



PEIMS Extended Year Submission

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PEIMS Extended Year Submission (Work In Progress - To be completed with the 11.1200 Release)

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 sent to the district database is as accurate as possible.

The PEIMS Extended Year Submission includes data for leavers, graduates, certain programs, and course completions:

- Extended School Year (ESY) services provided to special education students,
- Flexible attendance for Optional Flexible School Day Program (OFSDP) Credit/Promotion Recovery Program,
- Bilingual/ESL Summer School Program
- Additional Days School Year (ADSY) Program,
- Additional Instructional Days for Reading Intervention,
- Course completions between school years for:
 - High school Career and Technical (CTE) courses,
 - Dual credit courses,
 - College Preparatory Course English Language Arts, and
 - College Preparatory Course Mathematics.

This guide is organized in domain dependency order.

The Extended Year submission is due August 27, 2026.



IMPORTANT: Some of the images and/or examples provided in this document are for informational 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

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

Security Administration

- Verify all roles and users are correct.

ANY OTHERS???

- XXX.

Verify and Update ASCENDER Data

I. Education Organization

For the PEIMS Extended Year Submission, the Education Organization domain provides information about any public school, charter, education service center, organization or agency.

- [Entities](#)
 - LocalEducationAgency
 - School

- [Verify and Update Data](#)

Use the following screens **in the applicable school year's data** to verify and update Education Organization data.

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

Campus ID:

DEMOGRAPHIC INFO **CONTROL INFO** **PRINCIPAL/COUNSELOR**

Low Grade Level: High Grade Level:

Accreditation:

College Board Campus Code Number:

Default Track:

Exclude from District Reporting: ☐

School Type:

Capped To Campus: Capped Date:

Full Day PK Waiver: ☐

Additional Days Program: ☒ Participate in ELO: ☒

Nbr of Bullying Incidents: Nbr of Cyberbullying Incidents:

Office of Civil Rights (OCR) Options

School has Students Participating in Single-Sex Interscholastic Athletics: ☐

School has Students Enrolled in One or More Single-Sex Academic Classes: ☐

School has Students who Receive Corporal Punishment for Disciplinary Purposes: ☐

Registration > Maintenance > Campus Profile > Campus Programs > Expanded Learning (ELO)

EXPANDED LEARNING (ELO)

Delete	Type	Activity Code	Days/Year	Min/Day
☐				

Rows: + Add

II. School Calendar

For the PEIMS Extended Year Submission, the **School Calendar** domain provides calendar information for the Optional Flexible School Day Program (OFSDP) Credit/Promotion Recovery Program, the Extended School Year Program, and the Additional Days School Year Program. It is dependent on the **Education Organization** domain.

- **Entities**
 - Calendar
 - CalendarDate
 - ReportingPeriodExt
- **Verify and Update Data**

Use the following screen **in the applicable school year's data** to verify and update the set up for the calendars for these programs.

Attendance > Maintenance > Extended Year Programs > Extended Year Options

Track: 99 Description: Flex Summer School Retrieve

Instructional Minutes: 240 Instructional Program Type: 17 Extended School Year

	Calendar Date	Reporting Period/ Session	Instructional Minutes
1	06-08-2	7 PMs	240
2	06-09-2	7 PMs	240
3	06-10-2	7 PMs	240
4	06-11-2	7 PMs	240
5	06-12-2	7 PMs	240
6	06-15-2	7 PMs	240
7	06-16-2	7 PMs	240
8	06-17-2	7 PMs	240
9	06-18-2	7 PMs	240
10	06-19-2	7 PMs	240
11	06-22-2	7 PMs	240
12	06-23-2	7 PMs	240
13	06-24-2	7 PMs	240
14	06-25-2	7 PMs	240

Total Days: 30 Total Minutes: 7200

III. Alternative and Supplemental Services

For the PEIMS Extended Year Submission, the **Program** entity provides program information for Special Education and Emergent Bilingual programs provided by the district. It is dependent on the **Education Organization** domain.

- **Entity**
 - Program
- **Verify Data**

Identify if the Program entity should be reported for your LEA by identifying if you have any Special Education and Emergent Bilingual students that received Extended Year Services.

Special Education > Reports > Create Special Ed CY Report

Create the following report **in the applicable school year's data** to identify any students

who received Extended School Year services.

☐ Under **Demographic Data** select any fields you'd like included on the report. It is recommended to select:

- Sch Yr
- Campus ID
- Student ID
- Grade
- Last Name
- First Name

☐ Under **Program Information** select all fields for **Extended School Year Services**.

☐ Click **Create Report**

◦ Once the report opens users can:

- ☐ Select **Sort/Filter**
- ☐ Select **Filter Criteria**
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select **Extended School Year Services**
 - From the **Operator** dropdown select **"="**
 - In the **Value** field enter **"1"**
- ☐ Click OK

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

Use the report **in the applicable school year's data** to identify any students who participated in any other Extended Year Services such as OFSDP and ADSY.

Date Run:

Cnty-Dist: 001-908

Campus: 001

Student Status By Program Changes

001 School

Sch Year:

Program ID: SRG1200

Page: 1 of 6

Local Programs:

Stu ID	Student Name	Grd	SSN	Entry Dt	Exit Dt	Wd Rsn	Local Program	TEA Cdt	Code 1	Code 2	Code 3	Code 4
006940	ALLEN, KARL D	09	XXX-XX-XXXX	08-05-20			504	12				
006940	ALLEN, KARL D	09	XXX-XX-XXXX	08-05-20			ECH	06				
006282	BELL, LEON C	09	XXX-XX-XXXX	08-05-20			PTC	07				
006257	BROOKS, VINCENT F	09	XXX-XX-XXXX	08-05-20			PTC	07				
008998	COOK, TONY D	09	XXX-XX-XXXX	08-05-20			PTC	07				
006271	CROSS, GORDON J	09	XXX-XX-XXXX	08-05-20			ECH	06				
006261	DANIELS, JESUS L	09	XXX-XX-XXXX	08-05-20			PTC	07				
006463	DAVIS, CHARLIE H	09	XXX-XX-XXXX	08-05-20			ECH	06				
006434	DUNN, LESTER H	09	XXX-XX-XXXX	08-05-20			PTC	07				
006286	FIELD, HECTOR D	09	XXX-XX-XXXX	08-05-20			PTC	07				
006487	FOWLER, CHRISTIAN F	09	XXX-XX-XXXX	08-05-20			PTC	07				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20			DYS	04				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20			504	12				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20			PTC	07				
006946	FREEMAN, DEAN R	09	XXX-XX-XXXX	08-05-20			PTC	07				
006259	GIBBS, BRETT	09	XXX-XX-XXXX	08-05-20			ECH	06				

When generating this report enter “Y” in the **Print Local Programs** parameters.

This report does not include a Sort/Filter option. It is recommended to export the report to **Excel** to apply filtering as needed.

- [Update Data](#)

Use the following screens **in the applicable school year's data** to add or update any other Extended Year Services such as OFSDP and ADSY.

Registration > Maintenance > Student Enrollment > Local Programs.

DEMO1 DEMO2 DEMO3 GRADUATION AT RISK CONTACT WRN 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
no rows										

[Add](#)

Other Local Programs

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

[Add](#)

Registration > Maintenance > Student Enrollment > Spec Ed.

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

Delete	Campus	Entry Date	Exit Date	Reason	Prim Dis	Sec Dis	Terri Dis	Mult Dis	Medical Fragile	Instrn Set	Child Cnt Fund	CTE Elig	Speech	ROSPD	ROSPD Out Of Svc	Asst Tech	Asst Svc
	801	08-22-2010	11-11-2010	30 Record Status Change	-32	08					11	1	0	0	-		
	801	08-31-2010	- - -		-33	08				10	1	0	0	0	-		

[Add](#)

IV. Staff

For the PEIMS Extended Year Submission, the **Staff** domain provides the general staff information for teachers teaching students in the Additional Days School Year (ADSY) Program. It is dependent on the **School Calendar** domain.

Only staff with StaffClassification 047 (Substitute Teacher) and 087 (Teacher) should be reported.

- **Entity**
 - Program

- **Verify Data**

Personnel > Reports > User Created Reports

Create the following report **in the applicable school year's data** to verify this data.

