DEM01	DEM02	DEM03	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS																		
<div style="border: 1px solid black; padding: 5px;"> <p>Graduation</p> <p>Graduation Type: <input type="text" value="34"/> Graduation Date: <input type="text" value="--"/> <input type="button" value="..."/></p> <p>AAR Grad Plan: <input type="text" value="FHS Program"/> Texas Grant Eligibility: <input type="text" value="--"/> <input type="button" value="..."/></p> <p>Cert of CrsWrk Date Completed: <input type="text" value="--"/> <input type="button" value="..."/> College Entry: <input type="checkbox"/></p> <p>CPR-AED Date Completed: <input type="text" value="--"/> <input type="button" value="..."/> Speech Date Completed: <input type="text" value="--"/> <input type="button" value="..."/></p> <p>Peace Officer Interact Date Completed: <input type="text" value="07-26-2023"/> <input type="button" value="..."/></p> <p>Texas First Early HS Completion Pgm: <input type="text" value="--"/> <input type="button" value="..."/></p> <p>IGC Reviewed: <input type="checkbox"/> Established Date: <input type="text" value="--"/> <input type="button" value="..."/> IGC Graduate: <input type="checkbox"/></p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Financial Aid Application</p> <p>Status: <input type="text" value="--"/> <input type="button" value="..."/></p> <p>Met Date: <input type="text" value="-"/></p> </div>																														
<div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Foundation High School Program</p> <p>College Career Instruction: <input type="checkbox"/></p> <table border="0"> <tr> <td>Foundation CrsWrk: <input type="text" value="1"/> <input type="button" value="..."/></td> <td>Distinguished CrsWrk: <input type="text" value="0"/> <input type="button" value="..."/></td> </tr> <tr> <td>STEM: <input type="text" value="0"/> <input type="button" value="..."/></td> <td>Date Completed: <input type="text" value="--"/> <input type="button" value="..."/></td> </tr> <tr> <td>Public Services: <input type="text" value="0"/> <input type="button" value="..."/></td> <td>Date Completed: <input type="text" value="--"/> <input type="button" value="..."/></td> </tr> <tr> <td>Business and Industry: <input type="text" value="0"/> <input type="button" value="..."/></td> <td>Date Completed: <input type="text" value="--"/> <input type="button" value="..."/></td> </tr> <tr> <td>Multi Disciplinary Studies: <input type="text" value="1"/> <input type="button" value="..."/></td> <td>Date Completed: <input type="text" value="--"/> <input type="button" value="..."/></td> </tr> <tr> <td>Arts and Humanities: <input type="text" value="0"/> <input type="button" value="..."/></td> <td>Date Completed: <input type="text" value="--"/> <input type="button" value="..."/></td> </tr> </table> </div>													Foundation CrsWrk: <input type="text" value="1"/> <input type="button" value="..."/>	Distinguished CrsWrk: <input type="text" value="0"/> <input type="button" value="..."/>	STEM: <input type="text" value="0"/> <input type="button" value="..."/>	Date Completed: <input type="text" value="--"/> <input type="button" value="..."/>	Public Services: <input type="text" value="0"/> <input type="button" value="..."/>	Date Completed: <input type="text" value="--"/> <input type="button" value="..."/>	Business and Industry: <input type="text" value="0"/> <input type="button" value="..."/>	Date Completed: <input type="text" value="--"/> <input type="button" value="..."/>	Multi Disciplinary Studies: <input type="text" value="1"/> <input type="button" value="..."/>	Date Completed: <input type="text" value="--"/> <input type="button" value="..."/>	Arts and Humanities: <input type="text" value="0"/> <input type="button" value="..."/>	Date Completed: <input type="text" value="--"/> <input type="button" value="..."/>						
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<div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Industry Based Certification</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 2px;">Delete</th> <th style="text-align: left; padding: 2px;">Certification</th> <th style="text-align: left; padding: 2px;">Date Taken</th> <th style="text-align: left; padding: 2px;">Result</th> <th style="text-align: left; padding: 2px;">Exam Fee</th> <th style="text-align: left; padding: 2px;">Vendor Nbr</th> <th style="text-align: left; padding: 2px;">Background Check Cost</th> <th style="text-align: left; padding: 2px;">Reimburse</th> <th style="text-align: left; padding: 2px;">Enrolled</th> </tr> </thead> <tbody> <tr> <td colspan="9" style="text-align: center; padding: 2px;">no rows</td> </tr> </tbody> </table> <p style="text-align: right; margin-top: -10px;"> Add</p> </div>													Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Background Check Cost	Reimburse	Enrolled	no rows								
Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Background Check Cost	Reimburse	Enrolled																						
no rows																														

If the student has a graduation plan assigned to them in the Graduation Plan application, this data must be updated in the Graduation Plan application.

Graduation Plan > Maintenance > Student > Individual Maintenance > PGP

GRADE LEVEL COURSE DETAIL		CREDIT SUMMARY		CREDIT DETAIL		PGP	PERFORMANCE ACKNOWLEDGMENT						
CPR-AED Date Completed		Speech Date Completed		Peace Officer Interact Date Completed		07-26-2023							
Foundation 4 English (English 1-3 & 1 Adv) 3 Math (Alg1, Geo, & 1 Adv) 3 Science (Bio, IPC or Adv & 1 Adv) 3 SS (US H, Eco/Gov & WG or WH) 2 Language Other Than English 1 Fine Arts 1 Physical Education 5 Electives (22 Credits) 1 - Pursuing		Endorsement (22 Credits) 1 Math (Adv) 1 Science (Adv) 2 Electives (26 Credits) 0 - Not Participating		Distinguished (26 Credits) with 4 Science 1 Algebra 2 Endorsement		STAAR EOC Assmnts English 1 Approaches English 2 Approaches Algebra 1 Approaches Biology 1 DidNotMeet US History English 3 Algebra 2 Cum GPA 2.68750 Cum Rank 44		College Readiness ACT.....Composite English Math Read Engl ACT PLAN.....Composite Math Read PSAT Old.....Combined Math Read PSAT New.....Combined Math Read SAT Section Scores SAT.....Combined Math Read TSIA Scores TSIA.....Combined Math ELAR WPL ABE TSIA2.....MathDiag Math ELAR WPL ABE		Diagnostic Info Dyslexia.....No LEP.....No Migrant.....No G/T.....No Spec Ed.....No Retained.....No			
College Career Instruction		Met Date		Multi Cip. Arts Studies		Pursuing		0 - Not Participating		Parent Signature		Counselor Signature	
Industry Based Certification Delete Certification Date Taken Result Exam Fee Vendor Nbr Background Check Cost Reimburse Enrolled No Rows													
Add													

