


# 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 (School System) process.

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TIP: How to review, save or print a report.

**Review the report using the following buttons**:

Click First to go to the first page of the report.
Click ◀ to go back one page.
Click ▶ to go forward one page.

Click Last 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:

**Security Administration**

- Verify all roles and users are correct.

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# Verify and Update ASCENDER Data

## I. Education Organization

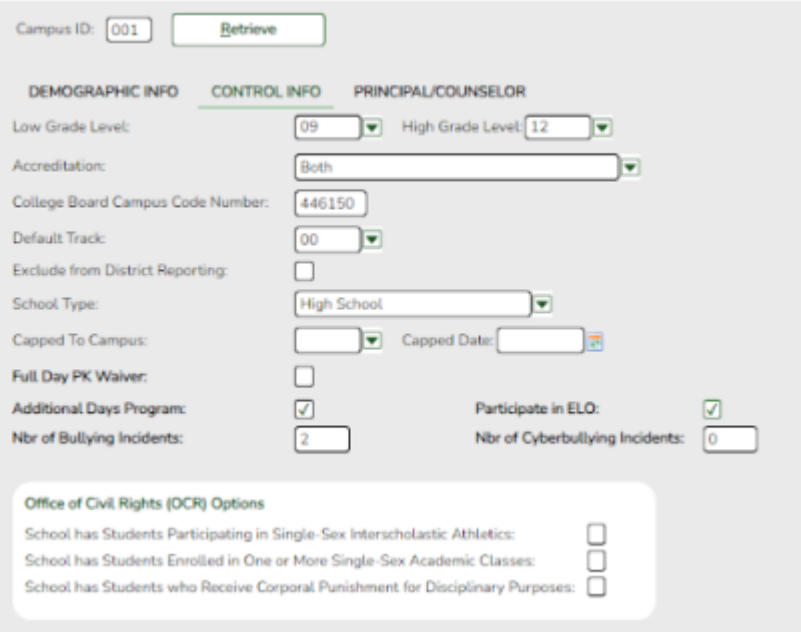
For the PEIMS Extended Year Submission, the Education Organization domain provides information about any public school, charter, education service center, organization or agency.

- Entities
  - LocalEducationAgency
  - School

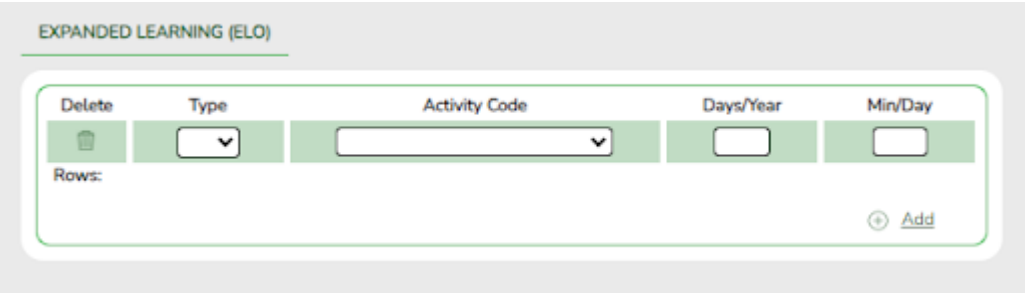
- Verify and Update Data

  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***




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




## II. School Calendar

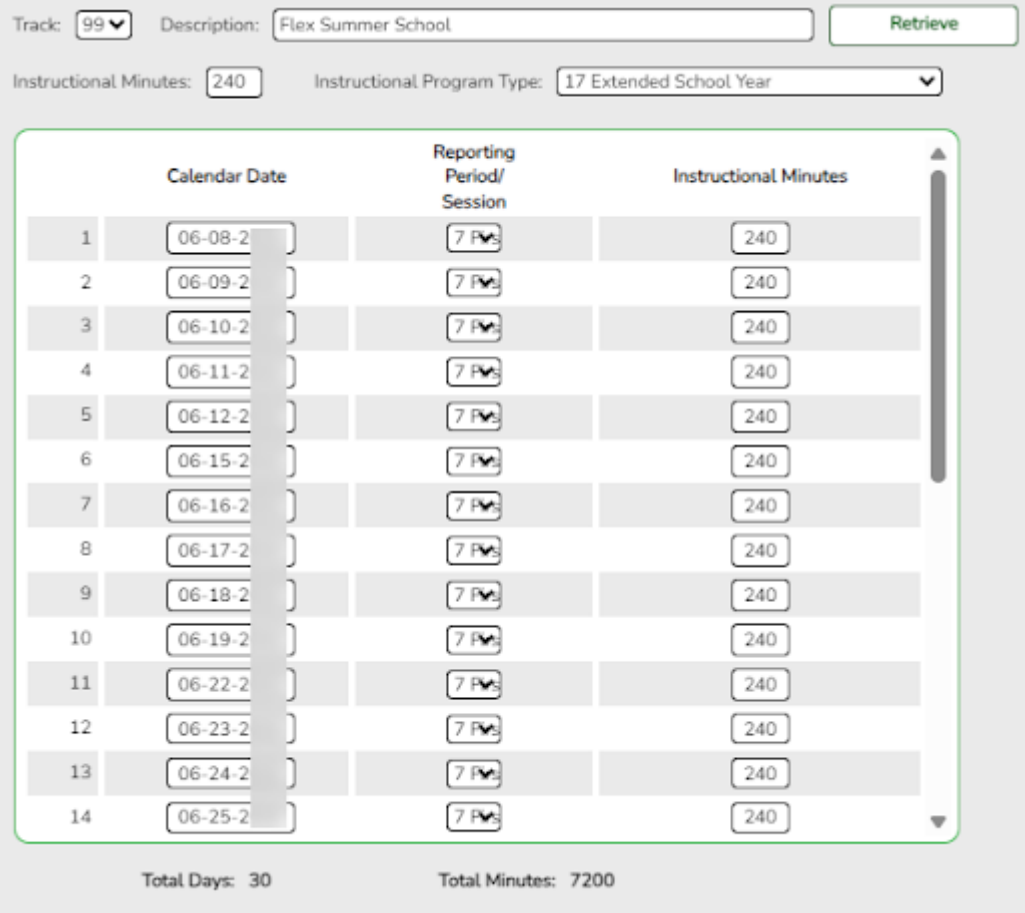
For the PEIMS Extended Year Submission, the **School Calendar** domain provides calendar information for the Optional Flexible School Day Program (OFSDP) Credit/Promotion Recovery Program, the Extended School Year Program, and the Additional Days School Year Program. It. is dependent on the **Education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




## 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.

**NOTE**: This section is used only to verify district-provided programs. Individual student records are verified and updated in the **VI. Student Identification and Demographics section**.