Save Create Report Delete Reset

Report Template

Report Title

Employee Nbr ☐ Employed Only

☒ **Employee Demographic**

☒ Employee Nbr	☒ Staff ID/SSN	☐ Hidden Name	☐ Phone Area Cd	☐ Last Change Date	☐ Error Contact	☒ Hispanic/Latino
☒ Texas Unique Staff ID	☐ Address Number	☐ Former Prefix	☐ Phone Nbr	☐ Citizenship	☐ Relationship	☒ American Indian
☐ Name Profile	☐ Street/PO Box	☐ Former First Name	☐ Bus Phone Area	☐ Marital Stat	☐ Error Notes	☒ Asian
☒ First Name	☐ Apt	☐ Former Middle Name	☐ Bus Phone Nbr	☐ Other Language	☐ Error Area Cd	☒ African American
☒ Middle Name	☐ City	☐ Former Last Name	☐ Bus Ext	☐ Local Use 1	☐ Error Phone Nbr	☒ Pacific Islander
☒ Last Name	☐ State	☐ Former Generation	☐ Cell Area Cd	☐ Local Use 2	☐ Error Ext	☒ White
☒ Generation	☐ Zip	☐ Driver's License	☐ Cell Phone Nbr	☐ Email		
☒ Sex	☐ Zip+4	☐ DL State	☐ Local Restriction	☐ Home Email		
☒ DOB	☐ Adult Country	☐ DL Expire Date	☐ Public Restriction	☐ Employee Notes		

☐ Under **Demographic Data** select the fields to include in the report. The following fields are recommended:

- Employee Nbr
- Staff ID/SSN
- Texas Unique Staff ID
- First Name
- Middle Name
- Last Name
- Generation
- Sex
- DOB
- Hispanic/Latino
- American Indian
- Asian
- African American
- Pacific Islander
- White

Personnel > Reports > User Created Reports

☒ **Employment**

☒ Employee Status Code	☐ Yrs Non-Professional Experience	☒ Original Emp Date	☐ Take Retiree Surcharge	☐ W-2 Elec Consent	☐ Termination Reason
☒ Highest Degree Achieved	☐ Yrs Non-Professional in District	☒ Latest Re-Employ Date	☐ NY Take Retiree Surcharge	☐ 1095 Elec Consent	☐ Termination Reason Descr
☐ Percent Day Employed	☐ Creditable Year of Service	☒ Retirement Date	☐ Extract ID	☐ ERS Retiree Health Flag	☐ Full Semester
☐ Ext Annual Salary	☐ Contract Class	☒ Termination Date	☐ Fingerprint Status	☐ NY ERS Retiree Health Flag	☐ Auxiliary Role ID
☒ Yrs Professional Experience	☐ Contract Term	☐ Extended Leave Begin	☐ Fingerprint Extract Date	☒ Employment Type	☐ Auxiliary Role Effective Date
☒ Yrs Professional in District	☐ Contract Year	☐ Extended Leave End	☐ Fingerprint Date	☐ Retiree Employment Type	☐ Highly Qualified
☐ Yrs Prior Teaching	☐ Grades Taught	☐ IRS Lock-In Letter	☐ Extract for TSDS		☐ Paraprofessional Certification
					☐ Paraprofessional Cert Effective Date

☐ Under **Employment** select the fields to include in the report. The following fields are

recommended:

- Employee Status Code
- Highest Degree Achieved
- Yrs Professional Experience
- Yrs Professional in District
- Original Emp Date
- Latest Re-Employ Date
- Retirement Date
- Termination Date
- Employment Type

☐ Click **Create Report**

Use the list to verify staff demographic data for reported staff members.

- [Update Data](#)

Use the following screens **in the applicable school year's data** to add or update this domain.

[Personnel > Maintenance > Staff Demo > Demographic Information](#)

DEMOGRAPHIC INFORMATION CREDENTIALS VERIFICATION INSURANCE SERVICE RECORD RESPONSIBILITY

Staff ID/SSN: Texas Unique Staff ID: 5726849611 Extract for UFD Results ☐ Last Change: 09-19-20

Name

Title First Middle Last Generation Maiden Name

Legal: MARILYN BARKER

Former:

Addresses

Number Street/P.O. Box Apt. City State Zip Country

Mailing: 889 E COLUMBIA Alamo City TX Texas 46119 +

Alternate: +

Supplemental: Address Country Delivery Name

Travel Commuter Distance: 0.0

Sex: F Female Citizenship: ☒ Driver's License: 20251508 DL State: TX Texas

DOB: 11-27-1992 Marital Stat: Deceased: ☐ DL Expir Date: 11-27-2027 Other Language: ☐

Ethnicity ☒ Hispanic/Latino

Race (check all that apply; must select at least one)

American Indian/Alaskan Native ☐ Native Hawaiian/Pacific Islander ☐

Asian ☐ White ☒

Black/African American ☐

[Personnel > Maintenance > Employment Info](#)

EMPLOYMENT INFO

Employee Status: Do Not Report Staff for TSDS: ☐

Employment Dates

Original Emp Date:
 Latest Re-Employ Date:
 Termination Date:
 Termination Reason:
 Eligible for Re-hire: ☐
 Percent Day Employed:
 Pct Day Employed Effective Date:

Employment Types

Employment Type:
 Sub Type:
 Highly Qualified: ☐
 Year Round: ☐
 Extract ID:
 Highest Degree:

Retire Information

Retirement Date:
 Retire Employment Type:
 Take Retire Surcharge: ☐
 NY Take Retire Surcharge: ☐

Years Experience

--Professional--
 Total:
 In District:
 Prior Teachings:
 TIA Creditable Year of Service: ☐

--Non-Professional--
 Total:
 In District:

Electronic Consent

W-2:
 1095:

Service Record

Full Semester: ☐
 Grades Taught:

Contract Information

Class:
 Term:
 Year:

Extended Leave

Begin:
 End:

V. Teaching and Learning

For the PEIMS Extended Year Submission, the **Teaching and Learning** domain provides course, section, staff assignment, and student enrollment information for eligible summer programs. It is dependent on the **Staff** domain: **Staff** and **StaffEducationOrganizationEmploymentAssociation** entities.

- **Entities**
 - Course
 - CourseOffering
 - Section
 - StaffSectionAssociation
- **Verify and Update Section Entity Data**

Verify

Only the **Career and Technical Education (CTE)**, **Dual Credit**, **College Preparatory English Language Arts**, and **College Preparatory Mathematics** summer course sections will be reported.

Create the following report **in the applicable school year's data** to identify the summer course sections that must be verified on the **SGR0110 - Master Schedule PEIMS (Grd Rptng)** report.

Grade Reporting > Reports > Create Grade Reporting Report

Save Create Report Delete

Report Template
☐ Public

Report Title

Campus Options
☐ Campus 001
☒ All Campuses

Semester Options
☒ All semesters
☐ Sem 1 ☐ Sem 2
☐ Sem 3 ☐ Sem 4

☐ Demo 1

☒ Sch Yr	☒ Campus ID	☒ Student ID	☐ Grade	☐ Entry Dt
☐ Track	☐ Orig Entry	☐ Withdrawal Dt	☒ Last Name	☒ First Name
☐ Middle Name	☐ Gen	☐ Nickname	☐ SSN	☐ Masked SSN
☐ TX Unique Stu ID	☐ Sex	☐ DOB	☐ Hispanic/Latino	☐ Aggregate Race/Ethnicity

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

☐ Elig Code ☐ Eco Disadv ☐ Rep Excl ☐ Active Cd ☐ Control Num

☐ Under Demo 1 select the fields to include in the report. The following fields are recommended:

- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name

☐ Rank

☒ Prior Year/Transfer Courses

☒ School Yr	☒ Campus	☒ District ID	☒ Title	☒ Loc Crs
☒ Service ID	☒ Service ID Type	☒ Service ID Descr	☒ Crs Credit	☒ Verify Grd Avg
☒ AAR Use	☒ Grade Avg	☒ CRS Special Consider	☒ Sem 1 Grade	☒ Sem 2 Grade
☒ Sem 3 Grade	☒ Sem 4 Grade	☒ Excused Sem1	☒ Excused Sem2	☒ Excused Sem3
☒ Excused Sem4	☒ Grd Lvl	☒ Crs Seq	☒ GA Wgt	☒ GA Tbl
☒ GP Use 1	☒ GP Use 2	☒ GP Use 3	☒ GP Use 4	☒ GP Use 5
☒ Credit Hrs	☒ Pass/Fail	☒ Loc Sec	☒ Entry Date	☒ End Date

☐ District Course Offered CYR
☐ Title ☐ Core Crs ☐ Service ID ☐ Service ID Descr ☐ Textbook ISBN

☐ Under **Prior Year/Transfer Courses** select the fields to include in the report. It is recommended that you include all fields.