- At Risk

Registration > Maintenance > Student Enrollment > At Risk

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS	PK ENROLL	FORMS
1 2 3 4 5 6 7 8 9 10 11 Not Promoted Avg < 70 Below Perf. Failed Test Preg/Parent DAEP Expelled On Parole, Prob, Deferred Proc, Other Release Previous PEIMS Dropout Emergent Bilingual In Dept Family Protective Svcs														
Delete	Begin Date	End Date	At-Risk	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc	Ind Doc
<input type="button" value=" "/>														
Last Grade Failed: <input type="text"/> Last Year Failed: <input type="text"/>														
Non PEIMS District Codes User 1- Char 1 <input type="text"/> User 2- Char 1 <input type="text"/> User 3- Char 3 <input type="text"/> User 4- Char 3 <input type="text"/> User 5- Char 8 <input type="text"/>														
DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS	PK ENROLL	FORMS
3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 70 Below Perf. Failed Test Preg/Parent DAEP Expelled On Parole, Prob, Deferred Proc, Other Release Previous PEIMS Dropout Emergent Bilingual In Dept Family Protective Svcs Homeless Residential Placement Incarc./ Parent Incar. Dropout Recovery School Chronically Absent (TEC 48.009) 10+ Unexcused Abs/6mo (TEC 25.085/25.086)														
Doc	Ind	Doc	Ind	Doc	Ind	Doc	Ind	Doc	Ind	Doc	Ind	Doc	Ind	Doc
<input type="button" value=" "/>														
Last Grade Failed: <input type="text"/> Last Year Failed: <input type="text"/>														
Non PEIMS District Codes User 1- Char 1 <input type="text"/> User 2- Char 1 <input type="text"/> User 3- Char 3 <input type="text"/> User 4- Char 3 <input type="text"/> User 5- Char 8 <input type="text"/>														

Registration > Utilities > Set Student At Risk Indicators

This utility sets a student's At-Risk indicator if any of the **PEIMS at-risk criteria** fields are

selected for the student on Maintenance > Student Enrollment > At Risk, or clears it if none are selected. The utility sets or resets only 10 of the 15 fields, as indicated below.

Only students with the **Record Status** field set to 1 (currently enrolled this campus), 2 (currently enrolled this campus and will return next year) or 3 (currently enrolled this campus, will attend new camp next year) on Maintenance > Student Enrollment > Demo1 who are under 26 years old are considered.

The following **PEIMS At-Risk criteria** fields are set by the utility:

- 1. Not promoted for one or more school years
- 2. Did not maintain avg of 70 in 2 or more subject (07-12)
- 3. Unsatisfactory performance on assessment instrument
- 5. Pregnant/parent
- 6. Placed in a DAEP (TEC37.006)
- 7. Expelled (TEC37.007)
- 10. Emergent Bilingual (EB)
- 11. Is in the custody of care of the DFPS or has been referred to DFPS
- 12. Homeless
- 16. Chronically Absent (TEC, 48.009)
- 17. 10+ Unexcused Abs/6mo (TEC 25.085/25.086)

The following **PEIMS At-Risk criteria** fields must be set manually:

- 4. Unsatisfactory performance on readiness test (PK-03)
- 8. On parole, probation, deferred prosecution, or other conditional release
- 9. Previous PEIMS dropout
- 13. Residential Placement
- 14. Incarcerated or parent/guardian has been incarcerated during the student's lifetime, per Penal Code Section 1.07
- 15. Enrolled in a designated dropout recovery school under TEC §39.0548

The **At-Risk Indicator** is not cleared when fields **4, 8, 9, 13, 14 or 15** is selected.

- This utility cannot be used in prior school years.
- You must have security rights assigned in the Security Administration application to run this utility.
- At-Risk information is from PEIMS Data Element E0919.
- Indicator 4 is not cleared unless the student has an assessment in the current or prior school year. This prevents manually entered data from being cleared for students who re-enrolled in the district.

See [Registration > Utilities > Set Student At Risk Indicators](#) for more information on this utility.

- [W/R Enroll](#)