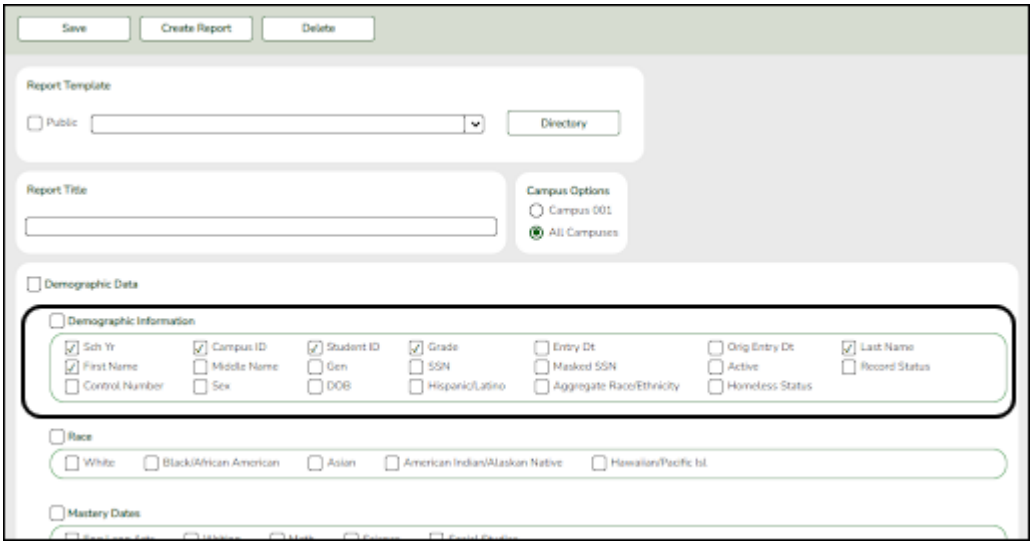
- Entity
  - Program

- 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.

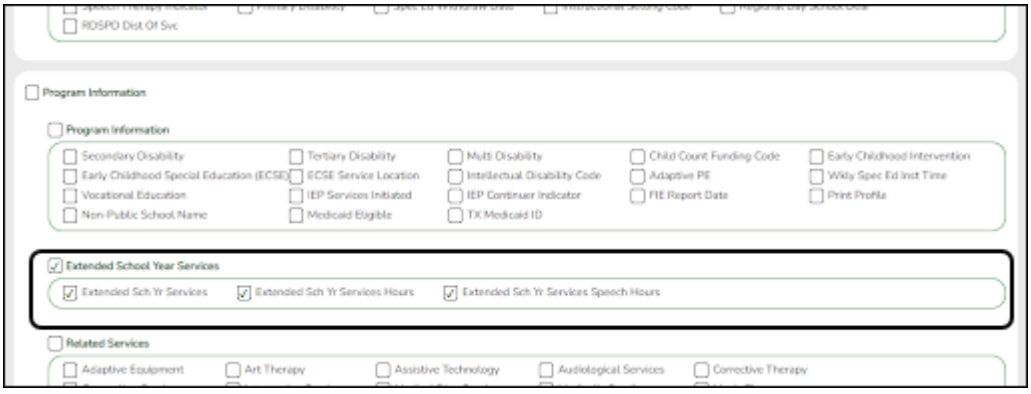
### *Special Education > Reports > Create Special Ed CY Report*

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**

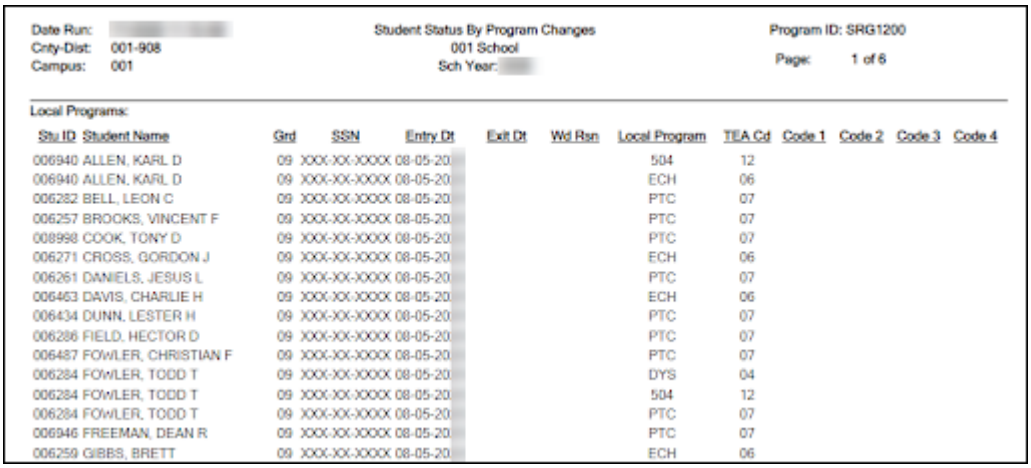
- Once the report opens users can:
  - ❑ Select **Sort/Filter**

- ❑ 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

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***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 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** parameters.

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

## 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 teachers teaching students in the **Additional Days School Year (ADSY)** program 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.