☐ Click **Create Report**.

Once the report opens, use the **Sort/Filter** functionality to display only courses taken during the summer. Use the results to determine which course sections to verify on the SGR0110 report.

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

Date Run:

Cnty-Dist: 001-908

Campus: 001

Master Schedule PEIMS Information

001 School

Sch Year:

Program ID: SGR0110

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Bold indicates district data

Gray indicates invalid Course Code

Inactive Instructor

Sec	Inst	Inst Name	Class Role	Sem	Days Met	Per Beg	Per End Time	End Time	Entry Date	Withdraw Date	Class Type	Pop Srv	Role ID	Crs Seq	High Qual Curr	PK Instr	Child-Care Sch Opm Nbrs	Home Room Ind	On Ramps	Dual Crd	Adv Tech Crd	CTE Hrs	CTE Tier	Teacher Cert	RPEP Hrs	College Sem1	Credit Sem2	Hours	
Course Number			1010		Title		ENGLISH 1		Course Code 03220100																				
02		WILLIAMS	01	3	MTWThF	02	02		08/06/20		01	01	087					0					N	0	0	0	0		
04		WILLIAMS	01	3	MTWThF	04	04		08/06/20		01	01	087					0					N	0	0	0	0		
06		WILLIAMS	01	3	MTWThF	06	06		08/06/20		01	01	087					0					N	0	0	0	0		
Course Number			1011		Title		ENGLISH 1A		Course Code 03220100																				
00		MAY	01	2	MTWThF	00	00		01/07/20		01	01	087	1				0		0	0		N	0	0	0	0		
Course Number			1012		Title		ENGLISH 1B		Course Code 03220100																				
00		MAY	01	2	MTWThF	00	00		01/07/20		01	01	087	2				0		0	0		N	0	0	0	0		

Update

Use the following screen **in the applicable school year's data** to add or update this entity.

Grade Reporting > Maintenance > Student > Individual Maint > Prior Yr Transfer

- **Verify and Update StaffSectionAssociation Entity Data**

Verify

Only report StaffSectionAssociations for teachers who provide instruction in the **Additional Days School Year (ADSY)** program.

A StaffSectionAssociation is reported only when both of the following conditions are met:

- At least one student enrolled in the section is assigned the ADSY local program.
- The instructor is assigned **Role 01 - Teacher of Record**.

Create the report **in the applicable school year's data** to verify Summer Course Completion Data.

Grade Reporting > Reports > Create Grade Reporting Report

The screenshot shows the 'Create Grade Reporting Report' form. At the top, there are buttons for 'Save', 'Create Report' (highlighted), and 'Delete'. Below these are several sections for selecting fields to include in the report:

- Campus Course Offered CYR**: Includes checkboxes for OnRamps, Crs Nbr, Grad Plan, CPR, and Speech.
- Course Section CYR**: Includes checkboxes for Cr Section Nbr, Cr AAR Use, Max Seats, Type Rstrctn, Crs Seq, PK Curricula, Home Room Ind, Cr Special Consid, Grade Rstrctn, Add Grd Rstrctn, Cr Gender Rstrctn, Multi Svc Ind, High Qual PK Prog, Grad Plan Use, Dual Credit, Wks/Mnth, Elem Skills Based, Locked, Team Code, Stu Instr, Child Care Operation Nbr, Incl UEL Dig Sec, Cr Instruct Sett, Distance Learning, Cr Pop Srvcl, Cr Class Type, PK Sch Type, Sped Stu Age, Adv Tech Crd, College Cr Hrs-Sem 1, College Cr Hrs-Sem 2, College Cr Hrs-Sem 3, College Cr Hrs-Sem 4, and OnRamps.
- Course Meet CYR**: Includes checkboxes for Sem, Lockout, ADSY, Days of Week, Instr ID, Class Role, Period Begin, Period End, Role ID, Room, Cert CTE, Time Begin, Time End, Entry Date, and Withdraw Date.
- Instructor CYR**: Includes checkboxes for Instr Last Name, Instr First Name, Instr Mid Name, Section, In Grade Level, Email, Homeroom, Exclude from Fall PEIMS, Max Study Halls/Day, Max Sections/Sem, Max Periods/Day, Max Preps/Sem, Max Contact Per/Year, Restr Department, Restr Subject Area, Restr Resvrd Room, Designator 1, Designator 2, and Designator 3.
- Course CYR**: Includes checkboxes for Grd Rstr, Add Grd Rstr, Prgred Grd Rstr, Add Prgred Grd Rstr, Excl Conflict Matrix, Can Split Opt, and Rpt Card Grd Typ.
- EOC Exception**: Includes checkboxes for Algebra 1, Alg 1 Sch Yr, Biology 1, Bio 1 Sch Yr, English 1, and Eng 1 Sch Yr.

☐ Under **Campus Course Offered CYR** select the fields to include in the report. It is recommended that you include all fields.

☐ Click **Create Report**.

◦ Once the report opens users can:

- ☐ Select **Sort/Filter**
- ☐ Select **Filter Criteria**
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select **ADSY**
 - From the **Operator** dropdown select **"="**
 - In the **Value** field enter **"Y"**.
- ☐ Click **OK**

Users can then use this list to verify teachers that provided instruction for the **Additional Days School Year (ADSY)** program.

Update

Use the following screen **in the applicable school year's data** to add or update this entity.

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

Save Student Information School Year: 2

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
☐	☐				000	0	0	0	0	☐		☐		00

Crs Nbr: Svc ID: Multi Svc Ind: ☐ Lock: ☐ Include UIL Elig: ☐
 Section: Max Seats: Enrolled Students Sem 1: Sem 2: Non Campus Based: Dst Lmg:

Section Information

Sped Stu Age: Crs Seq:
 Pop Srvd: Wks/Mnth:
 Instruct Selt: PK Curricular:
 Class Type: Stu Instr:
 High Qual PK Prog: Home Room Ind: ☐
 PK Sch Type:

Include WD Meeting Times: ☒

Restrictions

Type Rstrctn:
 Team Code:
 Gender Rstrctn:
 Grade Rstrctn:

Child Care Partnership

Delete

Course Codes and Credits

Dual Crdt:
 Adv Tech Crdt:
 AAR Use:
 Grad Plan Use:
 Special Consid:
 Collage Credit Hrs
 Sem 1:
 Sem 2:
 R-PEP Hrs:
 OnRamps:

District Information

Crs Seq: ☐ Exam/Sem Pat: ☐ Gender Rstrctn: ☐
 Instruct Selt: ☐ AAR Use: ☐ Self Paced: ☐
 Pop Srvd: ☐ Grad Plan Use: ☐ Class Type: ☐
 Role ID: ☐ Special Consid: ☐ CPR: ☐
 Nbr Sem: ☐ Incl UIL Elig: ☐ Speech: ☐
 OnRamps: ☐

Campus Information

Grade Rstrctn: ☐ Rstrctn Add:

Del	Sem	Days	Per Begin	Per End	Room	Time Begin	Time End	Lckout	Instr ID	Instructor	Class Role	Role ID	CTE	Entry Date	Withdraw Date	ADSY
☐	01	1	05								01					

VI. Student Identification and Demographics

The **Student Identification and Demographics** domain Parent, Student, and StudentParentAssociation entities provide basic demographic and contact information associated with each student. It is dependent on the **School Calendar** domain and **Alternative and Supplemental Services** domain: **Program** entity.

NOTE: The following students shall be included for the PEIMS Extended Year Submission (4) reporting:

- Students who received Extended School Year (ESY) services.
- Students who participated in the Bilingual/ESL Summer School program,
- Students with flexible attendance,
- Students who completed a course (CourseCompletionIndicator is true) during the summer (between school years). These courses must fall into one of the following categories:
 - Career and Technical Education (CTE)
 - Dual credit
 - College Preparatory English Language Arts
 - College Preparatory Mathematics
- Students who participated in the Additional Days School Year (ADSY) program.

