



PEIMS Extended Year Submission

Table of Contents

PEIMS Extended Year Submission	1
---	----------

PEIMS Extended Year Submission

The ASCENDER District Administration application provides program data for each collection from the ASCENDER Business and 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 extended submission (Submission 4) includes program data for instructional activities between school years for special education, extended year services (ESY), student data, student flexible attendance for credit recovery, and dual-credit course completion.


The Extended Year submission is due August 28, 2025.





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.


[TIP: How to review, save or print a report.](#)

Review the report using the following buttons:

Click  to go to the first page of the report.


Click  to go back one page.


Click  to go forward one page.


Click  to go to the last page of the report.



The report can be viewed and saved in various file formats.

Click  to save and print the report in PDF format.

Click  to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.

Click  to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

Prerequisites

[Prerequisites:](#)

- Verify that all roles and users are correct in ASCENDER Security Administration.
- You can begin working on TSDS extended data at any time.

Terminology:

- ☐ **Domain:** Displays the Ed-Fi domain name where the error(s) occurred (e.g. Education Organization).
- ☐ **Entity:** Displays the entity within the Ed-Fi domain where the error(s) occurred (e.g. LocalEducationAgency).
- ☐ **Data Element:** A specific unit of data that must be reported to the TEA.

Checklist Overview

Checklist Overview:

- ☐ Verify data in ASCENDER (Attendance, Grade Reporting, Personnel, Registration, and Special Ed).

Verify ASCENDER Data

Verify data for each element in the ASCENDER Student application.

Calculated Elements

Hard-coded and calculated elements

The following elements are either hard-coded in or calculated by the software. Hard coded values are built into the program, are the same each time, and cannot be changed by the user. Calculated values are determined by the program and can be changed if source data is updated or changed.

Element	Data Element
E0266	SchoolId
E1093	SchoolYear
E3075	CourseIdentificationSystem
E0001	StudentId
E0212	LocalEducationAgencyId
E1523	StudentUniqueId
E0923	LocalStudentId
E3008	AttendanceEventCategory
E1337	ProgramType

Attendance

- [ADSY Options](#)

Attendance > Maintenance > Addtnl Days Program > ADSY Options

This page allows you to set create a track that will be used at the campus for the Additional Days Program.

NOTE: Tracks cannot be duplicated.

Save

Track: 03 Description: ADDITIONAL DAYS SCHOOL PROGRAM Cancel

Instructional Minutes: 120

	Calendar Date	Instructional Minutes
1		120
2		120
3		120
4		120
5		120
6		120
7		120
8		120
9		120
10		120
11		120
12		120
13		120
14		120

Total Days: 14Total Minutes: 1680

Add a new track:

☐ Click **Add**.

The screenshot shows a form with a 'Save' button at the top left. Below it, there are three fields: 'Track' with a dropdown arrow, 'Description' with a text input box, and 'Instructional Minutes' with a numeric input box showing '0'. To the right of these fields are three buttons: 'Retrieve', 'Add' (which is highlighted with a red circle), and 'Delete'.

- ☐ Type the new 2-digit track number in the **Track** field. This number cannot be a regular attendance track.
- ☐ Enter a program description for the track in the **Description** field.
- ☐ Enter a number of minutes in the **Instructional Minutes** field.

The screenshot shows the same form as above, but with the 'Add' button removed and a 'Cancel' button added to the right of the 'Description' field. The 'Track' field now has a text input box instead of a dropdown. The 'Instructional Minutes' field still shows '0'.

- ☐ Click **Save** or click **Cancel** to return.

Track	(Required) Select the attendance track.
Description	Type a description of the track, up to 50 characters. This description will appear in the Track field drop-down list on most Attendance > Maintenance > Addtnl Days Program pages.
Instructional Minutes	(Required) The minimum number of minutes that can be entered is 120. When the Instructional Minutes are entered in this field and saved, the daily Instructional Minutes in the table will populate and be editable.

- ☐ Enter the dates of the program in the **Calendar Date** fields up to 30 days.
 - ADSY days can be on any day throughout the year as long as the day remains non-compulsory and does not take place on a required instructional day.
 - ADSY days can be held during the summer prior to or before a school year (May - August), on designated intersessional days throughout the year, or on weekends.
 - Dates may not be duplicated.

Save

Track: 03 Description: ADDITIONAL DAYS SCHOOL PROGRAM Cancel

Instructional Minutes: 120

	Calendar Date	Instructional Minutes
1		120
2		120
3		120
4		120
5		120
6		120
7		120
8		120
9		120
10		120
11		120
12		120
13	--	
14	--	

Total Days: 12 Total Minutes: 1440

- **Total Days** populates as dates are entered and will auto-sort at **Save**.
- **Total Minutes** will auto-populate at **Save**.

Delete a track:

- ☐ Click **Delete** to delete a track from ADSY reporting.

Save Student Information

Track: 03 Description: ADDITIONAL DAYS SCHOOL PROGRAM Retrieve Add Delete

Instructional Minutes: 120

	Calendar Date
1	12-01-20
2	12-02-20
3	12-03-20
4	--
5	--

Delete ADSY Options Warning

You are about to delete the track from ADSY reporting for both Options and Calendar. Do you wish to continue?

Yes No

- [ADSY Attendance](#)

Attendance > Reports > Attendance Reports > Students > SAT3000 ADSY Student Attendance Report

Date Run:	7/13/2021 10:52 AM	Additional Days School Year (ADSY) Student Attendance Report					Program ID:		SAT3000		
Cnty-Dist:	031-776	101 School					Page:		12 of 18		
Campus:	101	ADSY Track: 07					For 12/01/2020 - 01/29/2021				
							Sch Year: 2021				
Date:		01/18/21		Grade Level:		03					
Stu ID	Name	Grd Lvl	Date	Posting Code	ADA Code	ADA Abs	Posted By	User Name	Date/Time	Method	
505802	AGUILLO, AARON M	03	01/18/21	P PRESENT	P						
506238	DAVID, GABRIELLE L	03	01/18/21	P PRESENT	P						
Total Absent:		0									
Total Present:		2									

SAT3000 will review and verify a student's Additional Days School Year attendance.