❑ 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

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***Personnel > Reports > User Created Reports***




❑ 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

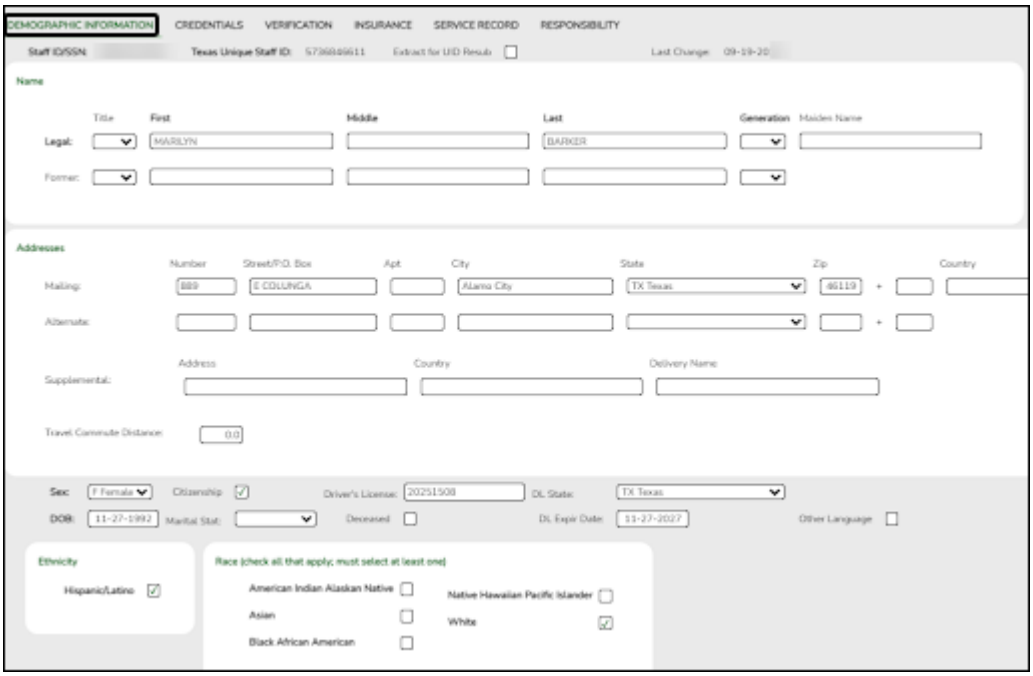
❑ Click **Create Report**

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

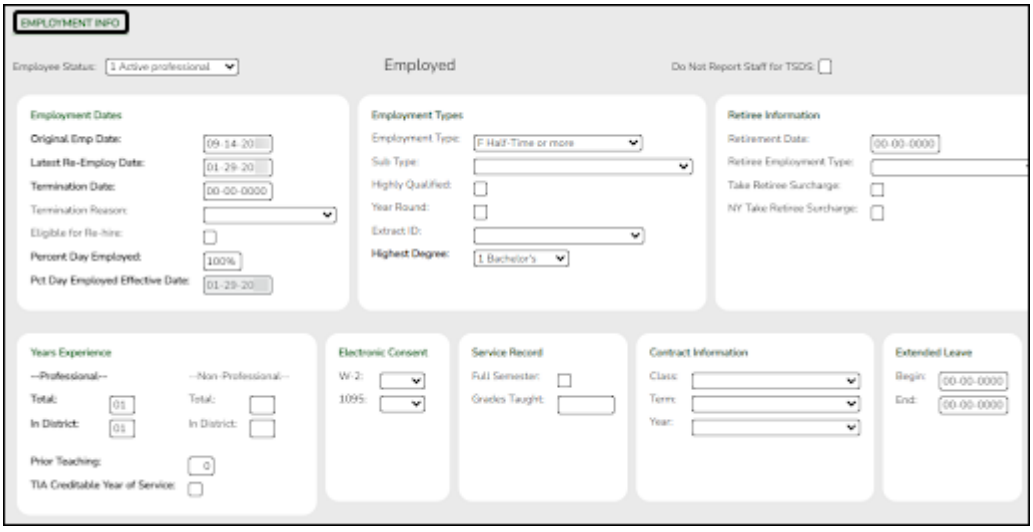
- Update Data

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

***Personnel > Maintenance > Staff Demo > Demographic Information***




***Personnel > Maintenance > Employment Info***




## 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 both the **Staff** domain along with the **Staff** and **StaffEducationOrganizationEmploymentAssociation** entities.

- Entities
    - Course
        - CourseOffering
            - Section
                - StaffSectionAssociation