Registration > Maintenance > Student Enrollment > WR Enroll

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS	PK ENR																																								
<table border="1"> <tr> <td>Delete</td> <td>Details</td> <td>Campus</td> <td>Entry Date</td> <td>Exit Date</td> <td>Reason</td> <td>ET Verify</td> <td>Status</td> <td>Exclusion</td> <td>Grade</td> <td>Elig Cd</td> <td>CTE Elig</td> <td>Track</td> <td>Attrib Cd</td> <td>Camp Res</td> <td>Camp Acc</td> <td>Comnts</td> <td>Res Fac</td> </tr> <tr> <td></td> <td></td> <td>001</td> <td>08-05-2025</td> <td>--</td> <td></td> <td></td> <td>1</td> <td></td> <td>12</td> <td>8</td> <td><input checked="" type="checkbox"/></td> <td>01</td> <td></td> <td>--</td> <td>--</td> <td></td> </tr> </table>														Delete	Details	Campus	Entry Date	Exit Date	Reason	ET Verify	Status	Exclusion	Grade	Elig Cd	CTE Elig	Track	Attrib Cd	Camp Res	Camp Acc	Comnts	Res Fac			001	08-05-2025	--			1		12	8	<input checked="" type="checkbox"/>	01		--	--						
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		001	08-05-2025	--			1		12	8	<input checked="" type="checkbox"/>	01		--	--																																						
<table border="1"> <tr> <td>Campus:</td> <td>001</td> <td>Status Cd:</td> <td>1</td> <td>Track:</td> <td>01</td> <td>Residential Facility:</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Entry Date:</td> <td>08-05-2025</td> <td>Exclusion Code:</td> <td></td> <td>Attribution Cd:</td> <td></td> <td>Camp Resid:</td> <td>--</td> </tr> <tr> <td>Exit Date:</td> <td>--</td> <td>Grade Level:</td> <td>12</td> <td>Camp Account:</td> <td></td> <td>Camp Account:</td> <td>--</td> </tr> <tr> <td>Reason:</td> <td></td> <td>+33</td> <td>Eligibility Code:</td> <td>8</td> <td>CTE Elig:</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td>ET Verify:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>														Campus:	001	Status Cd:	1	Track:	01	Residential Facility:	<input type="checkbox"/>	Entry Date:	08-05-2025	Exclusion Code:		Attribution Cd:		Camp Resid:	--	Exit Date:	--	Grade Level:	12	Camp Account:		Camp Account:	--	Reason:		+33	Eligibility Code:	8	CTE Elig:	<input checked="" type="checkbox"/>		ET Verify:							
Campus:	001	Status Cd:	1	Track:	01	Residential Facility:	<input type="checkbox"/>																																														
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Exit Date:	--	Grade Level:	12	Camp Account:		Camp Account:	--																																														
Reason:		+33	Eligibility Code:	8	CTE Elig:	<input checked="" type="checkbox"/>																																															
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- Special Ed

Registration > Maintenance > Student Enrollment > Spec Ed

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS	PK ENROLL	FORMS																																													
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	001				00				00			<input checked="" type="checkbox"/>	0	0	-																																												
<table border="1"> <tr> <td colspan="14">Services</td> </tr> <tr> <td>Asst Tech</td> <td>Aud Svc</td> <td>Couns Svc</td> <td>ECI</td> <td>Interp Svc</td> <td>Medical Diag</td> <td>Occup Thry</td> <td>Orient Trng</td> <td>Phys Thry</td> <td>PPCD</td> <td>PPCD Location</td> <td>Psych Svc</td> <td>Rec Thry</td> <td>Sch Hlth Svc</td> <td>Soc Wrk Svc</td> <td>Transport</td> </tr> <tr> <td></td> </tr> </table>														Services														Asst Tech	Aud Svc	Couns Svc	ECI	Interp Svc	Medical Diag	Occup Thry	Orient Trng	Phys Thry	PPCD	PPCD Location	Psych Svc	Rec Thry	Sch Hlth Svc	Soc Wrk Svc	Transport																
Services																																																											
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NOTE: PPCD Location = ECSEServiceLocation (E1077)

- Gifted/Talented (G/T)

Registration > Maintenance > Student Enrollment > GT

DEM01	DEM02	DEM03	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T
Delete	Campus	Entry Date	Exit Date	Reason	Gift/Talent			
<input type="button" value="Delete"/>	001	<input type="text" value="--"/>	<input type="text" value="--"/>	<input type="text"/>	<input type="button" value="+33"/>	<input checked="" type="checkbox"/>	<input type="button" value="Add"/>	
General Intellectual Ability: <input type="checkbox"/> Creative Productive Thinking: <input type="checkbox"/> Specific Subject Matter Aptitude: <input type="checkbox"/> Leadership Ability: <input type="checkbox"/>								

- Bilingual/ESL

Registration > Maintenance > Student Enrollment > Bilingual/ESL

DEM01	DEM02	DEM03	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I																								
Delete	Details	Campus	Entry Date	Exit Date	Reason	EB Cd	Par Perm Cd	Lang Instru Program Svc	BIL/ESL Fund Cd																									
<input type="button" value="Delete"/>	<input type="button" value="Details"/>	001	<input type="text" value="--"/>	<input type="text" value="--"/>	<input type="text"/>	0				<input type="button" value="Add"/>																								
Yrs US Sch: <input type="text"/> Date HLS Admin: <input type="text"/> Campus: 001 Entry Date: <input type="text"/> Exit Date: <input type="text"/> Reason: <input type="text"/> +33 EB Cd: <input type="text"/> Par Perm Cd: <input type="text"/> Lang Instru Program Svc: <input type="text"/> BIL/ESL Fund Cd: <input type="text"/> OLPT English Test: Type: <input type="text"/> Date: <input type="text"/> Score: <input type="text"/> OLPT Spanish Test: Type: <input type="text"/> Date: <input type="text"/> Score: <input type="text"/>																																		
Home Language <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td>98</td> <td>08-05-2025</td> <td><input type="text" value="--"/></td> </tr> <tr> <td colspan="4"><input type="button" value="Add"/></td> </tr> </table>						Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	98	08-05-2025	<input type="text" value="--"/>	<input type="button" value="Add"/>				Student Language <table border="1"> <tr> <td>Delete</td> <td>Descriptor</td> <td>Begin Date</td> <td>End Date</td> </tr> <tr> <td><input type="button" value="Delete"/></td> <td>98</td> <td>08-05-2025</td> <td><input type="text" value="--"/></td> </tr> <tr> <td colspan="4"><input type="button" value="Add"/></td> </tr> </table>					Delete	Descriptor	Begin Date	End Date	<input type="button" value="Delete"/>	98	08-05-2025	<input type="text" value="--"/>	<input type="button" value="Add"/>			
Delete	Descriptor	Begin Date	End Date																															
<input type="button" value="Delete"/>	98	08-05-2025	<input type="text" value="--"/>																															
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Delete	Descriptor	Begin Date	End Date																															
<input type="button" value="Delete"/>	98	08-05-2025	<input type="text" value="--"/>																															
<input type="button" value="Add"/>																																		

- Title I

Registration > Maintenance > Student Enrollment > Title I

Delete	Details	Campus	Entry Date	Exit Date	Reason	Title I
		001	08-05-2025	--		6

[Add](#)

Campus: 001 Withdraw Reason: +33

Title I Entry Date: 08-05-2025 Title I Code: 6

Title I Exit Date: --

For mass updates to **Title I**, use the [Registration > Utilities > Reset Values](#) utility.