6. All leavers in grades 7-12 (including students that do not enroll in the LEA within the next year's school-start window).
7. All graduates.
8. Students in grades 9-12 who earned or passed an IBC exam between June 1 and August 31 of the current school year.
9. Students in grades 11 and 12 who earned an associate degree in the summer (through August 31).

- [Entities](#)
 - Student
- Verify and update the students included in the categories for the PEIMS Extended Year Submission:
 - [Extended School Year \(ESY\)](#)

Verify

Create the following report **in the applicable school year's data** to verify students who received **Extended School Year** services.

Special Education > Reports > Create Special Ed CY Report

The screenshot shows a web form titled 'Create Special Ed CY Report'. At the top are buttons for 'Save', 'Create Report', and 'Delete'. Below these are sections for 'Report Template' (with a 'Public' checkbox and a dropdown menu), 'Report Title' (a text input field), and 'Campus Options' (radio buttons for 'Campus 001' and 'All Campuses', with 'All Campuses' selected). The 'Demographic Data' section is expanded, showing a grid of checkboxes for various student data fields. The 'Demographic Information' sub-section is also expanded, showing a grid of checkboxes for various student data fields. The 'Race' section has radio buttons for 'White', 'Black/African American', 'Asian', 'American Indian/Alaskan Native', and 'Hawaiian/Pacific Isl.'. The 'Mastery Dates' section has checkboxes for 'Basic Skills', 'Math', 'Science', and 'Social Studies'.

☐ Under **Demographic Data** select the fields to include in the report. The following fields are recommended:

- Sch Yr
- Campus ID
- Student ID
- Grade
- Last Name
- First Name

Speech Therapy Indicator Primary Disability Special Education Grade Instructional Setting Code Regional Day School Data
 ROSPO Dist Of Svc

☐ Program Information

☐ Program Information

☐ Secondary Disability ☐ Tertiary Disability ☐ Multi Disability ☐ Child Count Funding Code ☐ Early Childhood Intervention
☐ Early Childhood Special Education (ECSE) ☐ ECSE Service Location ☐ Intellectual Disability Code ☐ Adaptive PE ☐ Wiley 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

☐ Related Services

☐ Adaptive Equipment ☐ Art Therapy ☐ Assistive Technology ☐ Audiological Services ☐ Corrective Therapy
☐ Braille Materials ☐ Braille Transcribing ☐ Braille Writing ☐ Braille Writing Materials ☐ Braille Writing Services ☐ Braille Writing Supplies

☐ Under **Program Information** select all fields for **Extended School Year Services**.

☐ Click **Create Report**.

▪ Once the report opens users can:

- ☐ Select **Sort/Filter**
- ☐ Select **Filter Criteria**
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select **Extended Sch Yr Services**.
 - From the **Operator** dropdown select “=”.
 - In the **Value** field enter “1”.
- ☐ Click **OK**

Update

Use the following screen **in the applicable school year's data** to add or update this entity.

Special Education > Maintenance > Student Sp Ed Data > Current Year > Program Information 2

DEMOGRAPHIC DATA PROGRAM INFORMATION 1 **PROGRAM INFORMATION 2** DATES CHILD RESTRAINT INSTRUCTORS

Program Information

Intellectual Disability Code:
 FIE Report Date:
 Adaptive PE:
 Weekly Spec Ed Instruction Time:
 Vocational Education:
 IEP Services Initiated:
 Print Profile: ☒
 Non-Public School Name:
 Medicaid Eligible: ☐
 TX Medicaid ID:

Extended School Year Services

Extended School Year Services: ☐
 Extended School Year Services Hours:
 Extended School Year Services Speech Hours:

Hearing/Visually Impaired

Date of Hearing Exam:
 Degree of Hearing Loss:
 Date of Visual Exam:
 Right Eye Snell Correct:
 Left Eye Snell Correct:

- Bilingual/ESL Summer School, Flexible Attendance, and ADSY

Verify

Generate the following report **in the applicable school year's data** to verify students who participated in the **Bilingual/ESL Summer School** program, have flexible attendance by participating in the **Optional Flexible School Day Program (OFSDP)**, or participated in the **Additional Days School Year (ADSY)** program.

SRG1200 - Student Status Changes by Program

Date Run:

City-Dist: 001-908

Campus: 001

Student Status By Program Changes

001 School

Sch Year:

Program ID: SRG1200

Page: 1 of 6

Local Programs:

Stu ID	Student Name	Grd	SSN	Entry Dt	Exit Dt	Wd Rsn	Local Program	TEA Cd	Code 1	Code 2	Code 3	Code 4
006940	ALLEN, KARL D	09	XXX-XX-XXXX	08-05-20			504	12				
006940	ALLEN, KARL D	09	XXX-XX-XXXX	08-05-20			ECH	06				
006282	BELL, LEON C	09	XXX-XX-XXXX	08-05-20			PTC	07				
006257	BROOKS, VINCENT F	09	XXX-XX-XXXX	08-05-20			PTC	07				
008998	COOK, TONY D	09	XXX-XX-XXXX	08-05-20			PTC	07				
006271	CROSS, GORDON J	09	XXX-XX-XXXX	08-05-20			ECH	06				
006261	DANIELS, JESUS L	09	XXX-XX-XXXX	08-05-20			PTC	07				
006463	DAVIS, CHARLIE H	09	XXX-XX-XXXX	08-05-20			ECH	06				
006434	DUNN, LESTER H	09	XXX-XX-XXXX	08-05-20			PTC	07				
006286	FIELD, HECTOR D	09	XXX-XX-XXXX	08-05-20			PTC	07				
006487	FOWLER, CHRISTIAN F	09	XXX-XX-XXXX	08-05-20			PTC	07				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20			DYS	04				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20			504	12				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20			PTC	07				
006946	FREEMAN, DEAN R	09	XXX-XX-XXXX	08-05-20			PTC	07				
006259	GIBBS, BRETT	09	XXX-XX-XXXX	08-05-20			ECH	06				

When generating this report enter "Y" in the **Print Local Programs** parameter.

Filter the data using the following values:

- **Bilingual/ESL Summer School participants**, TEA Cd = 19.
- **OFSDP participants**, Local Program = FCR.
- **ADSY participants**, TEA Cd = 20.

This report does not include a **Sort/Filter** option. It is recommended to export the report to **Excel** to apply filtering as needed.

Update

Use the following screens **in the applicable school year's data** to add and update this data.

Registration > Maintenance > Student Enrollment > Local Programs

The screenshot displays the 'LOCAL PROGRAMS' section of a software interface. At the top, a navigation bar includes tabs for DEMO1, DEMO2, DEMO3, GRADUATION, AT RISK, CONTACT, W/IN ENROLL, SPEC ED, G/T, BIL/ESL, TITLE I, PHS, and LOCAL PROGRAMS. Below this, there are two main data entry sections:

- Local Programs for TEA:** A table with columns: Delete, Campus, Entry Date, Exit Date, Reason, Local Program, TEA Code, Code 1, Code 2, Code 3, and Code 4. The table is currently empty, showing 'no rows'. An 'Add' button is located at the bottom right of this section.
- Other Local Programs:** A similar table with the same columns: Delete, Campus, Entry Date, Exit Date, Reason, Local Program, Code 1, Code 2, Code 3, and Code 4. This table is also empty, showing 'no rows'. An 'Add' button is located at the bottom right of this section.

NOTE: Enter **Additional Days Program (ADSY)** and **Summer School BIL/ESL** in the **Local Programs** for TEA grid. Enter **OFSDP Credit Recovery (FCR)** in the **Other Local Programs** grid.

▪ **ADSY**

- Enter the **ADSY track number** in **Code 2**. This is required for:
 - Correct entry date processing.
 - The student to appear on the **ADSY Attendance** screens.

▪ **OFSDP (FCR)**

- Enter the **Flex Attendance eligibility code (7 or 8)** in **Code 1**, since the student's regular school year eligibility code cannot be changed.
- Enter the **FCR (OFSDP) track number** in **Code 2**. This is required for:
 - Correct entry date processing.
 - The student to appear on the **OFSDP Attendance** screens.