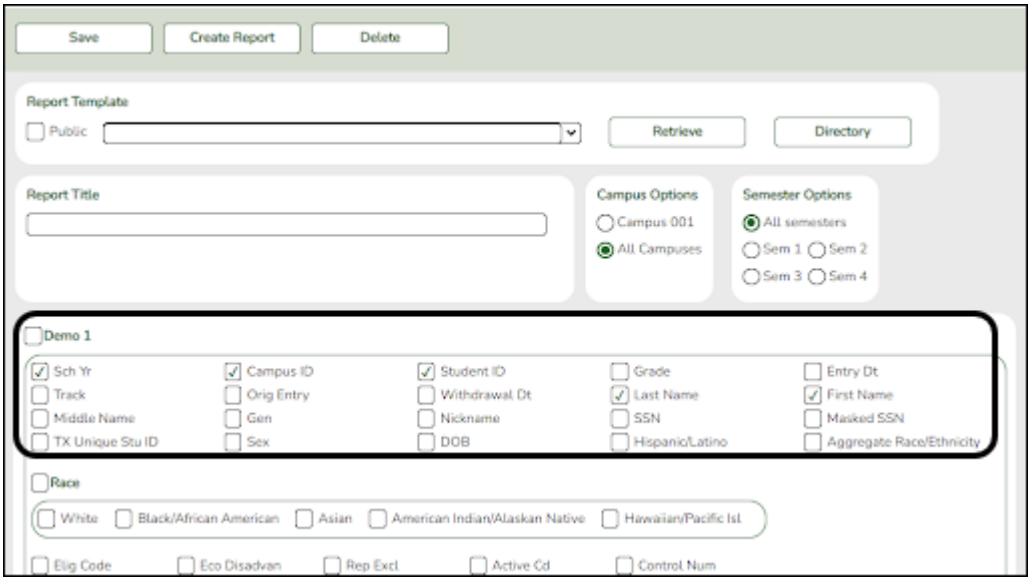
- Verify and Update Section Entity Data

**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.

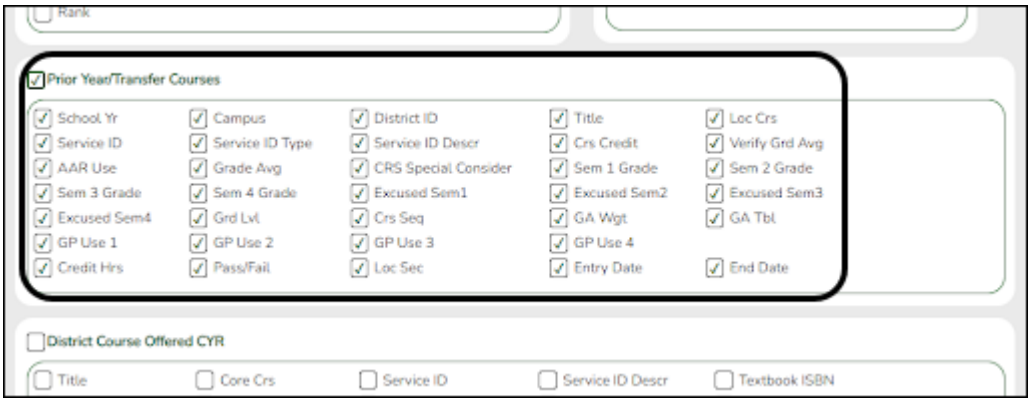
Create the following report **in the applicable school year's data** to identify the summer course sections that must be verified on the **SGR0110 - Master Schedule PEIMS (Grd Rpting)** report.

***Grade Reporting > Reports > Create Grade Reporting Report***




❑ 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



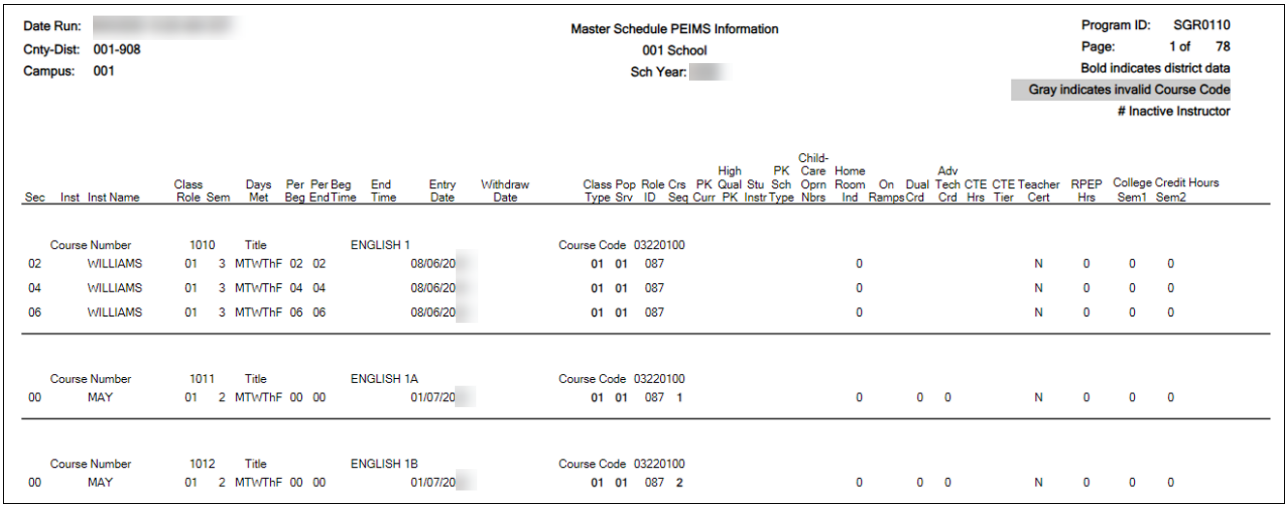

☐ Under **Prior Year/Transfer Courses** select the fields to include in the report. It is recommended that you include all fields.

☐ 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.

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



Date Run:
Cnty-Dist: 001-908
Campus: 001

Master Schedule PEIMS Information
001 School
Sch Year:

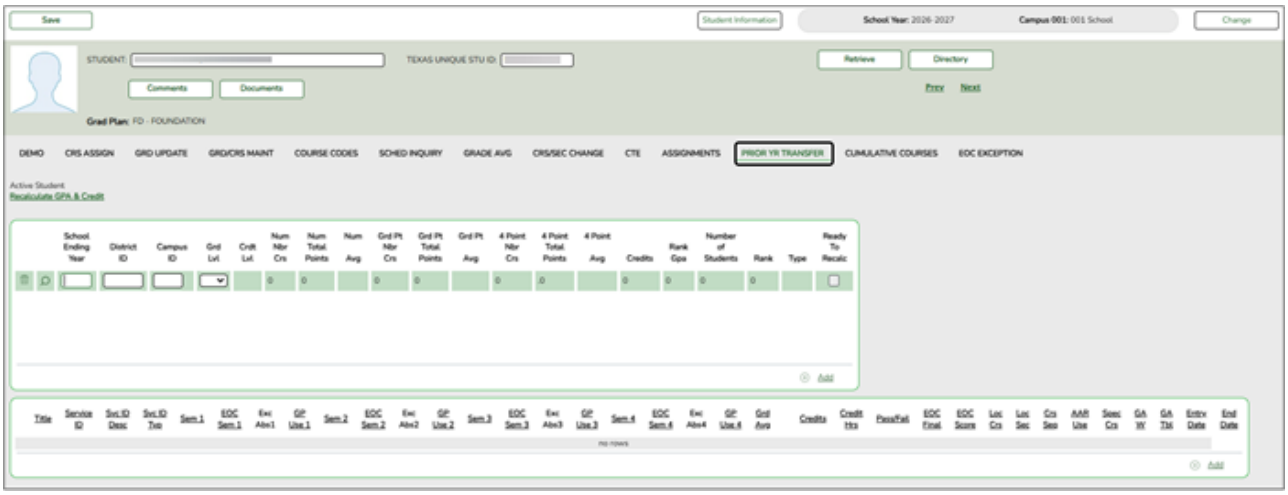
Program ID: SGR0110
Page: 1 of 78
Bold indicates district data
Gray indicates invalid Course Code
# Inactive Instructor