- Pregnancy Related Services (PRS)

Registration > Reports > Create Registration Report

PRS

Campus Entry Date Exit Date Reason PRS CEHI CTE Elig

The following data can be verified by creating a customized report:

- StudentCharacteristics
 - 14 Pregnancy Related Services
- StudentCharacteristic > Period

Registration > Maintenance > Student Enrollment > Pregnancy Related Services (PRS)

DEM01 DEM02 DEM03 GRADUATION AT RISK CONTACT W/R ENROLL SPEC ED G/ PRS

Delete Campus Entry Date Exit Date Reason PRS CEHI CTE Elig

001

+33

Update data elements:

- Click **Retrieve** to select a student.
- Update data.
- Click **Save**.

- Local Programs

Registration > Maintenance > Student Enrollment > Local Programs

DEM01 DEM02 DEM03 GRADUATION AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS

Local Programs for TEA

Delete Campus Entry Date Exit Date Reason Local Program TEA Code Code 1 Code 2 Code 3 Code 4

001

Other Local Programs

Delete Campus Entry Date Exit Date Reason Local Program Code 1 Code 2 Code 3 Code 4

no rows

For mass updates to **Local Programs**, use the [Registration > Utilities > Reset Values](#) utility. Refer to the **Adding a local program** section.

- PK Enrollment

Registration > Maintenance > Student Enrollment > PK Enrollment

Verify and Update Prior Year Leaver Data - Registration

- Prior Year Leaver

Ensure that all data is accurate for Graduates, Leavers and No Shows.

Definitions

- A **graduate** is a student who met graduation requirements by August 31.
- A **leaver** is a student who was enrolled at least one day at a Texas public school in grade level 7-12 during the prior year and did not enroll in a Texas public school the following Fall by the end of the school start window due to a specific reason defined by TEA in the PEIMS Leaver Data - Documentation Requirements for the PEIMS Leaver Data.
- A **No Show** is a student who did not withdraw last year but is not attending this year.

No Show Students

Every student who is withdrawn with Reason code 44 (i.e., No Show) will automatically be set to code 98 (i.e., Dropout) when the fall data is extracted. If this is not correct for the student, you must change the student's status code from 44 to the appropriate code once the correct code is determined.

NOTE:

- The following withdrawal codes are also set to code 98 when the fall data is extracted: 02, 04, 08, 09, 10, 14, 15, 19, 22, 30, 44, 61, 72, 79, and 84.
- The following codes are set to blank and are not extracted: 31, 33, 49, 63, 64, 80, and EP.
- Any user-defined codes that do not get set to blank will be set to code 98.
- If the student met graduation requirements by August 31, change the **Reason**

code from 44 (i.e., No Show) to 01 (i.e., Graduated from a campus in this district or charter) and enter the student's graduation date. It is not necessary to create a leaver record on the Prior Year Leaver Tracking page.

Registration > Reports > Registration Reports > Withdrawal > SRG2200 - Student No Show Report

Date Run: 11/12/2025 2:30 PM		Student No Show Report 001 School Sch Year: 2025						Program ID: SRG2200 Page: 1 of 2			
Cnty-Dist: 001-906 Campus: 001		Student Name	Grade	Track	Student ID	Actv Cd	Orig Entry Date	WD Code	WD Date	PEIMS Code	Campus
AGUILAR, ROSS M.			10	01	007383	2	08/06/2024	80	08/06/2024		001
GUAJARDO, MONICA A.			10	01	001618	2	08/06/2024	80	08/06/2024		001
MARTINEZ, MARIO J.			10	01	006162	2	08/06/2024	80	08/06/2024		001
MONTES, IRMA M.			10	01	007384	2	08/06/2024	80	08/06/2024		001

* Total for Grade 10: 4

The SRG2200 report determines the students for whom you need to update code 44. The **Ending School Year** parameter should be set to the ending year of the current school year.