NOTE: For an incoming kindergarten student who is not currently enrolled but will attend the district the following school year, see **VII. Enrollment** for additional enrollment requirements.

- [Summer Course Completion](#)

To report **Career and Technical Education (CTE)**, **Dual Credits**, **College Preparatory English Language Arts**, and **College Preparatory Mathematics** courses taken during the summer, enter them on *Prior Yr Transfer* and use the applicable **Extended Year submission year** in the School Ending Year field.

Note: These reports affect CCMR and Funding.

Verify

Create the following report **in the applicable school year's data** to verify Summer Course Completion Data.

NOTE: This is the same report created to verify the **Section** entity data in the **V. Teaching and Learning** section of the guide.

The screenshot shows a web-based form for creating a report. At the top are buttons for 'Save', 'Create Report', and 'Delete'. Below these is a 'Report Template' section with a 'Public' checkbox and a dropdown menu, followed by 'Retrieve' and 'Directory' buttons. The 'Report Title' section has a text input field. To the right are 'Campus Options' (radio buttons for 'Campus 001' and 'All Campuses', with 'All Campuses' selected) and 'Semester Options' (radio buttons for 'All semesters', 'Sem 1', 'Sem 2', 'Sem 3', and 'Sem 4', with 'All semesters' selected). Below these is a 'Demo 1' section with a checkbox and a list of fields to include. The fields are arranged in a grid: 'Sch Yr' (checked), 'Track' (unchecked), 'Middle Name' (unchecked), 'TX Unique Stu ID' (unchecked), 'Campus ID' (checked), 'Orig Entry' (unchecked), 'Gen' (unchecked), 'Sex' (unchecked), 'Student ID' (checked), 'Withdrawal Dt' (unchecked), 'Nickname' (unchecked), 'DOB' (unchecked), 'Grade' (unchecked), 'Last Name' (checked), 'SSN' (unchecked), 'Hispanic/Latino' (unchecked), 'Entry Dt' (unchecked), 'First Name' (checked), 'Masked SSN' (unchecked), 'Aggregate Race/Ethnicity' (unchecked). Below this grid is a 'Race' section with radio buttons for 'White', 'Black/African American', 'Asian', 'American Indian/Alaskan Native', and 'Hawaiian/Pacific Isl'. At the bottom are checkboxes for 'Elig Code', 'Eco Disadvan', 'Rep Excl', 'Active Cd', and 'Control Num'.

☐ Under **Demo 1** select any fields you'd like included on the report. It is recommended to include:

- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name

☐ Rank

☒ **Prior Year/Transfer Courses**

☒ School Yr	☒ Campus	☒ District ID	☒ Title	☒ Loc Crs
☒ Service ID	☒ Service ID Type	☒ Service ID Descr	☒ Crs Credit	☒ Verify Grd Avg
☒ AAR Use	☒ Grade Avg	☒ CRS Special Consider	☒ Sem 1 Grade	☒ Sem 2 Grade
☒ Sem 3 Grade	☒ Sem 4 Grade	☒ Excused Sem1	☒ Excused Sem2	☒ Excused Sem3
☒ Excused Sem4	☒ Grd Lvl	☒ Crs Seq	☒ GA Wgt	☒ GA Tbl
☒ GP Use 1	☒ GP Use 2	☒ GP Use 3	☒ GP Use 4	
☒ Credit Hrs	☒ Pass/Fail	☒ Loc Sec	☒ Entry Date	☒ End Date

☐ District Course Offered CYR

☐ Title ☐ Core Crs ☐ Service ID ☐ Service ID Descr ☐ Textbook ISBN

Under **Prior Year/Transfer Courses** select any fields you'd like included on the report. It is recommended to include all fields.

☐ Click **Create Report**.

Once the report opens, use the **Sort/Filter** functionality to display only courses taken during the summer and verify which students should be reported. This report can also be used to confirm that all course completion reporting requirements have been met.

Course Completion Reporting Requirements

For Course Completions to be reported in the **Extended Year Submission**, the student must be enrolled using **Prior Year Transfer** records tied to a valid course-section. The course and section must exist in the Campus Master Schedule for the submission year, the entry and end dates must be populated, and all students in the same course-section must share the same entry date. Only eligible course-sections for **Career and Technical Education (CTE)**, **Dual Credits**, **College Preparatory English Language Arts**, and **College Preparatory Mathematics** will be reported.

Update

Use the following screens **in the applicable school year's data** to add and update this data.

[Grade Reporting](#) > [Maintenance](#) > [Student](#) > [Individual Maint](#) > [Prior Yr Transfer](#)

School Ending Year	Default ID	Current ID	Std Lvl	Std Lvl Cat	Num Per Total	Num Total Points	Num Avg	Std PT Mar	Std PT Total Points	Std PT Avg	4 Point Total Points	4 Point Avg	4 Point Total Points	4 Point Avg	Excellence	Rank Type	Number of Students	Rank Type	Ready To Report

Title	Service ID	Std ID Desc	Std ID Title	Sem 1	EDC Std 1	Std Points	Sem 2	EDC Std 2	Std Points	Sem 3	EDC Std 3	Std Points	Sem 4	EDC Std 4	Std Points	Sem 5	EDC Std 5	Std Points	Credits	Credits Type	Finalist	EDC Final	EDC Score	Len GPA	Len Sec	Dis Sec	Anti Lifes	Sem GPA	SA Title	SDS Title	Std Title

Leavers

Verify

Generate the following report **in the applicable school year's data** to verify the Leaver data.

Date Run: 8/4/2026 10:00 PM CDT
 Cnty-Dist: 001-905
 Campus: 001

Leaver Report
 001 School
 Sch Year: 2027

Program ID: SRG7001
 Page: 1 of 6

Student Name	Unique ID	Local ID	S Grd Lvl	e Race / x Ethnicity	As- Of LDE	Withdraw Date	Leaver Reason Code	Drop out	Eco Dis	Spec Ed	Mig	G/T	EB	Lang Instru Pgm	At- Risk IMM	Associate Degree	Grad Date	Grad Type	Industry Based Certifications		
																			IBC Cert	IBC Result	Date Taken
			09	F	W/H	I	10/29/2026	98	98	99	N	N	N	N	Y	N		34			
				M	W/H	I	11/05/2026	98	98	01	N	N	N	N	Y	N		34			
			09	M	W/H	I	10/15/2026	60		01	N	N	Y	N	Y	N		34			
			09	F	W/H	I	10/01/2026	60		01	N	N	N	N	Y	N		34			



IMPORTANT: Leavers are reported in the Extended Year Submission based on the **ExitWithdrawType (Reason)** in the **applicable school year**.

For students marked as **No Show** in the new school year who do not enroll by the end of the Start Window, update the **prior school year** record with the leaver code.



If the leaver code is only updated in the **NEW** school year **ONLY**, it will **NOT** be included in the Extended Year Submission.

- **Leaver Reporting Scenarios (Grades 7-12):**

Leaver reporting varies based on when and why a student exits. The following scenarios outline how each type of leaver is reported.

Leavers - Non-Graduates

Examples: Transfers, dropouts, and withdrawals during the school year.

Reported at the time of withdrawal. **ExitWithdrawDate** and **ExitWithdrawType** are captured in the current-year **StudentSchoolAssociation** record.

Leavers - Early Graduates

Examples: Students who complete graduation requirements early and withdraw before the end of the school year.

Report these students at the time of withdrawal. **ExitWithdrawDate** and **ExitWithdrawType** are captured in the current-year **StudentSchoolAssociation** record.

Leavers - Regular Year-End Graduates

Who this affects: Grade 12 students who graduate at the end of the school year.

Beginning with the 2025–2026 reporting year, TEA requires **ExitWithdrawDate** and **ExitWithdrawType = 01 (Graduated)** to be reported in the current-year **StudentSchoolAssociation** record for Summer and Extended Year PEIMS submissions.

Leavers - No-Shows

Who this affects: Students enrolled on the last day of the prior school year who do not re-enroll by the current year's School Start Window (SSW).

Reported in the prior-year **StudentSchoolAssociation** record using **ExitWithdrawDate** and a valid **ExitWithdrawType**. LEAs have until the School Start Window to determine whether the student enrolled in another Texas public

school before reporting the student as a no-show leaver.