| Sec | Inst | Inst Name | Class Role | Sem | Days Met | Per Beg | Per End | Beg Time | End Time | Entry Date | Withdraw Date | Class Type | Pop Srv | Role ID | Crs Seq | PK Curr | High Qual PK | Stu Instr | PK Sch Type | Child-Care Oprn Nbrs | Home Room Ind | On Ramps | Dual Crd | Adv Tech Crd | CTE Hrs | CTE Tier | Teacher Cert | RPEP Hrs | College Sem1 | Credit Hours Sem2 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 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 |
| 04 | | WILLIAMS | 01 | 3 | MTWThF | 04 | 04 | | | 08/06/20 | | 01 | 01 | 087 | | | | | | | 0 | | | | | | N | 0 | 0 | 0 |
| 06 | | WILLIAMS | 01 | 3 | MTWThF | 06 | 06 | | | 08/06/20 | | 01 | 01 | 087 | | | | | | | 0 | | | | | | N | 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 |
| 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 |

## 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**

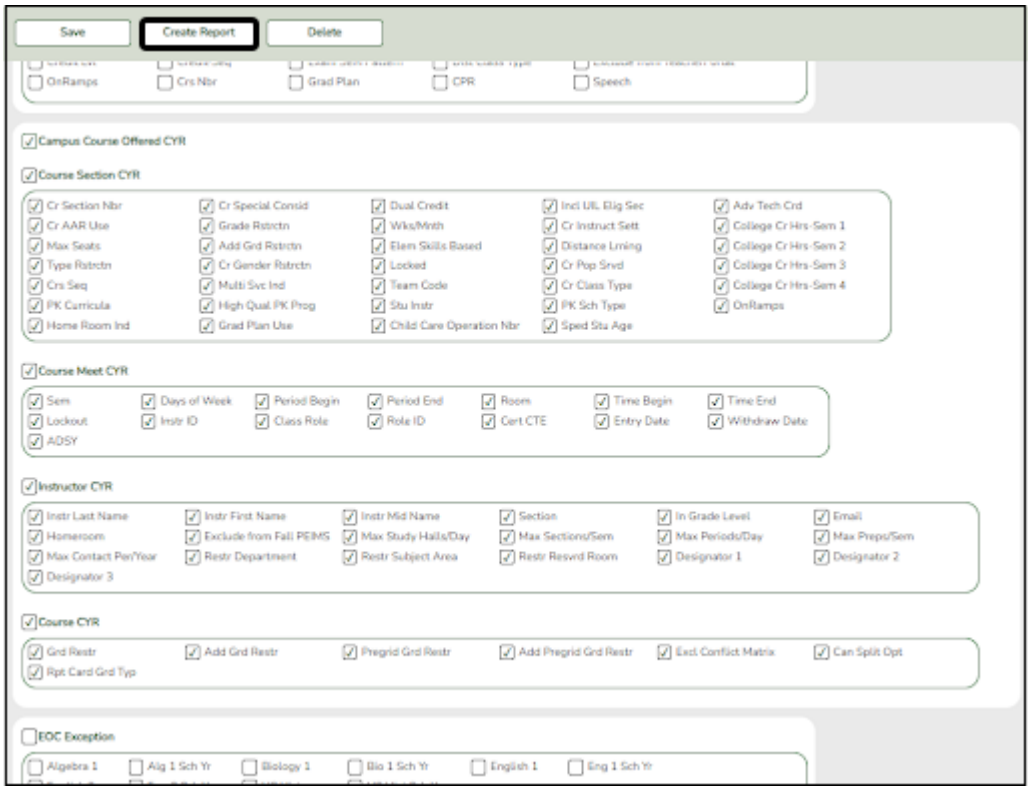
Only report StaffSectionAssociations for teachers who provide instruction in the **Additional Days School Year (ADSY)** program.

A StaffSectionAssociation is reported only when both of the following condictions 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***




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

❑ Click **Create Report**.