Registration > Maintenance > Student Enrollment > W/R Enroll

DEM01	DEM02	DEM03	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS	PK ENR																						
<input type="button" value="Delete"/>	<input type="button" value="Details"/>	<input type="button" value="Campus"/>	<input type="button" value="Entry Date"/>	<input type="button" value="Exit Date"/>	<input type="button" value="Reason"/>	<input type="button" value="ET Verify"/>	<input type="button" value="Status"/>	<input type="button" value="Exclusion"/>	<input type="button" value="Grade"/>	<input type="button" value="Elig Cd"/>	<input type="button" value="CTE Elig"/>	<input type="button" value="Track"/>	<input type="button" value="Attrib Cd"/>	<input type="button" value="Camp Res"/>	<input type="button" value="Camp Acc"/>	<input type="button" value="Comments"/>	<input type="button" value="Res Fac"/>																		
<input type="button" value="001"/>	<input type="button" value="08-05-2025"/>	<input type="button" value="--"/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value="1"/>	<input type="button" value=""/>	<input type="button" value="12"/>	<input type="button" value="8"/>	<input checked="" type="checkbox"/>	<input type="button" value="01"/>	<input type="button" value="--"/>	<input type="button" value="--"/>	<input type="button" value="--"/>	<input type="button" value="--"/>	<input checked="" type="checkbox"/>																			
<table border="1"> <tr> <td><input type="button" value="Campus: 001"/></td> <td><input type="button" value="Status Cd: 1"/></td> <td><input type="button" value="Track: 01"/></td> <td><input checkbox"="" type="button" value="Residential Facility: <input type="/></td> </tr> <tr> <td><input type="button" value="Entry Date: 08-05-2025"/></td> <td><input text"="" type="button" value="Exclusion Code: <input type="/></td> <td><input text"="" type="button" value="Attribution Cd: <input type="/></td> <td><input type="button" value="Add"/></td> </tr> <tr> <td><input type="button" value="Exit Date: --"/></td> <td><input type="button" value="Grade Level: 12"/></td> <td><input type="button" value="Camp Resid: --"/></td> <td></td> </tr> <tr> <td><input text"="" type="button" value="Reason: <input type="/></td> <td><input type="button" value="Eligibility Code: 8"/></td> <td><input type="button" value="Camp Account: --"/></td> <td></td> </tr> <tr> <td><input text"="" type="button" value="ET Verify: <input type="/></td> <td><input "="" type="checkbox" value="CTE Elig: <input checked="/></td> <td></td> <td></td> </tr> </table>																<input type="button" value="Campus: 001"/>	<input type="button" value="Status Cd: 1"/>	<input type="button" value="Track: 01"/>	<input checkbox"="" type="button" value="Residential Facility: <input type="/>	<input type="button" value="Entry Date: 08-05-2025"/>	<input text"="" type="button" value="Exclusion Code: <input type="/>	<input text"="" type="button" value="Attribution Cd: <input type="/>	<input type="button" value="Add"/>	<input type="button" value="Exit Date: --"/>	<input type="button" value="Grade Level: 12"/>	<input type="button" value="Camp Resid: --"/>		<input text"="" type="button" value="Reason: <input type="/>	<input type="button" value="Eligibility Code: 8"/>	<input type="button" value="Camp Account: --"/>		<input text"="" type="button" value="ET Verify: <input type="/>	<input "="" type="checkbox" value="CTE Elig: <input checked="/>		
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<input type="button" value="Exit Date: --"/>	<input type="button" value="Grade Level: 12"/>	<input type="button" value="Camp Resid: --"/>																																	
<input text"="" type="button" value="Reason: <input type="/>	<input type="button" value="Eligibility Code: 8"/>	<input type="button" value="Camp Account: --"/>																																	
<input text"="" type="button" value="ET Verify: <input type="/>	<input "="" type="checkbox" value="CTE Elig: <input checked="/>																																		

Leaver Tracking

See [Registration > Utilities > Create Leaver Tracking Records](#) for more information.

Registration > Reports > Registration Reports > Withdrawal > SRG1700 - Leaver Tracking Report

Leaver Tracking Report TEXAS ISD 2024 Leavers and 2025 No-Shows for 2025 PEIMS Submission											Program ID: SRG1700 Page: 1 of 4								
Student ID	Student Name	Grd Lvl	Lvr Yr	No Show	Wd Cd	PEIMS Cd	Grad Dt	Grad Type	Dist Crs	E M	Pub Srv	and Ind	Multi Disc and Arts Stdy	Hum IGC	Mil Enlist	SSN	--- SSW Enrollment ---		
																	PEIMS	Campus	Entry
		09	2025	1	80				0	0	0	0	0	0	0	0	XXX-XX-XXXX	0	
		09	2025	1	80				0	0	0	0	0	0	0	0	XXX-XX-XXXX	0	
		12	2024	0	01	01	05/24/2024	34	2	0	0	0	0	2	00	0	XXX-XX-XXXX	0	
		12	2024	0	01	01	05/24/2024	34	2	0	0	0	2	0	00	0	XXX-XX-XXXX	0	
		12	2024	0	01	01	05/24/2024	34	2	0	0	2	2	0	00	0	XXX-XX-XXXX	0	
		12	2024	0	01	01	05/24/2024	55	0	0	0	2	0	0	00	0	XXX-XX-XXXX	0	
		10	2024	0	60	60			0	0	0	0	1	0	00	0	XXX-XX-XXXX	0	
		12	2024	0	01	01	05/24/2024	34	2	0	0	0	0	2	00	0	XXX-XX-XXXX	0	
		12	2024	0	01	01	05/24/2024	34	2	0	0	0	2	0	00	0	XXX-XX-XXXX	0	

Review the graduation type and graduation date for all students. Note that graduation type code is specific by year.

Refer to TWEDS for additional information.

Registration > Maintenance > Student Enrollment in the (Previous School Year)