Update

Use the following screens **in the applicable school year's data** to add and update the student's records.

- Use this screen for current year data:

Registration (Current Year) > Maintenance > Student Enrollment > W/R Enroll

The screenshot shows the 'W/R ENROLL' screen in the PEIMS system. The top navigation bar includes tabs: DEMO1, DEMO2, DEMO3, GRADUATION, AT RISK, CONTACT, **W/R ENROLL**, SPEC ED, G/T, BIL/ESL, TITLE I, PRS, LOCAL PROGRAMS, and PK ENROLL. Below the navigation bar is a table with columns: Delete, Details, Campus, Entry Date, Exit Date, Reason, ET Verify, Status, Exclusion, Grade, Elig Cd, CTE Elig, Track, Attrib Cd, Camp Res, Camp Acc, Comments, and Res Fac. The table contains one record with the following values: Campus: 001, Entry Date: 08-13-2026, Exit Date: 08-13-2026, Reason: 44, Status: No Show, Grade: 11, Elig Cd: 1, CTE Elig: [checked], Track: 00, Attrib Cd: --, Camp Res: --, Camp Acc: --, Comments: [red flag icon], Res Fac: [checkbox]. Below the table is an 'Add' button. At the bottom, there are input fields for: Campus (001), Status Cd (No Show), Track (00), Residential Facility (checkbox), Entry Date (08-13-2026), Exclusion Code (dropdown), Attribution Cd (dropdown), Exit Date (08-13-2026), Grade Level (11), Camp Resid (dropdown), Reason (44), Eligibility Code (1), Camp Account (dropdown), ET Verify (dropdown), and CTE Elig (checked).

- Use this screen for historical data:

Registration (Previous Year) > Maintenance > Student Enrollment > W/R Enroll

The screenshot shows the 'W/R ENROLL' screen in the PEIMS system, similar to the previous one but for historical data. The top navigation bar is the same. The table has the same columns as the previous screenshot. The record in the table has the following values: Campus: 001, Entry Date: 08-13-2025, Exit Date: --, Reason: [red flag icon], Status: 2, Grade: 11, Elig Cd: 1, CTE Elig: [checked], Track: 00, Attrib Cd: --, Camp Res: --, Camp Acc: --, Comments: [red flag icon], Res Fac: [checkbox]. Below the table is an 'Add' button. At the bottom, there are input fields for: Campus (001), Status Cd (2), Track (00), Residential Facility (checkbox), Entry Date (08-13-2025), Exclusion Code (dropdown), Attribution Cd (dropdown), Exit Date (--), Grade Level (11), Camp Resid (dropdown), Reason ([red flag icon]), Eligibility Code (+33), Camp Account (dropdown), ET Verify (dropdown), and CTE Elig (checked).

- Summer IBC & Associate Degrees

Verify

Generate the following report **in the applicable school year's data** to verify IBC and Associate degree information.

SRG7000 - Student Graduation Program Listing

Date Run: 11:44 AM CDT		Student Graduation Program Listing										Program ID: SRG7000					
City-Dist: 001-608		001 School										Page: 1 of 7					
Campus: 001		Sch Year: 20															
Student Name	Unique ID	Local ID	Grd Lvl	Sex	Race / Ethnicity	At-Of LDE	Diploma				Graduation Program		IGC Review	Associate Degree		Endorsements	
							Grad Dt	Grad Type	IGC Grad	Fin Aid	TX First Early HS	DLA Grad	FHSP Distig Part	Est. Dt	Indicator	Earned Dt	Endment Status
ALLEN, BRADLEY L	392189622	006995	12	F	W	H	40	0			N	Y	N			MDS	P
Industry Based Certifications																	
							Cert	Result	Date Taken	Vendor Num	Exam Fee	Bg Check Cost					
							1033	02	05/01/20	740	\$10.00	\$0.00					
							990	01	04/09/20	1000	\$160.00	\$0.00					
							511	01	02/11/20	1100	\$50.00	\$50.00					
BELL, ROY	728132852	001300	12	M	WH	H	34	0			N	Y	N			MDS	P
BLACK, ERIC J	734397247	007271	12	F	WH	H	34	0			N	Y	N	Applied Arts (AAA)	07/01/20	MDS	P
BRADY, COREY J	242352354	006905	12	M	WH	H	34	0			N	Y	N			MDS	P

Run this report for grade levels 9-12.

Users can use this list to identify students in grades 9-12 who earned or passed an IBC exam between June 1 and August 31 of the current school year and students in grades 11 and 12 who earned an associate degree in the summer (through August 31).

Update

Use the following screens **in the applicable school year's data** to add and update this data.

- Use this screen if your LEA is NOT using the Graduation Plan:

Registration > Maintenance > Student Enrollment > Graduation

VII. Enrollment

The **Enrollment** domain provides the enrollment and withdrawal information for a student and the relationship between a particular education organization. It is dependent on **Student Identification and Demographics** Domain: **Student**, **Parent**, and **StudentParentAssociation** Entities.

- [Entities](#)
 - StudentSchoolAssociation
 - StudentEducationOrganizationResponsibilityAssociation

- [Verify](#)

SRG1200 - Student Status Changes by Program

Create the following report **in the applicable school year's data** to verify this data.

Date Run: 12:49 PM	Student Status By Program Changes	Program ID: SRG1200													
City-Dist: 001-908	001 School	Page: 1 of 8													
Campus: 001	Sch Year: 20														
Enrollment Records:															
Stu ID	Student Name	Grd	SSN	Orig Entry	Entry Dt	Exit Dt	Wd Rsn	Stat	Exclsn	Elig	Trk	Attrib	Camp Res	Camp Account	ET Verify
006940	ALLEN, KARL D	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006299	BARTLETT, GLEN H	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006282	BELL, LEON C	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
008999	BROOKS, TYRONE K	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006257	BROOKS, VINCENT F	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
008998	COOK, TONY D	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006271	CROSS, GORDON J	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006261	DANIELS, JESUS L	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006463	DAVIS, CHARLIE H	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006434	DUNN, LESTER H	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006286	FIELD, HECTOR D	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
007314	FOSTER, KYLE D	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006487	FOWLER, CHRISTIAN F	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006284	FOWLER, TODD T	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				
006946	FREEMAN, DEAN R	09	XXX-XX-XXXX	08-05-20	08-05-20			1	3	01	06	082-903-001			
006259	GIBBS, BRETT	09	XXX-XX-XXXX	08-05-20	08-05-20			1		1	01				

When generating this report enter “Y” in the **Print Enroll Records** parameter.

- [Update](#)

Use the following screen **in the applicable school year's data** to add and update this data.

Registration > Maintenance > Student Enrollment > W/R Enroll

The screenshot shows the 'W/R ENROLL' form. At the top, there are tabs for DEMO1, DEMO2, DEMO3, GRADUATION, AT RISK, CONTACT, W/R ENROLL (selected), SPEC ED, G/T, BIL/ESL, TITLE I, PPS, LOCAL PROGRAMS, and PK ENROLL. Below the tabs is a table with columns: Delete, Details, Campus, Entry Date, Exit Date, Reason, ET Verify, Status, Exclusion, Grade, Elig Cd, CTE Elig, Track, Attrib Cd, Camp Res, Camp Acc, Comments, and Res Fac. The table contains one row with data: 001, 08-12-20, --, --, 2, --, 10, 1, [checked], 00, --, --, --, --, --. Below the table is a form with input fields for: Campus (001), Entry Date (08-12-20), Exit Date (--), Reason (--), ET Verify (--), Status Cd (2), Exclusion Code (--), Grade Level (10), Eligibility Code (1), Track (00), Attribution Cd (--), Camp Resid (--), Camp Account (--), and Residential Facility (checkbox). There are also dropdown menus for Status Cd, Track, and Eligibility Code.

Responsibility Descriptor Code 05 (Non-Enrolled Bilingual/ESL Summer School Participant) is reported in the **StudentEducationOrganizationResponsibility** entity for students with **Student Characteristic Descriptor 19** (Bilingual/ESL Summer School) who have **ADA eligibility code 0**. These students may also be assigned a **status code of 5**.

NOTE: An incoming kindergarten student who participates in the Bilingual/ESL Summer School program before beginning kindergarten must be enrolled in the applicable Extended Year submission year.