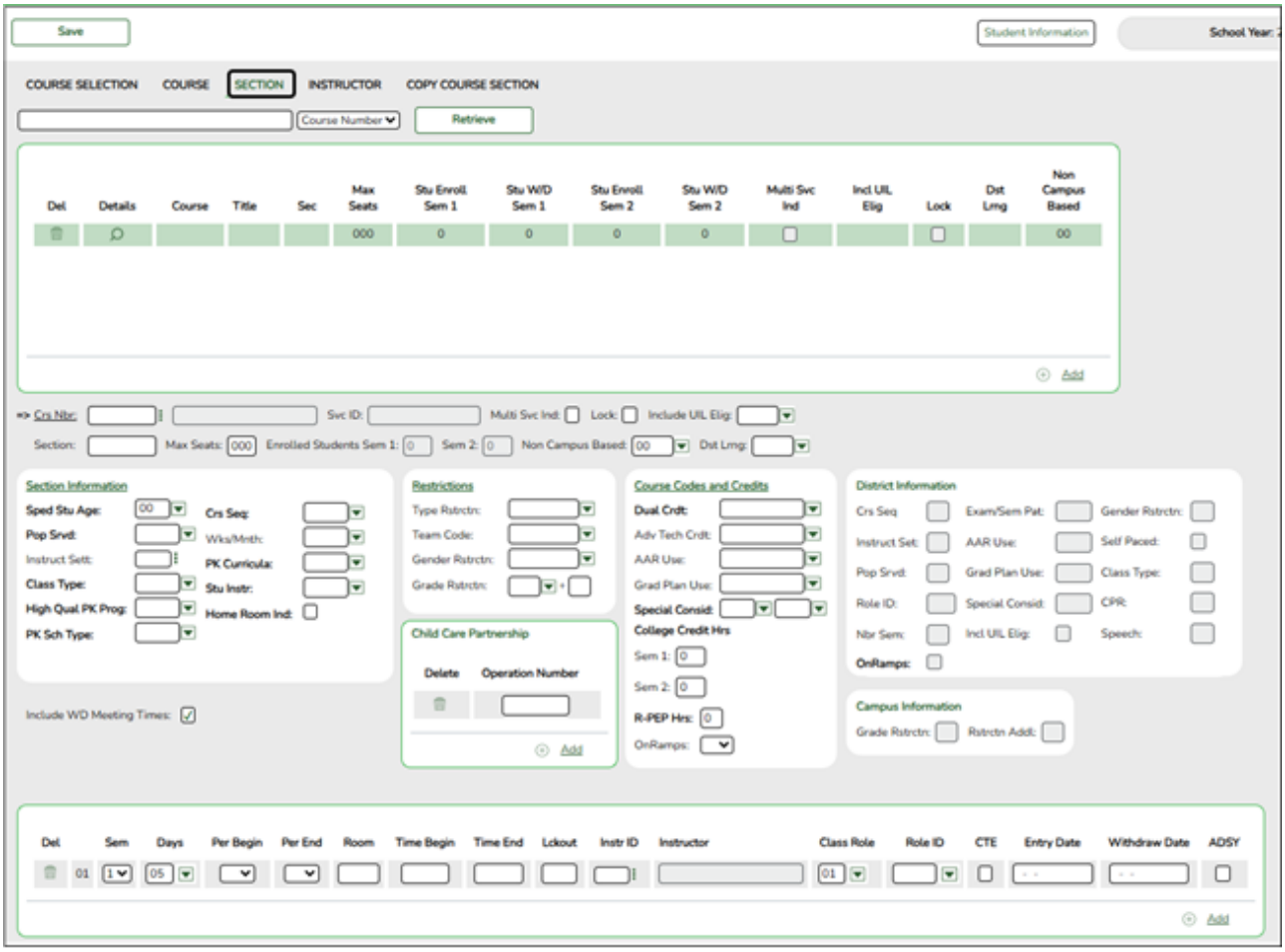
- Once the report opens users can:
  - ❑ Select **Sort/Filter**
  - ❑ Select **Filter Criteria**
  - ❑ Click **Add Criterion**
    - From the **Column** dropdown select **ADSY**
    - From the **Operator** dropdown select "**=**"
    - In the **Value** field enter "**Y**".
  - ❑ Click **OK**

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***




## 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, the **Alternative and Supplemental Services** domain, and the **Program** entity.

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

1. Students who received Extended School Year (ESY) services.
2. Students who participated in the Bilingual/ESL Summer School program,
3. Students with flexible attendance,
4. 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
5. 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).

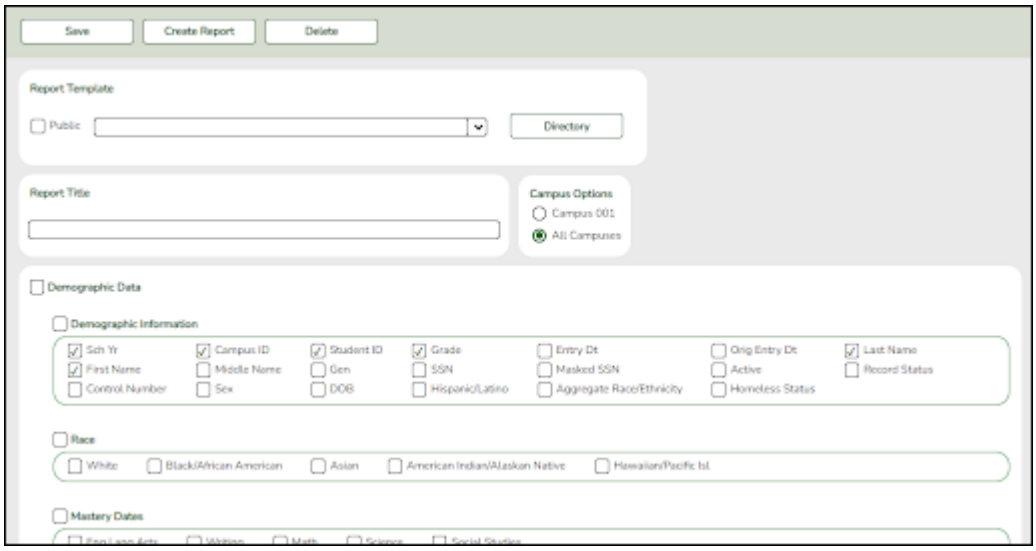
- Entities
  - Student

- Verify and update the students included in the categories for the PEIMS Extended Year Submission:
  - Extended School Year (ESY)

**Verify**

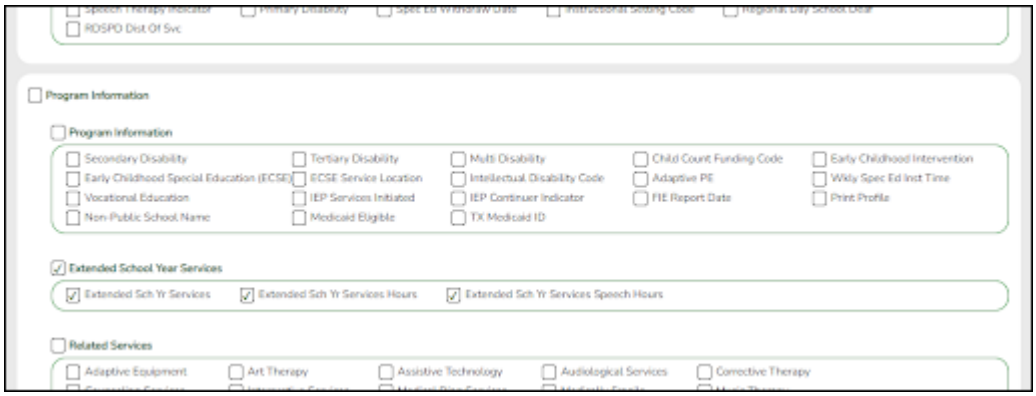
Create the following report **in the applicable school year's data** to verify students who received **Extended School Year** services.