Previous School Year

Save	Student Information	School Year: 2024-2025																	
STUDENT: <input type="text"/>	TEXAS UNIQUE STU ID: <input type="text"/>	Retrieve																	
Comments		Directory																	
DEM01	DEM02	DEM03	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	W/R ENROLL	FORMS							
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Graduation</p> <p>Graduation Type: <input type="text" value="34"/> Graduation Date: <input type="text"/></p> <p>AAR Grad Plan: <input type="text" value="FHS Program"/> Texas Grant Eligibility: <input type="text"/></p> <p>Cert of CrsWk Date Completed: <input type="text"/> College Entry: <input type="checkbox"/></p> <p>CPR-AED Date Completed: <input type="text"/> Speech Date Completed: <input type="text"/></p> <p>Peace Officer Interact Date Completed: <input type="text" value="07-26-2023"/> IGC Reviewed: <input type="checkbox"/></p> <p>Texas First Early HS Completion Pgm: <input type="text"/> IGC Graduate: <input type="checkbox"/></p> </div> <div style="width: 45%;"> <p>Financial Aid Application</p> <p>Status: <input type="text"/> Met Dates: <input type="text"/></p> <p>IGC Reviewed: <input type="checkbox"/> IGC Graduate: <input type="checkbox"/></p> </div> </div>																			
<p>Foundation High School Program</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>College Career Instruction: <input type="checkbox"/></td> </tr> <tr> <td>Foundation CrsWk: <input type="text" value="1"/> Distinguished CrsWk: <input type="text" value="0"/></td> </tr> <tr> <td>STEM: <input type="text" value="0"/> Date Completed: <input type="text"/></td> </tr> <tr> <td>Public Services: <input type="text" value="0"/> Date Completed: <input type="text"/></td> </tr> <tr> <td>Business and Industry: <input type="text" value="0"/> Date Completed: <input type="text"/></td> </tr> <tr> <td>Multi Disciplinary Studies: <input type="text" value="1"/> Date Completed: <input type="text"/></td> </tr> <tr> <td>Arts and Humanities: <input type="text" value="0"/> Date Completed: <input type="text"/></td> </tr> </table>												College Career Instruction: <input type="checkbox"/>	Foundation CrsWk: <input type="text" value="1"/> Distinguished CrsWk: <input type="text" value="0"/>	STEM: <input type="text" value="0"/> Date Completed: <input type="text"/>	Public Services: <input type="text" value="0"/> Date Completed: <input type="text"/>	Business and Industry: <input type="text" value="0"/> Date Completed: <input type="text"/>	Multi Disciplinary Studies: <input type="text" value="1"/> Date Completed: <input type="text"/>	Arts and Humanities: <input type="text" value="0"/> Date Completed: <input type="text"/>	
College Career Instruction: <input type="checkbox"/>																			
Foundation CrsWk: <input type="text" value="1"/> Distinguished CrsWk: <input type="text" value="0"/>																			
STEM: <input type="text" value="0"/> Date Completed: <input type="text"/>																			
Public Services: <input type="text" value="0"/> Date Completed: <input type="text"/>																			
Business and Industry: <input type="text" value="0"/> Date Completed: <input type="text"/>																			
Multi Disciplinary Studies: <input type="text" value="1"/> Date Completed: <input type="text"/>																			
Arts and Humanities: <input type="text" value="0"/> Date Completed: <input type="text"/>																			
<p>Industry Based Certification</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Delete</td> <td>Certification</td> <td>Date Taken</td> <td>Result</td> <td>Exam Fee</td> <td>Vendor Nbr</td> <td>Reimburse</td> <td>Enrolled</td> </tr> </table>												Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Reimburse	Enrolled
Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Reimburse	Enrolled												

Graduation Plan > Maintenance > Student > Individual Maintenance > PGP in the (Previous School Year)

Save
School Year: 2024-2025

STUDENT: 006517 - ALANIZ, ROMAN KAY

TEXAS UNIQUE STUDENT ID: 5982448831

Grade Level: 12 5th Grd Entry Dt: 08-16-2023

Cohort: 2025

Move to Request Print Credit Detail Change Plan PGP

Graduation Plan: 34 - ROUNDABOUT HIGH SCHOOL PROGRAM

PEIMS Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Previous School Year

CPR-AED Date Completed: 05-08-2025
Speech Data Completed: 05-15-2025
Peace Officer Interact Data Completed: 05-05-2024

Foundation	Endorsements	Distinguished	STAAR EOC Assessments	College Readiness	Diagnostic Info
4 English (English 1-3 & Adv) 3 Math (Alg1, Geo, & Adv) 3 Science (Bio, IPC or Adv 1 & Adv) 2 Language Other Than English 1 Fine Arts 1 Physical Education 5 Electives (22 Credits)	(22 Credits) 1 Math (Adv) 1 Science (Adv) 2 Electives (26 Credits)	(26 Credits) with 4 Science 1 Algebra 2 1 Science (Adv) 2 Electives (26 Credits)	English 1 English 2 Algebra 1 Biology 1 US History Cum GPA: 2.06562 Cum Rank: 64	ACT: Composite PSAT PLAN: Composite PSAT Old: Combined PSAT New: Combined PSAT Section Scores SAT: Combined SAT Section Scores TSIA Scores TSIA2: Math/Reading College Readiness TSI Required	Dyslexia: No LEP: No Migrant: No GT: No Spec Ed: Yes Retained: 10

College Career Instruction

1 - Pursuing

2 - Completed

Accelerated Learning Plan

▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼

Monitor Plan

▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼

Parent's Educational Expectation

▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼
▼	▼

Endorsements

The Student must have 26 credits for an endorsement or distinguished level of achievement.

STEM	Date Completed
0 - Not Participating	▼ - -
0 - Not Participating	▼ - -
0 - Not Participating	▼ - -
0 - Not Participating	▼ - -
0 - Not Participating	▼ - -
0 - Not Participating	▼ - -
0 - Not Participating	▼ - -

Financial Aid Application

Status: 02 - Exception Submitted/Opt-Out

Met Date: 05-2025

IGP Acknowledgment

The importance of a High School Graduation Plan is to indicate that endorsements, the distinguished level of achievement, and the importance of postsecondary education, automatic college admission, and eligibility for financial aid have been explained to me.

Date
Student Signature
Parent Signature
Counselor Signature

05-22-2025

Industry Based Certification

Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Reimburse	Enrolled
<input type="button" value="Delete"/>	36 . (990) N EQUINE MANAGEMENT AND EVALUATION CE	▼ - -	02 - IBC Examination Passed	0.00	1000	<input type="checkbox"/>	<input type="checkbox"/>

Graduation Plan > Maintenance > Student > Individual Maintenance > Performance Acknowledgment in the (Previous School Year)

Save
School Year: 2024-2025

GRADE LEVEL COURSE DETAIL
CREDIT SUMMARY
CREDIT DETAIL
PGP
PERFORMANCE ACKNOWLEDGMENT

College Board AP/IB Examinations

Delete	Admin	Month	Code
--------	-------	-------	------

Natl/Intl Business or Industry Certification

Origin	Certification	Date
--------	---------------	------

Outstanding Performance Assessment

N/A

Bilingual/Biliteracy:

Dual Credit:

0 - Student not acknowledged for Dual Credit

Associate Degree:

2 - Associate of Arts (AA)

+
Add

Verify and Update IEP Continuer Data - Special Education

- Program Information

Special Education > Maintenance > Student Sp Ed Data > Current Year > Program Information

The following data elements can be verified and updated:

- StudentCharacteristics
 - 09 IEP Continuer
- StudentCharacteristic > Period

Update data elements:

- Update data.
- Click **Save**.