Attendance > Reports > Attendance Reports > Audit > SAT3001 ADSY Campus/District Summary

Date Run: 8/11/2021 8:25 AM

Cnty-Dist: 031-776

Campus: 001

ADSY District Summary Report For 02/01/2021 - 05/17/2021

For School Year 2020 - 2021

TEXAS ISD

ADSY Track: All

Program ID: SAT3001

Reporting Period: 9

	PK	KG	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
B Tot Days Membership	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
C Tot Days Absent	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
D Total Eligible Days	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
E1 BE-Elig Days Bilingual/ESL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
E2 D1-Elig Days Bil Dual Lang	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
E3 D2(EL)-Elig Days Bil Dual Lang	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
E4 D2(EP)-Elig Days Bil Dual Lang	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
F Eligible Days Preg Rel Serv	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
G Eligible Days SpecEd Mainstream	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
H1 BE-Bil/ESL Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
H2 D1-Dual Lang Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
H3 D2(EL)-Bil Dual Lang Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
H4 D2(EP)-Bil Dual Lang Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
I Spec. Ed. Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
J Preg Related Services FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
K Special Education FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
L Regular Program Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
M Total Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
N Percent Attendance	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

SAT3001 will verify the in-person, remote synchronous and asynchronous data to provide student totals.

Grade Reporting

- [Grade Reporting Reports](#)

Grade Reporting Reports > Master Schedules > SGR0050 - District Master List

(Grd Rptng)

Date Run: 2/23/2021 9:02 AM

Cnty-Dist: 031-776

District Master List (Grade Reporting)

TEXAS ISD

Sch Year: 2021

Course Number	Title	Abbrev Name	Sif Pod	Nbr Sem	Exam Sem	Prd Cntl	Core Crs	ELA Wgt	Auto Grade	Credit Seq	Crd Grd	Grd Crs	Gender	HR Cd	HR Tbl	HR Wgt	GA Tbl	GA Wgt	Service ID	Service ID Description	Dept
1111	PAP ENG 1	ENG 1	N	2	1	2				H Y	1.0	4	Y		H	1	H	1	03220100	ENG 1	
1112	PAP ENG 2	ENG 2	N	2	1	2				H Y	1.0	4	Y		H	1	H	1	03220200	ENG 2	
1113	PAP ENG 3	ENG 3	N	2	1	2				H Y	1.0	4	Y		H	1	H	1	03220300	ENG 3	
1114	PAP ENG 4	ENG 4	N	2	1	2				H Y	1.0	4	Y		H	1	H	1	03220400	ENG 4	
1121	ENGLISH 1	ENG 1	N	2	1	2				H Y	1.0	4	Y		R	1	R	1	03220100	ENG 1	
1122	ENGLISH 2	ENG 2	N	2	1	2				H Y	1.0	4	Y		R	1	R	1	03220200	ENG 2	
1123	ENGLISH 3	ENG 3	N	2	1	2				H Y	1.0	4	Y		R	1	R	1	03220300	ENG 3	
1124	ENGLISH 4	ENG 4	N	2	1	2				H Y	1.0	4	Y		R	1	R	1	03220400	ENG 4	
1125	ENGLISH 3	ENG 3	N	2	1	2				H Y	1.0	4	Y		R	1	R	1	03220300	ENG 3	
1126	ENGL 1301	DC ENG 3	N	1	1	1				H N	0.5	4	Y		A	1	A	1	03220300	ENG 3	
1127	ENGL 1302	DC ENG 3	N	1	1	1				H N	0.5	4	Y		A	1	A	1	03220300	ENG 3	
1128	ENGL 2322	DC ENG 4	N	1	1	1				H N	0.5	4	Y		A	1	A	1	03220400	ENG 4	
1129	ENGL 2323	DC ENG 4	N	1	1	1				H N	0.5	4	Y		A	1	A	1	03220400	ENG 4	
1131	English 4	ENG 4	N	2	1	0				H Y	1.0	4	Y		R	1	R	1	03220400	ENG 4	
1135	JOURNALISM	JRNLSM	N	2	1	2				H Y	1.0	4	Y		R	0	R	0	03230100	JRNLSM	

SGR0050 lists every course in the district master schedule for the school year. Verify applicable data for each dual-credit course offered in the summer.

Grade Reporting Reports > Master Schedules > SGR0100 - Master Schedule (Grd Rptng)