On **W/R Enroll**, assign the student **Record Status Code 5 - Not currently enrolled in district, but will attend next year**. Then assign the student the **Summer School BIL/ESL** local program (*Registration > Maintenance > Student Enrollment > Local Programs*). These entries allow the student to be included in the applicable Extended Year PEIMS submission.

VIII. Student Identification and Demographics

The **Student Identification and Demographics** domain **StudentEducationOrganizationAssociation** entity captures demographic and similar characteristics of a student that are specific to a student's relationship with a particular education organization. It is dependent on the **Enrollment** Domain.

- **Entities**
 - **StudentEducationOrganizationAssociation**

- **Verify**

Create the following reports and use the screen **in the applicable school year's data** to verify this data.

SRG1200 - Student Status Changes by Program

Registration > Reports > Create Registration Report

Under **Demographic Information** select the fields to include in the report. The following fields are recommended:

- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name
- Sex
- Hispanic/Latino

Under **Race** include all of the available race options.

- **Update**

Use the following screens **in the applicable school year's data** to add and update this data.

Registration > Maintenance > Student Enrollment > Demo 1

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

Demographic Information

Grade: 23 Entry On: 08-12-2017 Track: 30 Orig Entry: 08-12-2017 Withdrawal On: -- Portal ID: jplawWidB1

Name: CLARANCE First: MIDDLE Last: WALLACE Gen: M Nickname: --

Social Security Number: -- SIN: 516-26-2367 Prior SIN: 516-26-2367 Texas Unique Student ID: 1121563952 Medicaid Eligible: -- Medicaid ID: --

Sex: M DOB: 04-24-2010 Hispanic/Latino: [X] Aggregate Race/Ethnicity: H - Hispanic

White: [X] Black/African American: [] Asian: [] American Indian/Alaskan Native: [] Hawaiian/Pacific Is: []

Phone / Address

Address: -- Phone No: 516 208 5317 Cell Ph No: -- E-mail: --

Rating: 7/54 Address: -- City: -- State: TX Zip: 47477 Duplicate: --

Physical: 7/54 Address: -- City: -- State: TX Zip: 47477

Student Indicators

Eligibility Code: 1 Record Status: 2

Attribution Code: -- NGP: --

Campus ID Field: -- Child Find: SPN-01: []

Active CE: 1 Active Child Find: SPN-02: []

City Residence: 100 As of Status Last Friday October: 6 Excl: [X]

Reporting Excl: -- As of Status Last Day Enrollment: 14 Excl: [X]

Current / Next Year Information

Control Num: 170 Next Yr Enroll: []

Here Last Yr: [] Next Yr Camp: []

CY Xbr Factor: -- CY Xbr Factor: -- NY Xbr Factor: [X]

CY Team Code: [] NY Team Code: []

Economic Disadvantage

Delete	Descriptor	Begin Date	End Date
[X]	02	08-12-2017	09-03-2018
[X]	01	09-03-2018	--

Foster Care

Delete	Descriptor	Begin Date	End Date
No Rows			

Military Connected

Delete	Descriptor	Begin Date	End Date
No Rows			

Attendance Dates

Campus	From Std Lst	Thru Std Lst
No Rows		

Registration > Maintenance > Student Enrollment > Demo 2

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

Adult Previous Attendance

Delete	Descriptor	Begin Date	End Date
[X]	01	--	--

Homeless Status

Delete	Descriptor	Begin Date	End Date
No Rows			

Early Reading Indicator

Delete	Descriptor	Begin Date	End Date
No Rows			

Full Time Hybrid Virtual Program

Delete	Descriptor	Begin Date	End Date
No Rows			

Unaccompanied Youth

Delete	Descriptor	Begin Date	End Date
No Rows			

Unschooling Asylee Refugee

Delete	Descriptor	Begin Date	End Date
No Rows			

Tuency Indicators

Excessive Unexcused Absence: [X] Campus: 001 Date: 11-15-2018

Tuency Prevention Measure: [] Campus: -- Date: --

Tuency Complaint Filed: [] Campus: -- Date: --

Dyslexia

Delete	Details	Entry Date	Exit Date	Reason	Risk	Exempt Item	No Secs	EP	SSEC	Sec 39.023
[X]	[X]	--	--	--	--	[X]	[X]	[X]	[X]	[X]

Entry Information

Entry Date: -- Exit Date: -- Reason: --

Dyslexia Risk: --

Screening Exception Reason: --

No Services: []

IER/Sec 504 Services: []

SSEC/Trained Staff: []

Section 39.023 Modifications: []

Registration > Maintenance > Student Enrollment > BIL/ESL

DEMO1	DEMO2	DEMO3	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	
		001	08-12-20	--		5				
										Add

Home Language:

Student Language:

Yrs US Sch:

Date HLS Admin:

Campus:

EB Cd:

Par Perm Cd:

Lang Instru Program Svc:

BIL/ESL Fund Cd:

Exit Date:

Reason:

OLPT English Test

OLPT Spanish Test

Type:

Date:

Score:

Type:

Date:

Score:

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

IX. Alternative and Supplemental Services

The **Alternative and Supplemental Services** domain provides program information such as Title I, Special Education, and Emergent Bilingual. It is dependent on **Student Identification and Demographics** Domain: **StudentEducationOrganizationAssociation** Entity.

- **Entities**
 - [Program]
 - StudentCTEProgramAssociation
 - StudentLanguageInstructionProgramAssociation
 - StudentSpecialEducationProgramAssociation
 - StudentTitlePartAProgramAssociation

- **Verify**

Create the following report and use the screen **in the applicable school year's data** to verify this data.

SRG1200 - Student Status Changes by Program

Date Run: 2:23 PM	Student Status By Program Changes										Program ID: SRG1200			
Cnty-Dist: 001-908	101 School										Page: 3 of 3			
Campus: 101	Sch Year: 20													
Special Education Records:														
Stu ID	Student Name	Grd	SSN	Entry Dt	Exit Dt	Wd Rsn	Pri Disab	Instruct Set	Multi Disab	Speech	Reg Day Sch Deaf	RSDPD Dist of Svc		
006846	WEBSTER, DWAYNE T	05	XXX-XX-XXXX	08-05-20			08	41	No	2	0			
Bilingual/ESL Records:														
Stu ID	Student Name	Grd	SSN	Entry Dt	Exit Dt	Wd Rsn	EB Cd	Par Perm Cd	Lang Instru Program Svc	Bil/ESL Fund Cd	Stu Lang	Home Lang	HLS Admin Date	Yrs US Sch
008623	ANDREWS, ALVIN K	PK	XXX-XX-XXXX	08-05-20	--		1	K	003	E1	01	01	07-24-	
008531	GALLAGHER, WILLIAM T	PK	XXX-XX-XXXX	08-05-20	--		1	K	003	E1	2Q	2Q	05-01-	
008935	LANG, ROGER L	PK	XXX-XX-XXXX	08-26-20	--		1	K	003	E1	98	01	06-09-	

When generating this report enter "Y" in the **Print Bilingual/ESL Records** and **Print Special Ed Records** parameters.

- **Update**

Create the following screens **in the applicable school year's data** to add and verify this data.

Registration > Maintenance > Student Enrollment > BIL/ESL

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	WIR 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	
		001	08-12-20	--		5				
Add										
Home Language: 01 Student Language: 01 Yrs US Sch: 6 Date HLS Admin: -- Campus: 001 Entry Date: 08-12-20 Exit Date: -- Reason: +33 EB Cd: 5 Par Perm Cd: Lang Instru Program Svc: BIL/ESL Fund Cd: OLPT English Test Type: Date: -- Score: OLPT Spanish Test Type: Date: -- Score:										

Student Education Organization Association Entity.

- **Entities**
 - Course
 - CourseOffering
 - Section
 - StudentSectionAssociation

- Verify

Grade Reporting > Reports > Create Grade Reporting Report

☐ Under **Demo 1** select any fields you'd like included on the report. It is recommended to include:

- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name

Under **Prior Year/Transfer Courses** select any fields you'd like included on the report. It is recommended to include all fields.