Verify and Update Grade Reporting Data - Grade Reporting

- Grade Reporting

Grade Reporting > Reports > Grade Reporting Reports

The following data can be verified by generating the [SGR0110 - Master Schedule PEIMS Information](#) report:

- SectionSet

Master Schedule PEIMS Information										Program ID: SGR0110												
001 School										Page: 1 of 116												
Sch Year: 2026										Bold indicates district data												
Date Run: 10/14/2025 2:43 PM										Gray Indicates invalid Svc ID												
Cnty-Dist: 001-906										# Inactive Instructor												
Campus: 001																						
Sec	Inst	Inst Name	Class Role	Days Met	Per Beg	Beg Time	End Time	Entry Date	Withdraw Date	Svc ID	Class Pop	Role C	High PK	PK Qual	Stu Sch	Child-Care Nbrs	Home Room	On Ramps	Adv Crd	Adv Crd		
04		Course Number excluded	00SH 01	Title	MTWThF	04	05	STUDY HALL		83800ST	01	01	087				0	0	0	N	0	0
05	RODRIGUEZ	01	MTWThF	05	05			8/05/2025		83800ST	01	01	087				0	0	0	N	0	0
		Course Number	0600	Title				SEE COUNSELOR		85000CO										0	0	
		Course Number	0601	Title				LEADERSHIP		83800LD										0	0	
		Course Number	0602	Title				ESL INT		83800ES										0	0	
		Course Number	0603	Title				ACTIV OF L		SE00000										0	0	

Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section

COURSE SELECTION		COURSE		SECTION		INSTRUCTOR		COPY COURSE SECTION																																					
1020 : ENGLISH 2				Course Number				Retrieve																																					
Details	Course	Title	Sec	Max Seats	Stu Enroll Sem 1	Stu W/D Sem 1	Stu Enroll Sem 2	Stu W/D Sem 2	Multi Svc Ind	Incl UIL Elig	Lock	Dst Lmg	Non Campus Based																																
<input type="checkbox"/>	1020	ENGLISH 2	01	022	13	5	15	3	<input type="checkbox"/>	N	<input type="checkbox"/>		00																																
<input type="checkbox"/>	1020	ENGLISH 2	03	022	23	3	24	3	<input type="checkbox"/>	N	<input type="checkbox"/>		00																																
<input type="checkbox"/>	1020	ENGLISH 2	05	022	16	4	17	3	<input type="checkbox"/>	N	<input type="checkbox"/>		00																																
<input type="checkbox"/>	1020	ENGLISH 2	06	022	15	5	12	4	<input type="checkbox"/>	N	<input type="checkbox"/>		00																																
+ Add																																													
=> Crs Nbr: 1020		ENGLISH 2		Svc ID: 03220200		Multi Svc Ind: <input type="checkbox"/>		Lock: <input type="checkbox"/>		Include UIL Elig: <input type="checkbox"/>																																			
Section: 01		Max Seats: 022		Enrolled Students Sem 1: 13		Sem 2: 15		Non Campus Based: 00		Dst Lmg: <input type="checkbox"/>																																			
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Update data elements:

Update data.

Click **Save**.

Verify and Update Teaching and Learning > StaffSectionAssociation

- Teaching and Learning

Grade Reporting > Maintenance > Tables > TSDS Crosswalks

Those who use crosswalks will verify data using Crosswalk Types:

- 042 Responsibilities - From Campus/Period to Minutes
- 043 Responsibilities - From Campus/Service ID to Minutes

Crosswalk Type: 042 Responsibilities - From Campus/Period to Minutes		Retrieve	Print
<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>
<input type="button" value="Delete"/> <input type="text"/> <input type="text"/> <input type="button" value="Add"/>			

Crosswalk Type: 043 Responsibilities - From Campus/Service ID to Minutes		Retrieve	Print
<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>
<input type="button" value="Delete"/> <input type="text"/> <input type="text"/> <input type="button" value="Add"/>			

All users will verify data using Crosswalk Type:

- 044 PE Responsibilities - Campus/Crs/Sec

Crosswalk Type: 044 PE Responsibilities - Campus/Crs/Sec		Refresh	Delete	Print				
From	Day Week 1	Mins Week 1	Day Week 2	Mins Week 2	Day Week 3	Mins Week 3	Day Week 4	Mins Week 4
001501201	5	0	5	0	5	0	5	0
041075101	5	0	5	0	5	0	5	0
041075301	5	0	5	0	5	0	5	0
041075401	5	0	5	0	5	0	5	0

Registration > Reports > Registration Report

Those who **DO NOT** use Crosswalks 042 and 043 will verify *StaffSectionAssociation* data by generating the [SGR0110 - Master Schedule PEIMS Information](#) report. To update data go to *Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section*.

Master Schedule PEIMS Information										Program ID:	SGR0110															
001 School										Page:	1 of 116															
Sch Year: 2026										Bold Indicates district data																
Gray Indicates invalid Svc ID # Inactive Instructor																										
Sec	Inst	Inst Name	Class Role Svc	Days Met	Per Beg End Time	End Time	Entry Date	Withdraw Date	High Svc ID	Class Pop	Role Co	PK Qual	Stu Sch	PK InstrType	Child Care Nbrs	Home Room Ind	On Ramps	Dual Tech Crd	Adv Crd	Tech Hrs	CTE Hrs	CTE Tier	Teacher Cert	College Sem1	Credit Hours Sem2	
04	Course Number excluded	00SH 01	Title MTWThF 04 04	STUDY HALL			05/05/2025		83800ST	01	01	087					0	0	0	N	0	0				
05	RODRIGUEZ	01	Title MTWThF 05 05				05/05/2025		83800ST	01	01	087					0	0	0	N	0	0				
	Course Number	0600	Title	SEE COUNSELOR					85000CO													0	0			
	Course Number	0601	Title	LEADERSHIP					83800LD													0	0			
	Course Number	0602	Title	ESL INT					83800ES													0	0			
	Course Number	0603	Title	ACTIV OF CL					SE00000													0	0			

COURSE SELECTION	COURSE	SECTION	INSTRUCTOR	COPY COURSE SECTION																																																																						
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Update data elements:

Update data.