Date Run: 2/23/2021 10:47 AM		Master Schedule (Grd Rptng)																												
Cnty-Dist: 031-776		001 School																												
Campus: 001		Sch Year: 2021																												
Course Number		Title		Sif	Nbr	Per	Credit	Exam	Prd		Core	LA	Auto	Credit	Incl	Allo	Rpt		HR	HR	HR	GA	GA	Service						
0100		SEE COUNSELOR		N	2	2	4	1						H	Y	Y	0.0	N		N		R	0	R	0	8EXCLUD				
Sec	Inst	Inst Name	Class	Non	Sem	Period		Days	Wks		Max	Crs	Restrictions			Lookout	Team	Instr	Class	Pop	Role	AAR	Multi	Dual	Dist	Spc	1		2	
			Role	Cam	Cd	Begin	End	Met	Month	Room	Seats	Seq	Grd	+	Sex	Cd	Cd	Set	Type	Srv	ID	Use	Svc	Crd	Lrn	Cns	Act	WD	Act	
01			01	00	3	01	01	MTWThF	04	111	040							01	01	087			0	0	00		0	1	0	
02			01	00	3	02	02	MTWThF	04	111	040							01	01	087			0	0	00		0	1	0	
03			01	00	3	03	03	MTWThF	04	111	040							01	01	087			0	0	00		0	0	0	
04			01	00	3	04	04	MTWThF	04	111	040							01	01	087			0	0	00		0	0	0	
06			01	00	3	06	06	MTWThF	04	111	040							01	01	087			0	0	00		0	0	0	
07			01	00	3	07	07	MTWThF	04	111	040							01	01	087			0	0	00		0	0	0	
08			01	00	3	08	08	MTWThF	04	111	040							01	01	087			0	0	00		0	0	0	
Total Seats: 280										Total for Course: 0 2 0																				

SGR0100 lists every course-section in the campus master schedule. Verify all applicable data for each dual-credit course-section offered in the summer.

Grade Reporting > Reports > Create Grade Reporting Report

☐ District Course Offered CYR

<input type="checkbox"/> Title	<input type="checkbox"/> Core Crs	<input type="checkbox"/> Service ID	<input type="checkbox"/> Service ID Descr	<input type="checkbox"/> Textbook ISBN
<input type="checkbox"/> Nbr of Sem	<input type="checkbox"/> ELA Wgt	<input type="checkbox"/> GA Wgt	<input type="checkbox"/> Abbrev Name	<input type="checkbox"/> Dist Crs Seq
<input type="checkbox"/> Graded Crs	<input type="checkbox"/> Auto Grd	<input type="checkbox"/> GA Table	<input type="checkbox"/> Period Ctrl	<input type="checkbox"/> CTE Hrs
<input type="checkbox"/> Credits	<input type="checkbox"/> Dist AAR Use	<input type="checkbox"/> HRoll Cd	<input type="checkbox"/> Required/Elective	<input type="checkbox"/> Instr Sett
<input type="checkbox"/> Self Paced	<input type="checkbox"/> Dist Spec Cons	<input type="checkbox"/> HRoll Wgt	<input type="checkbox"/> Dist Gender Restr	<input type="checkbox"/> Dist Pop Srvd
<input type="checkbox"/> Allow Part Crdt	<input type="checkbox"/> Incl UIL Elig Crs	<input type="checkbox"/> HRoll Table	<input type="checkbox"/> Department	<input type="checkbox"/> Role ID
<input type="checkbox"/> Credit Lvl	<input type="checkbox"/> Credit Seq	<input type="checkbox"/> Exam Sem Pattern	<input type="checkbox"/> Dist Class Type	<input type="checkbox"/> Exclude from TeacherPortal
<input type="checkbox"/> OnRamps	<input type="checkbox"/> Crs Nbr	<input type="checkbox"/> Grad Plan	<input type="checkbox"/> CPR	<input type="checkbox"/> Speech

☐ Campus Course Offered CYR

☐ Course Section CYR

<input checked="" type="checkbox"/> Cr Section Nbr	<input type="checkbox"/> Cr Special Consid	<input checked="" type="checkbox"/> Dual Credit	<input type="checkbox"/> Incl UIL Elig Sec	<input type="checkbox"/> Adv Tech Crd
<input type="checkbox"/> Cr AAR Use	<input type="checkbox"/> Grade Rstrctn	<input type="checkbox"/> Wks/Mnth	<input type="checkbox"/> Cr Instruct Sett	<input type="checkbox"/> College Cr Hrs-Sem 1
<input type="checkbox"/> Max Seats	<input type="checkbox"/> Add Grd Rstrctn	<input type="checkbox"/> Elem Skills Based	<input type="checkbox"/> Distance Lrng	<input type="checkbox"/> College Cr Hrs-Sem 2
<input type="checkbox"/> Type Rstrctn	<input type="checkbox"/> Cr Gender Rstrctn	<input type="checkbox"/> Locked	<input type="checkbox"/> Cr Pop Srvd	<input type="checkbox"/> College Cr Hrs-Sem 3
<input checked="" type="checkbox"/> Crs Seq	<input type="checkbox"/> Multi Svc Ind	<input type="checkbox"/> Team Code	<input type="checkbox"/> Cr Class Type	<input type="checkbox"/> College Cr Hrs-Sem 4
<input type="checkbox"/> PK Curricula	<input type="checkbox"/> High Qual PK Prog	<input type="checkbox"/> Stu Instr	<input type="checkbox"/> PK Sch Type	<input type="checkbox"/> OnRamps
<input type="checkbox"/> Home Room Ind	<input type="checkbox"/> PK Prog Eval Type	<input type="checkbox"/> Grad Plan Use		

Data can be verified by creating a customized report. Select the fields for the various elements, and click **Create Report**.