***Special Education > Reports > Create Special Ed CY Report***




❑ 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




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

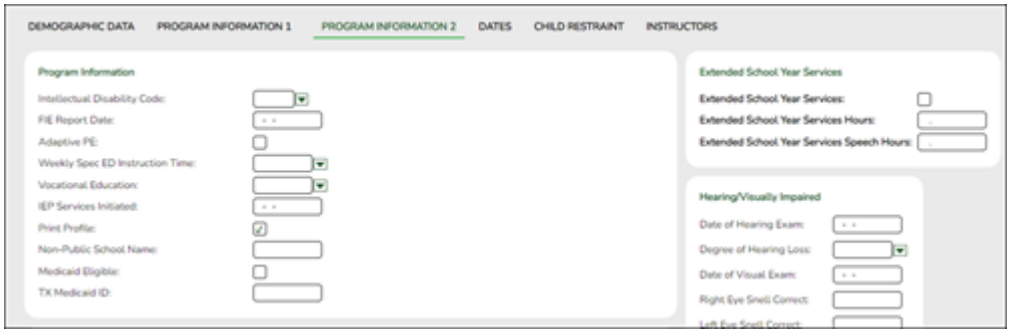
❑ Click **Create Report**.

- 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***



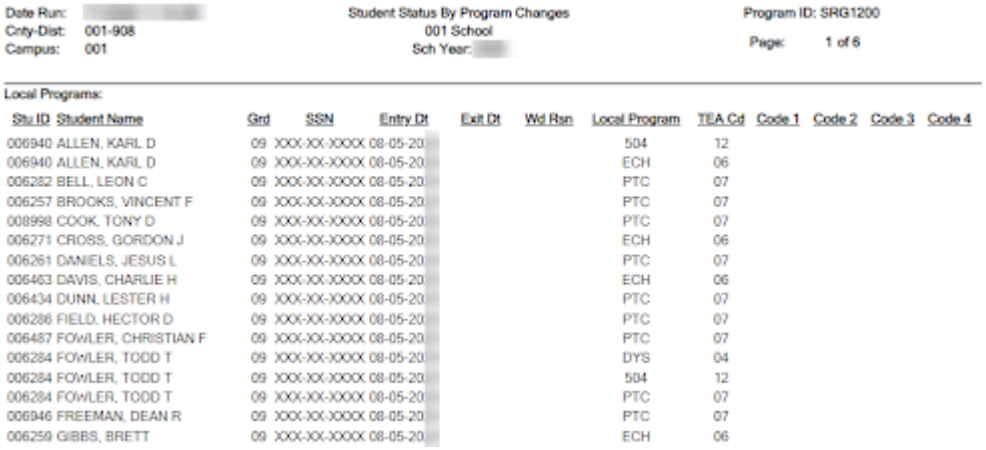

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- Bilingual/ESL Summer School, Flexible Attendance, and ADSY

### 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:
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 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:

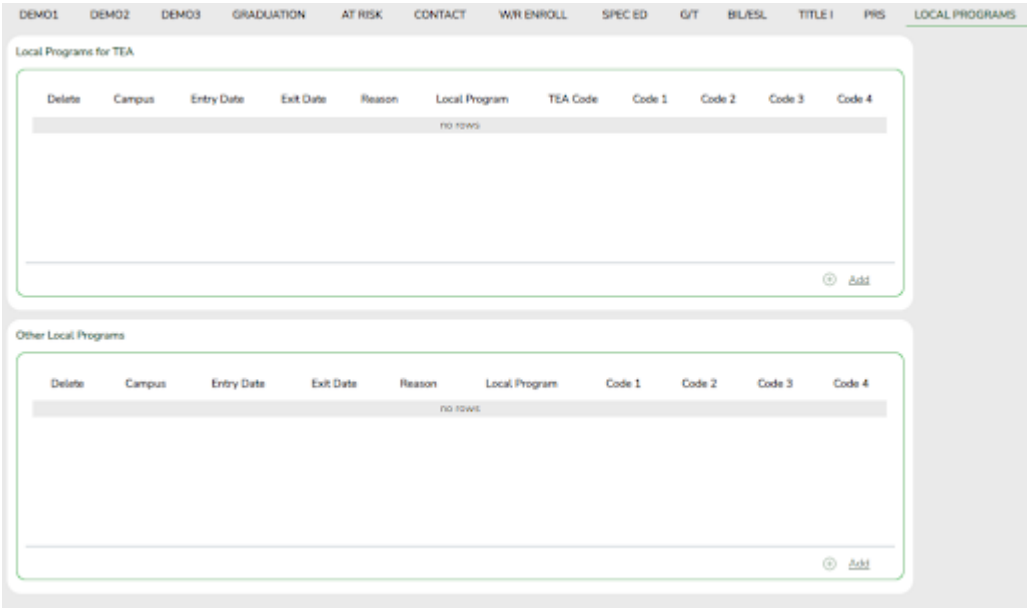
- **Bilingual/ESL Summer School participants**, TEA Cd = 19.
- **OFSDP participants**, Local Program = FCR.
- **ADSY participants**, TEA Cd = 20.