☐ Click **Create Report**

- Once the report opens users can:

Sort/Filter

☐ Sort Criteria

☒ Filter Criteria

Add Criterion Delete Selected

	Column	Operator	Value	Logical
☐	School Yr	=	2026	AND
☐	CRS Special Consider	=	R	OR
☐	CRS Special Consider	=	DR	OR
☐	CRS Special Consider	=	RD	OR

OK Cancel

- ☐ Select **Sort/Filter**
- ☐ Select **Filter Criteria**
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select **School Yr**. **NOTE:** Be sure to select **School Yr** and not **Sch Yr**.
 - From the **Operator** dropdown select “=”
 - In the **Value** field enter the year of the submission.
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select “**CRS Special Consider**”
 - From the **Operator** dropdown select “=”
 - In the **Value** field enter “**R**”
- ☐ Click **Add Criterion**
 - From the Logical dropdown on the previous row select “**OR**”
 - From the **Column** dropdown select “**CRS Special Consider**”
 - From the **Operator** dropdown select “=”
 - In the **Value** field enter “**DR**”.
 - Add another criterion using the same settings and enter “**RD**” in the **Value** field.
- ☐ Click **OK**

Users can use this list to verify students who completed a **Career and Technical Education (CTE), Dual Credit, College Preparatory English Language Arts, or College Preparatory Mathematics** course during the Summer.

• Update

Create the following screen **in the applicable school year’s data** to add and verify Summer Course Completion Data.

Grade Reporting > Maintenance > Student > Individual Maint > Prior Yr Transfer

XI. Student Academic Record

The **Student Academic Record** domain provides the cumulative record of academic achievement for a student and the final record of a student's performance in their course at the end of a semester or school year. It is dependent on **Student Identification and Demographics** Domain: **StudentEducationOrganizationAssociation** Entity.

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*.

This is the **same report created** to verify the **Section** entity data in the **V. Teaching and Learning** section of the guide.

- **Entities**
 - StudentAcademicRecord
 - CourseTranscriptExt

- **Verify**

Create the following reports **in the applicable school year's data** to verify Summer Course Completion Data.

Grade Reporting > Reports > Create Grade Reporting Report

☐ Under **Demo 1** select any fields you'd like included on the report. It is recommended to include:

- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name

Under **Prior Year/Transfer Courses** select any fields you'd like included on the report. It is recommended to include all fields.

☐ Click **Create Report**

Once the report opens, use the **Sort/Filter** functionality to filter the report as needed. Users can use this list to verify students the **CourseTranscriptExt** entity data.

SRG7000 - Student Graduation Program Listing

Date Print: 11:44 AM CDT		Student Graduation Program Listing										Program ID: SPRG7000					
City-Dist: 001-608		001 School										Page: 1 of 7					
Campus: 001		Sch Year: 20															
Student Name	Unique ID	Local ID	Grd Lvl	Sex	Race / Ethnicity	As-Of LDE	Diploma			Graduation Program		IGC Review		Associate Degree		Endorsements	
							Grad Dt	Grad Type	IGC Grad	Fin Aid	TX First Early HS	DLA Grad	FHSP Part	FHSP Distig Part	Est. Dt	Earned Dt	Indicator
ALLEN, BRADLEY L	392189622	005955	12	F	W	H	40	0			N	Y	N			MDG	P
Industry Based Certifications																	
Cert	Result	Date Taken	Vendor Nbr	Exam Fee	Bg Check Cost												
1033	02	05/01/20	740	\$10.00	\$0.00												
590	01	04/09/20	1000	\$160.00	\$0.00												
611	01	07/11/20	1160	\$50.00	\$50.00												
BELL, ROY	728132852	001300	12	M	WH	H	34	0			N	Y	N			MDG	P
BLACK, ERIC J	734397247	007271	12	F	WH	H	34	0			N	Y	N	Applied Arts (AAA)	07/01/20	MDG	P
BRADY, COREY J	242252354	005635	12	M	WH	H	34	0			N	Y	N			MDG	P

Run this report for grade levels 9-12.

- Update

Use the following screens **in the applicable school year's data** to add and update Summer Course Completion Data.

Grade Reporting > Maintenance > Student > Individual Maint > Prior Yr Transfer

Use the following screens **in the applicable school year's data** to update the **StudentAcademicRecord** entity data.

- Use this screen if your LEA is NOT using the Graduation Plan:

Registration > Maintenance > Student Enrollment > Graduation

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

Graduation

Graduation Type: Graduation Date:

AAR Grad Plan: Texas Grant Eligibility:

Cert of CrsWk Date Completed: College Entry: ☐

CPR-AED Date Completed: Speech Date Completed:

Peace Officer Interact Date Completed:

Texas First Early HS Completion Pgm:

IGC Reviewed: ☐ Established Date: IGC Graduate: ☐

Financial Aid Application

Status:

Met Date:

Foundation High School Program

College Career Instruction: ☐

Foundation CrsWk: Distinguished CrsWk:

STEM: Date Completed:

Public Services: Date Completed:

Business and Industry: Date Completed:

Multi Disciplinary Studies: Date Completed:

Arts and Humanities: Date Completed:

Industry Based Certification

Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Background Check Cost	Reimburse	Enrolled
no rows.								

[Add](#)

- Use this screen if your LEA is USING the Graduation Plan:

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:

Foundation	Endorsement	Distinguished	STARR EOC Assessments	College Readiness	Diagnostic Info
4 English (English 1-3 & 1 Adv) 3 Math (Algt, Geo, & 1 Adv) 3 Science (Bio, IPC or Adv & 1 Adv) 3 SS (US H, EcoGovt & WG or WH) 2 Language Other Than English 1 Fine Arts 1 Physical Education 6 Electives (22 Credits) 0 - Not Participating	(22 Credits) 1 Math (Adv) 1 Science (Adv) 2 Electives (26 Credits) 0 - Not Participating	(26 Credits) with 4 Science 1 Algebra 2 Endorsement 0 - Not Participating	English 1: Meets English 2: Meets Algebra 1: Approaches Biology 1: Meets US History: Meets English 3: -- -- Algebra 2: -- -- Cum GPA: 92.07142 Cum Rank: 49	ACT Composite: -- -- ACT PLAN Composite: -- -- PSAT Old Combined: -- -- PSAT New Combined: -- -- SAT Section Scores: -- -- SAT Combined: -- -- SAT Section Scores: -- -- TSA Scores: -- -- TSA2 Math-Diag: -- -- Math: -- -- College Readiness: -- -- TSI Required: -- --	Dyslexia: -- -- LEP: -- -- Migrant: -- -- G/T: -- -- Spec Ed: -- -- Retained: -- --

Accelerated Learning Plan

Monitor Plan
-- --
-- --
-- --
-- --
-- --
-- --

Parent's Educational Expectation

Financial Aid Application

Status:

Met Date:

Endorsements

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

STEM: Date Completed:

Public Services: Date Completed:

Business and Industry: Date Completed:

Multi Disciplinary Studies: Date Completed:

Arts and Humanities: Date Completed:

PGP 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.

Student Signature: Date:

Parent Signature: Date:

Counselor Signature: Date:

Industry Based Certification

Delete	Certification	Date Taken	Result	Exam Fee	Vendor Nbr	Background Check Cost	Reimburse	Enrolled
No Rows.								

[Add](#)

XI. Student Attendance

The **Student Attendance** domain provides the daily attendance information for students. Attendance data for Additional Days School Program (ADSY), Extended School Year, and Optional Flexible School Day Program (OFSDP) Credit Recovery program is reported in this submission. It is dependent on **Student Identification and Demographics** Domain: **StudentEducationOrganizationAssociation** Entity.

- [Entities](#)
 - BasicReportingPeriodAttendance
 - BilingualESLProgramReportingPeriodAttendance
 - CTEProgramReportingPeriodAttendance
 - ExtendedSchoolYearServicesAttendance
 - FlexibleBilingualESLProgramReportingPeriodAttendance
 - FlexibleCTEProgramReportingPeriodAttendance
 - FlexibleRegularProgramReportingPeriodAttendance
 - FlexibleSpecialEducationProgramReportingPeriodAttendance
 - SpecialEducationProgramReportingPeriodAttendance
 - SpecialProgramsReportingPeriodAttendance
 - StudentProgramAttendanceEvent
 - StudentSchoolAttendanceEvent
- [Verify](#)
- [Update](#)

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**.



Back Cover