- [Grade Reporting > Maintenance > Master Schedule > District Schedule](#)

Save Student Information

AVAILABLE COURSES

0012 Course Number Retrieve Stds-Based Crs Setup

Del	Details	Course Number	Title	Abbrev Name	Service ID	Service ID Description	Graded Crs	Nbr of Sem	Textbook ISBN	Exclude from txGradeBook	Slf Pod
		0012	READING	READING	02010000	GRADE 1	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>

Rows: 1 ⏪ ⏩ Add

Course Details:

Crs Nbr: 0012 READING Abbrev Name: READING Service ID: 02010000 GRADE 1 Graded Crs: ☒

Nbr Sem: 2 Textbook ISBN: Exclude from txGradeBook: Incl Both(Att Grds) Self Paced: ☐

Grade Reporting

Per Ctrl: 2

Department:

Gender Restr: ▼

Required: ☒

Elective: ☐

Course Codes and Credits

Tot Credits: 0.0

Part Credit: ☒

AAR: ▼

Grad Plan: ▼

Spec Cons: ▼

OnRamps: ☐

Credit Seq: 4 ▼

Credit Lvl: E ▼

CPR: ☐

Speech: ☐

Elem/Misc

Core Crs: ▼

ELA Wgt: ▼

Auto Grd: ▼

Incl UIL Elig: ☒

Exam/Sem Pat: 1 ▼

PEIMS

CTE Hrs: ▼

Pop Srvd: 01 ▼

Instr Sett: ▼

Class Type: 01 ▼

Crs Seq: ▼

HR/IGA

HRoll Wgt: 1

HRoll Table: R Regular ▼

HRoll Cd: ▼

GA Table: R Regular ▼

GA Wgt: 1

Reported Elements from District Schedule:

Element	Code Table	Data Element	ASCENDER Name
E3071	C022	CourseCode	Service ID
E0948	C135	CourseSequence	Crs Seq
E1056	---	SectionIdentifier	---

- [Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section](#)

Save Student

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

Course Number Retrieve

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	Dist Lrng	Non Campus Based
		1000	ADVISORY	01	025	1	0	1	0	<input type="checkbox"/>	N	<input type="checkbox"/>		00
		1000	ADVISORY	02	025	1	0	1	0	<input type="checkbox"/>	N	<input type="checkbox"/>		00
		1000	ADVISORY	03	025	2	0	2	0	<input type="checkbox"/>	N	<input type="checkbox"/>		00
		1000	ADVISORY	04	025	1	0	1	0	<input type="checkbox"/>	N	<input type="checkbox"/>		00
		1000	ADVISORY	05	025	1	0	1	0	<input type="checkbox"/>	N	<input type="checkbox"/>		00
		1000	ADVISORY	06	025	1	0	1	0	<input type="checkbox"/>	N	<input type="checkbox"/>		00

First / 29 Last Add

Crs Nbr: 1000 ADVISORY Svc ID: 85000XXX Multi Svc Ind: ☐ Lock: ☐ Include UIL Elig: N

Section: 01 Max Seats: 025 Enrolled Students Sem 1: 4 Sem 2: 4 Non Campus Based: 00 Dist Lrng: ☐

Section Information

Pop Srvd: 01 Crs Seq:

Instruct Set: Wks/Mnth:

Class Type: 01 PK Curricula:

High Qual PK Prog: Stu Instr:

PK Sch Type: Home Room Ind: ☐

PK Prog Eval Type:

Include WD Meeting Times: ☒

Restrictions

Type Restrict:

Team Code:

Gender Restrict:

Grade Restrict:

Course Codes and Credits

Dual Crdt:

Adv Tech Crdt:

AAR Use:

Grad Plan Use:

Special Consid:

College Credit Hrs

Sem 1:

Sem 2:

OnRamps:

District Information

Crs Seq: ☐ Exam/Sem Pat: 1 Gender Restrict: ☐

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: N

OnRamps: ☐

Campus Information

Grade Restrict: ☐ Restrictn Add:

Del	Sem	Days	Per Begin	Per End	Room	Time Begin	Time End	Lkout	Instr ID	Instructor	Class Role	Role ID	CTE	Entry Date	Withdraw Date	ADSY
	01	3	05	06	207				517	MALFOY, DRACO	01	087	<input type="checkbox"/>	08-09-2021		<input type="checkbox"/>

Add

Reported Elements from Section:

Element	Code Table	Data Element	ASCENDER Name
E0948	C135	CourseSequence	Crs Seq
E3071	C022	CourseCode	Service ID
E3073	---	CourseTitle	Course Title
E1056	---	SectionIdentifier	---
E0747	C030	PopulationServed	Pop Srvd
E0170	---	NumberOfStudentsInClass	---
E1055	C179	ClassType	Class Type
E1673	C088	AdditionalDaysProgramTeacher	ADSY
E3011	---	CTEHours	CTE Hours
E3010	---	BeginDate	Begin Date
E3020	---	EndDate	End Date

RUN REPORT TO VERIFY DATA:

Grade Reporting > Reports > Grade Reporting Reports > SGR0110 - Master Schedule PEIMS (Grd Rptng)

Credits	Credit Hrs	Pass/Fail	Loc Crs	Loc Sec	Crs Seq	AAR Use	Spec Crs	GA Wgt	GA Tbl	Entry Date	End Date
0.5	0	<input type="checkbox"/> <input checked="" type="checkbox"/>			0 <input checked="" type="checkbox"/>	S	Z	2	R	--	--
+ Add											

NEW: To report Dual Credit, CTE, and College Prep courses taken during summer, enter them on *Prior Yr Transfer* with the current year in the **School Ending Year** field. **NOTE:** These reports affect CCMR and Funding.

The following conditions must be met in order for Course Completions to be reported for Extended Year:

- Data in the **School Ending Year** field is the submission year.
- Data in the **District ID** field is the student's district ID.
- The student was last enrolled on the campus from *Prior Year Transfer* and student was enrolled on the campus as of the *Prior Year Transfer* entry date.
- The **Loc Crs** and **Loc Sec** fields are not blank and match to a course section for that school year/campus on *Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section*.
- The Prior Year Transfer **Entry Date** is not blank. This date must be the same for all students enrolled in a particular course/section. If different begin dates are needed, a different section should be created for each unique begin date. Failure to use the same begin date will likely result in Course Section Duplicate promotion errors.
- The Prior Year Transfer **End Date** is not blank. Without the end date, the Course Transcript Extension does not send data.
- Data in the Prior Year Transfer **Loc Crs** and **Loc Sec** fields meets one of the following conditions:
 - **Service ID** has an **H** for CTE_CRS in C022 table *OR*
 - **Service ID** is CP110100 or CP111200 *OR*
 - The Course Section has **Dual Credit** selected and the **College Credit Hours** has been populated on *Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section*.