- Click **Save**.

TSDS Level 1 Errors

- [Level 1 Errors](#)

This page is used to view and print a listing of Level 1 Errors that occurred in various domains/entities when the API interface files begin processing into the TEA database. ASCENDER does not control the content of these errors.

NOTE: All TSDS Level 1 Error reports are displayed and printed in landscape orientation by default.

District Administration > Inquiry > TSDS Level 1 Errors

Review/Correct TSDS Level 1 Errors

- Review Level 1 Errors regularly and correct data as needed. If not addressed, these errors will prevent data from flowing to the **Operational Data Store** (ODS).

School Year: **2026**

TSDS Level 1 Errors For

<input type="checkbox"/> Domain	Entity	Number of Errors
<input type="checkbox"/> Education Organization	School	1
<input type="checkbox"/> Staff	Staff Education Organization Employment Association	2
<input type="checkbox"/> Student Identification and Demographics	Parent	1
Student Identification and Demographics	Student Parent Association	1
<input type="checkbox"/> Teaching and Learning	Course Offering	6
Teaching and Learning	Student Section Association	134
<input type="checkbox"/> Finance	Prior Year Actuals Extension	2
Finance	Budget Extension	10
<input type="checkbox"/> Finance	Shared Service Arrangement Extension	1
Student Academic Record	Student Academic Record	1
<input type="checkbox"/> Student Attendance	Bilingual ESL Program Reporting Period Attendances	168
Student Attendance	Flexible Bilingual ESL Program Reporting Period Attendance	4
<input type="checkbox"/> Prior Year Leaver	Prior Year Leaver	64
Prior Year Leaver	Prior Year Leaver Student Parent Association	108

/

You can print various reports using the following options:

- Select the checkbox next to the domains (rows) to be included in the report and click **Print**. This prints errors associated with the selected Domain > Entity.
- Click **Extract Errors Reprint** to display the processes that completed successfully in the last extract, as well as a list of errors that need to be corrected. This should be the focus for most error resolution.
- Click **Extract Prior Year Reprint** to display data that was extracted for Mid-Year PEIMS.
- Click **Extract Budget Reprint** to display Budget data most recently extracted for Fall PEIMS.
- The **Extract Payroll Reprint** button displays Payroll data most recently extracted for Fall PEIMS.

NOTE: If included in the report, the Action Type column displays the expected action of the record that was sent to the Operational Data Store (ODS):

- I - Insert
- U - Update
- D - Delete

Data Quality Tips

- [XXX](#)
info TBD.

ASCENDER Reports to Verify Fall PEIMS TSDS Data

- [Verification Reports](#)

This list of reports is used to cross-check and verify ASCENDER data against TSDS reports.

TSDS Report	ASCENDER Report	Data Checked
PDM1-120-005	SGR0200	Enrollment/Membership Data (this cannot be run for a specific date-will run as of the day you run the report)
	SAT0671	Check from SnapShot Day reports to verify Enrollment/Membership Data for SnapShot Day counts
	SAT2400	Ethnicity Counts
	SRG1700	Graduates and Dropouts
	SRG1500	At Risk
	SRG0600	Military Connected, Foster Care, Eco Dis, Imm, Migrant (Filter by what you want to look at)
	SRG1200	SPED, GT, Bil/ESL, Title 1
	SEM0850	PPCD (should be changed to ECSE)
	SRG1800	Transfer Students
PDM1-120-009	SEE ABOVE	All of Page 1 & 2 totals can use the reports above to ensure the totals are correct
	SRG0600	Homeless
	SRG0650	PK Funding Source
PDM1-120-012	SRG0600	Eco Dis, Migrant, Imm, Homeless
	SRG1200	Title 1, Bil/ESL, SPED, GT,
	SRG1900	Intervention, 504, Adult Prev Atten, Par Req Reten, DYS
PDM1-124-004	SRG1700	Graduates and Leavers
PDM1-124-007	SRG1700	Graduation Type and other Grad coding
PDM1-124-008	SRG1700	Leaver Data
PDM1-121-009	SEM0800/SEM0850	SPED Data

Fall PEIMS Data Components

IMPORTANT: Use the [ASCENDER TSDS New School Year Best Practice Guide](#) to assist you in

making selections of the domains and entities to send to TSDS.

For a complete list of submission rules and edits, access the TSDS Web-Enabled Data Standards (**TWEDS**) website. In the top-right corner, select the appropriate **School Year** (20XX), **Collection** (XXXX), and **Submission** (XXX) and click **Open**.



Once on the TWEDS website, in the Overview tab, you can review **Collections**, **Timelines (DUE DATES)**, and **Data Submission Responsibilities**. It is **highly important** to ensure that you review all of these details as they may change according to the **School Year**.

Additionally, you can use the other tabs on the TWEDS website to review **Data Components**, **Descriptor Tables**, **References**, **Rules**, **Change Logs**, and **Early Notices**.

<color #ed1c24>THE ELEMENTS BELOW WILL BE UPDATED!!</color>

The following data elements are pulled from the Education Organization and Student Application domains:

- ApplicationDate (E3004)
- ApplicationType (E3005)
- BirthDate (E0006)
- CharterAdmissionWaitlist (E1676)
- CharterEducationalEnrollmentCapacity (E1675)
- EntryGradeLevel (E1517)
- FirstName (E0703)
- GenerationCode (E0706)
- GradeLevel (E0017)
- LastSurname (E0705)
- LocalEducationAgencyCategory (E3036)
- LocalEducationAgencyId (E0212)
- LocalStudentId (E0923)
- MiddleName (E0704)
- NameOfInstitution (E3037)
- NumberCharterStudentsEnrolled (E1674)
- SchoolId (E0266)
- SchoolYear (E1093)
- Sex (E0004)
- StudentId (E0001)
- StudentUId (E3079)