NOTE: In order to be included in transcript extension, a pass-fail indicator that is not blank, 00 or 09 is required on *Prior Year Transfer*.

NOTE: To calculate grade averaging for courses added on Prior Year, click on [ASCENDER Grade Reporting - Run Grade Averaging & Class Ranking and Print AARs \(Academic Achievement Record\)](#).

The data element will generate when all the conditions above are met.

Element	Code Table	Data Element	ASCENDER Name
E3091	---	SummerSchoolIndicator	---

Registration

- [Registration Reports](#)

Registration > Reports > Create Registration Report

☐ Demo1

☐ Demographic Information

☐ Sch Yr ☐ Campus ID ☐ Student ID ☐ Grade ☐ Entry Dt ☐ Track ☐ Orig Entry
☐ Withdrawal Dt ☐ Reason ☐ Portal ID ☐ Last Name ☐ First Name ☐ Middle Name ☐ Gen
☐ Nickname ☐ SSN Denied ☐ SSN ☐ Masked SSN ☐ Prior SSN ☐ TX Unique Stu ID ☐ Medicaid Eligible
☐ Medicaid ID ☐ Sex ☐ DOB ☐ Hispanic/Latino ☐ Aggregate Race/Ethnicity ☐ Comments

☐ Race

☐ White ☐ Black/African American ☐ Asian ☐ American Indian/Alaskan Native ☐ Hawaiian/Pacific Isl

☐ Student Indicators

☐ Elig ☐ Attribution ☐ Camp ID Resid ☐ Eco Disadvan ☐ Military Connected ☐ Foster Care ☐ Star of Texas Award
☐ Rep Excl ☐ Active ☐ Record Status ☐ Cnty Residence ☐ NSLP

☐ Current / Next Year Information

☐ Control Num ☐ CY Team ☐ Next Yr Cntrl ☐ NY Team ☐ Nxt Yr Camp ☐ Here Last Yr ☐ CY Transfer Factor ☐ NY Transfer Factor

☐ Phone / Address

☐ Addr/Tel Rest ☐ Phone AC ☐ Phone Nbr ☐ Cell Ph Nbr ☐ E-mail
☐ M Num ☐ M St. ☐ M City ☐ M State ☐ M Zip ☐ M Zip Ext ☐ M Apt ☐ M Dir.
☐ P Num ☐ P St. ☐ P City ☐ P State ☐ P Zip ☐ P Zip Ext ☐ P Apt ☐ P Dir.

☐ Demo3

☐ Career Technology

☐ Day Care CTE Support Service ☐ Sgl Parent/Sgl Preg Woman ☐ Transport CTE Support Service ☐ Career and Technology Ind
☐ Out of Wkforce Individual

☐ Promotion

☐ Year End Status ☐ SSI Promotion ☐ Retained Reason 1 ☐ Retained Reason 2 ☐ Retained Reason 3 ☐ Parent Request Retention

☐ Dyslexia Services

☐ Section 504 Services ☐ SBEC/Trained Staff ☐ Section 39.023 Mods

☐ Status Indicators

☐ Campus of Account ☐ Migrant ☐ Immigrant ☐ Asylee/Refugee ☐ Homeless Status
☐ Unaccomp Youth Status ☐ Early Reading ☐ Summer School BIU/ESL ☐ Student Parent ☐ Even Start
☐ Neglected/Delinquent ☐ Military Enlistment ☐ Dyslexia Risk ☐ Adult Prev Att ☐ Gen. Ed. Homebound

☐ G/T

☐ Campus ☐ Entry Date ☐ Exit Date
☐ Reason ☐ Gift/Talent ☐ General Intellectual Ability
☐ Specific Subject Matter Aptitude ☐ Creative Productive Thinking ☐ Leadership Ability

☐ Local Program

IGC - INDIVIDUAL GRADUATION COMMITTEE ☐ Entry Date ☐ Exit Date ☐ Reason ☐ Code 1 ☐ Code 2 ☐ Code 3 ☐ Code 4

Data in the *Student* category can be verified for students by creating a customized report in Registration. Select the fields for the various elements, and click **Create Report**.

Special Education > Reports > Create Special Ed CY Report

Save Create Report Delete

☐ Demographic Data

☐ Demographic Information

☐ Sch Yr ☐ Campus ID ☒ Student ID ☒ Grade ☐ Entry Dt ☐ Orig Entry Dt ☐ Last Name
☒ First Name ☒ Middle Name ☒ Gen ☐ SSN ☐ Masked SSN ☐ Active ☐ Record Status
☐ Control Number ☒ Sex ☒ DOB ☒ Hispanic/Latino ☐ Aggregate Race/Ethnicity ☐ Homeless Status

☒ Race

☒ White ☒ Black/African American ☒ Asian ☒ American Indian/Alaskan Native ☒ Hawaiian/Pacific Isl

☐ Mastery Dates

☐ Eng Lang Arts ☐ Writing ☐ Math ☐ Science ☐ Social Studies

☐ Exit Level Mastery Dates

☐ Eng Lang Arts ☐ Math ☐ Science ☐ Social Studies

☐ STAAR Precoding Status

☐ Eng Lang Arts ☐ Writing ☐ Math ☐ Science ☐ Social Studies ☐ Projected Graduation Date

☐ Registration Information

☐ Speech Therapy Indicator ☐ Primary Disability ☐ Spec Ed Withdraw Date ☐ Instructional Setting Code ☐ Regional Day School Deaf
☐ Regional Day Sch Fiscal Agent

☐ Program Information

☐ Program Information

☐ Secondary Disability ☐ Tertiary Disability ☐ Multi Disability ☐ Child Count Funding Code ☐ Early Childhood Intervention
☐ Preschool Program (PPCD) ☐ PPCD Service Location Code ☐ Intellectual Disability Code ☐ Adaptive PE ☐ Wkly Spec Ed Inst Time
☐ Vocational Education ☐ IEP Services Initiated ☐ IEP Continuer Indicator ☐ FIE Report Date ☐ Print Profile
☐ Non-Public School Name ☐ Medicaid Eligible ☐ TX Medicaid ID

☒ Extended School Year Services

☒ Extended Sch Yr Services ☒ Extended Sch Yr Services Hours ☒ Extended Sch Yr Services Speech Hours

Data in the *Student* category can be verified for students in the ESY program by creating a customized report in Special Education. Select the fields for the various elements, and click **Create Report**.

Registration Reports > Program > SRG1200 - Student Status Changes by Program

Date Run: 2/18/2021 12:59 PM		Student Status By Program Changes				Program ID: SRG1200											
Cnty-Dist: 031-776		001 School				Page: 1 of 16											
Campus: 001		Sch Year: 2021															
Enrollment Records:																	
Stu ID	Student Name	Grd	SSN	Orig Entry	Entry	Withdraw	Wd Rsn	Stat	Excls	Elig	Trk	Attrib	Camp Res	Yrs CTE Elig	US Sch Dis	Eco Dis	Stu Lang
505385	ADAM, CARLOS L	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		7	01	00		1		00	98
504283	ALEMAN, JOHN N	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		1	01	00		1		01	98
301083	ALEMAN, KRISTEN L	09	XXX-XX-XXXX	08-17-2020	08-17-2020	01-05-2021	80	1		1	01	00		1		00	98
301013	BAILEY, CARLOS L	09	XXX-XX-XXXX	08-17-2020	08-17-2020	11-09-2020	49	1		1	01	00		1		01	98
503992	BAILEY, DAVID J	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		1	01	00		1	6	01	01
301102	BAKER, JASMINE J	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		1	01	00		1		01	98
504122	BALDWIN, COURTNEY R	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		1	01	00		1		01	98
505260	BALLEJO, OLIVIA A	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		1	01	00		1		01	98
504278	BELTRAN, STEVEN	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		1	01	00		1		00	98
505039	BERRIOS, TINA B	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		3	01	06	007-905-041	1		02	98
300999	BLEVINS, CATHRYN A	09	XXX-XX-XXXX	08-17-2020	08-17-2020			1		3	01	06	007-905-041	1		00	98

SRG1200 provides a list of student status in all programs. Set the **Print Enroll Records** parameter to Y. Use the report to verify eligibility, attribution code, and campus of residence.

Date Run: 2/18/2021 1:10 PM

Cnty-Dist: 031-776

Campus: 001

Student Status By Program Changes

001 School

Sch Year: 2021

Program ID: SRG1200

Page: 1 of 1

Gifted and Talented Records:

Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Gifted & Talented Indicator	General Intelligent Ability	Creative Productive Thinking	Specific Subj. Matter Apt.	Leadership Ability
504418	BOCANEGRA, KRISSY E	09	XXX-XX-XXXX	08-17-2020			1	1			
504415	BOWEN, ERUBEY J	09	XXX-XX-XXXX	08-17-2020			1	1			
504416	CRUZ, GREGORY S	09	XXX-XX-XXXX	08-17-2020	01-05-2021	60	1	1			
504490	FAIR, TREVOR A	09	XXX-XX-XXXX	08-17-2020			1				
505413	FUENTES, RORY	09	XXX-XX-XXXX	08-17-2020			1	1			
504279	JENSEN, JENNA L	09	XXX-XX-XXXX	08-17-2020			1	1			
504431	RODRIGUEZ, CLARA ANN L	09	XXX-XX-XXXX	08-17-2020			1	1			
504426	ROMERO, FELIX J	09	XXX-XX-XXXX	08-17-2020			1	1			
504227	FRAUSTO, BRANDON	10	XXX-XX-XXXX	08-17-2020			1	1			
504201	JONES, SYDNEY D	10	XXX-XX-XXXX	08-17-2020			1	1			
505407	LUGO, DRAKE A	10	XXX-XX-XXXX	08-17-2020			1				

Run SRG1200 with the **Print Gifted/Talented Records** parameter set to Y and leave other program parameters blank. Review and correct data.

Registration Reports > Student > SRG1800 - Enrollment by District of Residence

Date Run:	9/30/2024 11:09 AM	Enrollment by District of Residence	Program ID:	SRG1800			
Cnty-Dist:	555-901	School Year: 2024	Page:	1 of 155			
Campus:	All	Campuses 001, 007, 040, 041, 101, 102, 104, 698					
Cycle:	1						
District of Residence: Blank							
Student Id	Student Name	Grade	Dt Entry	Dt Withdraw	Wd Cd	Track	Status
Campus: 001							
042574	ABBOTT, Weston JEAN	09	08/14/2023			01	Active
052502	ACOSTA, AVA NATHANIEL	10	08/14/2023			01	Active
031894	ACOSTA, NATALIE Theodore	10	08/14/2023			01	Active
052125	ACOSTA, NAVAYA Mia	12	08/14/2023			01	Active
042337	ACOSTA, QUINTEN	11	08/14/2023			01	Active
053412	ACOSTA, YADIRA LORENZO	09	08/14/2023			01	Active

SRG1800 provides a list of students who were enrolled during the selected attendance cycle, grouped by district of residence. Use the report to verify campus ID of residence (CIR).

- [Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info](#)

Campus ID:	<input type="text" value="001"/>	<input type="button" value="Retrieve"/>
<div> DEMOGRAPHIC INFO CONTROL INFO PRINCIPAL/COUNSELOR </div>		
Low Grade Level:	<input type="text" value="09"/>	High Grade Level: <input type="text" value="12"/>
Accreditation:	<input type="text" value="Both"/>	
College Board Campus Code Number:	<input type="text" value="446150"/>	
Default Track:	<input type="text" value="00"/>	
Exclude from District Reporting:	<input type="checkbox"/>	
School Type:	<input type="text" value="High School"/>	
Capped To Campus:	<input type="text"/>	Capped Date: <input type="text"/>
Full Day PK Waiver:	<input type="checkbox"/>	
Additional Days Program:	<input type="checkbox"/>	Participate in ELO: <input checked="" type="checkbox"/>
Nbr of Bullying Incidents:	<input type="text" value="0"/>	Nbr of Cyberbullying Incidents: <input type="text" value="0"/>

Reported Elements from Expanded Learning (ELO):

Element	Code Table	Data Element	ASCENDER Name
E1614	C218	CampusEnrollmentType	Type
E1719	C229	ELOActivity	Activity Code
E1720	---	ELODaysScheduledPerYear	Days/Year
E1621	---	ELOMinutesScheduledPerDay	Min/Day

- [Registration > Maintenance > Campus Profile > Campus Programs > Expanded Learning \(ELO\)](#)

Campus ID:

EXPANDED LEARNING (ELO)

Delete	Type	Activity Code	Days/Year	Min/Day
	<input type="text" value="04"/>	<input type="text" value="05"/>	<input type="text"/>	<input type="text"/>
<div> <div>Rows:</div> <div> 01: Rigorous Coursework 02: Mentoring 03: Tutoring 04: Physical Activity 05: Academic Support 06: Educational Enrichment </div> </div>				
<input type="button" value="Add"/>				

Reported Elements from Expanded Learning (ELO):

Element	Code Table	Data Element	ASCENDER Name
E1614	C218	CampusEnrollmentType	Type
E1719	C229	ELOActivity	Activity Code
E1720	---	ELODaysScheduledPerYear	Days/Year
E1621	---	ELOMinutesScheduledPerDay	Min/Day
E1613	---	ExpandedLearningOpportunity	---

RUN REPORT TO VERIFY DATA:

Registration > Reports > Registration Reports > Program > SRG0100 - Campus Information

Date Run: 3/24/2020 5:13 PM

Cnty-Dist: 925-925

Campus: 001

School Year: 2020

Program ID: SRG0100

Page: 14 of 14

Campus Expanded Learning Opportunities ELO

ELO Type	Rigorous CourseWork	Mentoring	Tutoring	Phys Act	Acad Sup	Edu Enrich	Min Day
01	YES	YES					675
02	YES						010

□ See the **Campus Expanded Learning Opportunities ELO** section of the report.

Expanded Learning Opportunities (ELO) are structured learning programs outside of the regular school day, including before and after school programs and summer programs.

- If a district/campus offers an Expanded Learning Opportunities (ELO) Program, enter the information on this screen in Registration.
- Programs must be at least 45 minutes long to qualify for ELO.
- See the Campus Expanded Learning Opportunities (ELO) section of the report.

- [Registration > Maintenance > Student Enrollment > Demo1](#)

DEMO1 DEMO2 DEMO3 GRADUATION AT RISK CONTACT WIR ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS PK ENROLL FORMS

Demographic Information

Grade: 10 Entry Dt: 08-16-2021 Track: 00 Orig Entry: 08-16-2021 Withdrawal Dt: -- Portal ID: bXDRV56wZ

Name: ALYSSA EMMA AGUILAR First Middle Last Gen Nickname

Social Security Number Denied ☐ SSN: 452-14-4368 Prior SSN: -- Texas Unique Student ID: 2161986836 Medicaid Eligible ☐ Medicaid ID: --

Sex: F DOB: 02-16-2006 Hispanic/Latino ☒ Aggregate Race/Ethnicity: H - Hispanic

White ☒ Black/African American ☐ Asian ☐ American Indian/Alaskan Native ☐ Hawaiian/Pacific Isl ☐

Phone / Address

Addr/Tel Rest: -- Phone Nbr: 555 445-3766 Cell Ph Nbr: -- E-mail: --

Mailing: 4305 BRUNSWICK -- -- Alamo City TX 47498 -- Duplicate

Num Street Direction Apt City State Zip

Physical: 4305 BRUNSWICK -- -- Alamo City TX 47498 --

Student Indicators

Eligibility Code: 1 Record Status: 1 Attribution Code: 00 NSLP: Child Find: SPP-11: Child Find: SPP-12: Active Cd: 1 - Active Only Residence: 015 Reporting Excl: As of Status Last Friday October: As of Status Last Day Enrollment:

Current / Next Year Information

Control Num: 298 Next W Cntrl: Here Last W: CY Xfer Factor: NY Xfer Factor: CY Team Code: NY Team Code:

Economic Disadvantage

Delete	Descriptor	Begin Date	End Date
<input type="checkbox"/>	01	--	--

Foster Care

Delete	Descriptor	Begin Date	End Date
<input type="checkbox"/>	0	--	--

Military Connected

Delete	Descriptor	Begin Date	End Date
<input type="checkbox"/>	0	--	--

Attendance Zones

Campus From Grd Lvl Thru Grd Lvl

no rows

Reported Elements from Demo1:

Element	Code Table	Data Element	ASCENDER Name
E0703	---	FirstName	Name - First
E0704	---	MiddleName	Name - Middle
E0705	---	LastSurname	Name - Last
E0706	C012	GenerationCode	Name - Gen
E0001	---	StudentId	SSN
E1523	---	StudentUniqueld	Texas Unique Student
E0004	C013	Sex	Sex
E0006	---	BirthDate	DOB
E1064	---	HispanicLatinoEthnicity	Hispanic/Latino
E3050	C304	Race	White
E3050	C304	Race	Black/African American
E3050	C304	Race	Asian
E3050	C304	Race	American Indian/ Alaskan Native
E3050	C304	Race	Hawaiian/Pacific Isl
E1528	C196	FosterCareType	Foster Care
E0017	C050	GradeLevelGrade	
E1000	C161	StudentAttribution	Attribution Cd
E0903	---	CampusIdOfResidence	Camp ID Resid

- [Registration > Maintenance > Student Enrollment > G/T](#)

DEMO1 DEMO2 DEMO3 AT RISK CONTACT W/R ENROLL SPEC ED **G/T** BIL/ESL TITLE I PRS

Delete Campus Entry Date Exit Date Reason Gift/Talent

☐ 001 09-01-2021 -- +33 ☒

Reported Element from G/T:

Element	Code Table	Data Element	ASCENDER Name
E3063	C344	StudentCharacteristic	Gift/Talent see StudentCharacteristic

- [Registration > Maintenance > Student Enrollment > Local Programs](#)

DEMO1 DEMO2 DEMO3 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
	103	08-17-2022	--			13				

+ Add

Other Local Programs

Delete	Campus	Entry Date	Exit Date	Reason	Local Program	Code 1	Code 2	Code 3	Code 4
no rows									

+ Add

Reported Elements from Local Programs:

NOTE: Migratory, ECHS, P-TECH, New Tech, Bilingual/ESL Summer School, Additional Days Program Participation and any needed crisis codes should be set up as local programs on **Registration > Maintenance > Campus Profile > Campus Local Program Codes**. The student should have a row in the Local Programs for TEA group box where **Local Program** set to the local code that is applicable to the student.

NOTE: The last day of school can be used as the **Entry Date** for summer programs.

Element	Code Table	Data Element	ASCENDER Name
E3063	C344	StudentCharacteristic	Local Program see StudentCharacteristic

Special Education

- [Special Education Reports](#)

Special Education > Reports > Create Special Ed CY Report

Save Create Report Delete

☐ Registration Information

☐ Speech Therapy Indicator ☐ Primary Disability ☐ Spec Ed Withdraw Date ☒ Instructional Setting Code ☐ Regional Day School Deaf

☐ Regional Day Sch Fiscal Agent

☐ Program Information

☐ Program Information

☐ Secondary Disability ☐ Tertiary Disability ☐ Multi Disability ☐ Child Count Funding Code ☐ Early Childhood Intervention

☐ Preschool Program (PPCD) ☐ PPCD Service Location Code ☐ Intellectual Disability Code ☐ Adaptive PE ☐ Wkly Spec Ed Inst Time

☐ Vocational Education ☐ IEP Services Initiated ☐ IEP Continuer Indicator ☐ FIE Report Date ☐ Print Profile

☐ Non-Public School Name ☐ Medicaid Eligible ☐ TX Medicaid ID

☒ Extended School Year Services

☒ Extended Sch Yr Services ☒ Extended Sch Yr Services Hours ☒ Extended Sch Yr Services Speech Hours

Data can be verified by creating a customized report. Select the applicable fields and click **Create Report**.

- [Special Education > Maintenance > Student Sp Ed Data > Current Year > Demographic Data](#)

DEMOGRAPHIC DATA PROGRAM INFORMATION DATES CHILD RESTRAINT INSTRUCTORS

Demographic Information

Grade: 10 Sex: F DOB: 06-24-2005 Orig Entry: 08-09-2021 SSN: XXX-XX-5430

Name: NOEMI LEE MCKINLEY Campus Status: Active

First Middle Last Generation

Hispanic/Latino: ☐ White: ☒ Black/African American: ☐ Asian: ☐ American Indian/Alaskan Native: ☐ Hawaiian/Pacific Isl: ☐

Special Ed Information

Campus	Entry Date	Exit Date	Reason	Primary Disability Code	Primary Disability Description	Instruction Setting Code	Instruction Setting Description	Speech	CTE Eligibility	Regional Day School Deaf	RDSD Fiscal Agent
001	08-09-2021			07	Emotional Disturbance	41	Resource Room - Less than 21%	0	<input checked="" type="checkbox"/>	0	

This element is extracted from the Special Ed application, but is maintained on **Registration > Maintenance > Student Enrollment > SpecEd**.

Reported Elements from Demographic Data:

Element	Code Table	Data Element	ASCENDER Name
E0173	C035	InstructionalSetting	Instruction Setting Code

- [Special Education > Maintenance > Student Sp Ed Data > Current Year > Program Information](#)

Reported Elements from Program Information:

Element	Code Table	Data Element	ASCENDER Name
E1013	---	TotalESYContactHoursInFirstInstructionalSetting	Extended School Year Services Hours
E3096	---	TotalESYContactHourseInSecondInstuctionalSetting	---

NOTE: *TotalESYContactHoursInFirstInstructionalSetting* will generate with the value from the **Extended School Year Services Hours** field and *TotalESYContactHoursInSecondInstructionalSetting* will generate with the value from the **Extended School Year Services Speech Hours** field. However, if the **Extended School Year Services Hours** field is empty, then *TotalESYContactHoursInFirstInstructionalSetting* will generate with the value from the **Extended School Year Services Speech Hours** field.



Back Cover