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***




**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

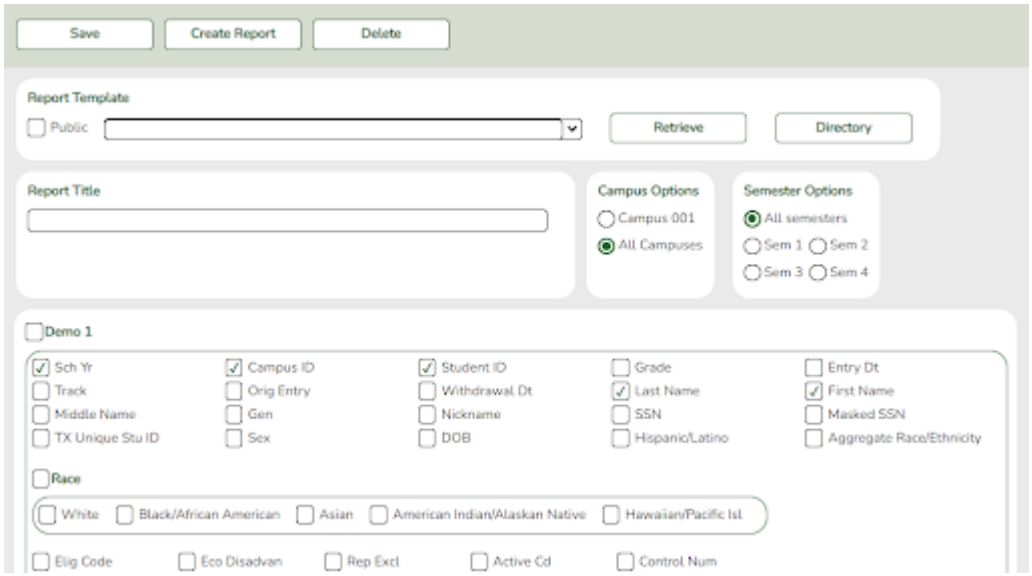
To report **Career and Technical Education (CTE)**, **Dual Credits**, **College Preparatory English Language Arts**, and **College Preparatory Mathematics** courses taken during the summer, enter them on *Prior Yr Transfer* and use the applicable **Extended Year submission year** in the School Ending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

**Note**: These reports affect CCMR and Funding.

### Verify

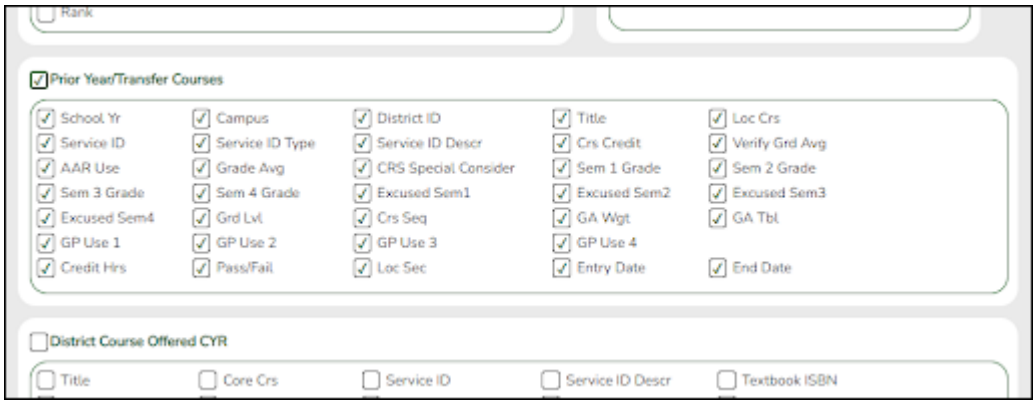
Create the following report **in the applicable school year's data** to verify Summer Course Completion Data.

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




❑ 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 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.

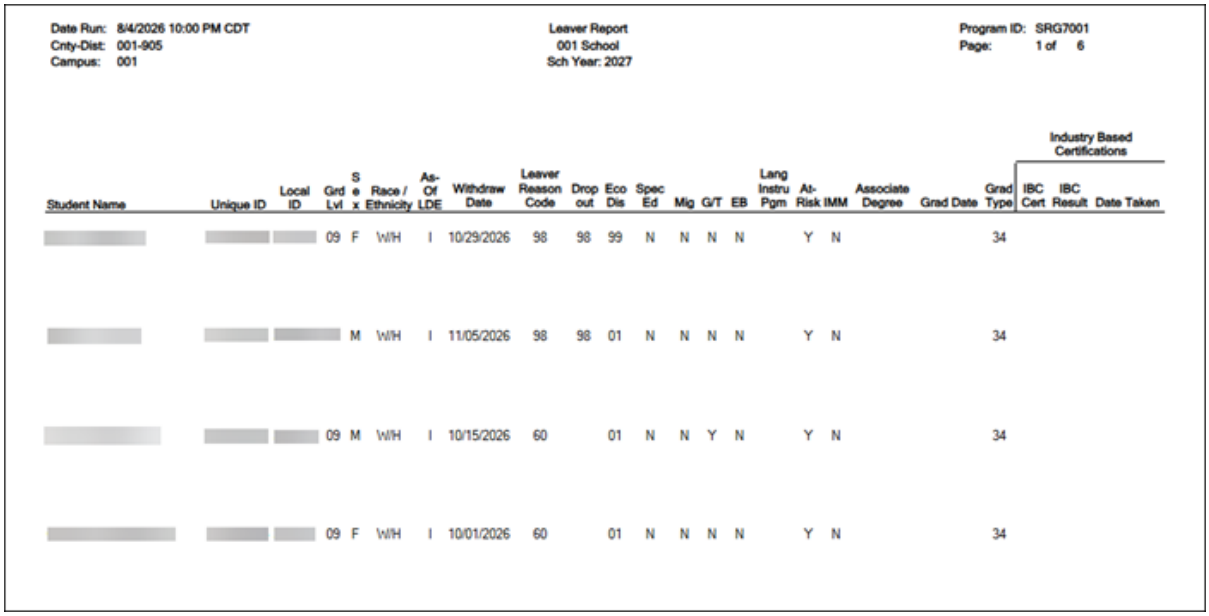
***Grade Reporting > Maintenance > Student > Individual Maint > Prior Yr Transfer***



- 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 | Grd Lvl | Sex | Race / 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| [redacted] | [redacted] | [redacted] | 09 | F | W/H | I | 10/29/2026 | 98 | 98 | 99 | N | N | N | N | | Y | N | | | 34 | | | |
| [redacted] | [redacted] | [redacted] | M | | W/H | I | 11/05/2026 | 98 | 98 | 01 | N | N | N | N | | Y | N | | | 34 | | | |
| [redacted] | [redacted] | [redacted] | 09 | M | W/H | I | 10/15/2026 | 60 | | 01 | N | N | Y | N | | Y | N | | | 34 | | | |
| [redacted] | [redacted] | [redacted] | 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

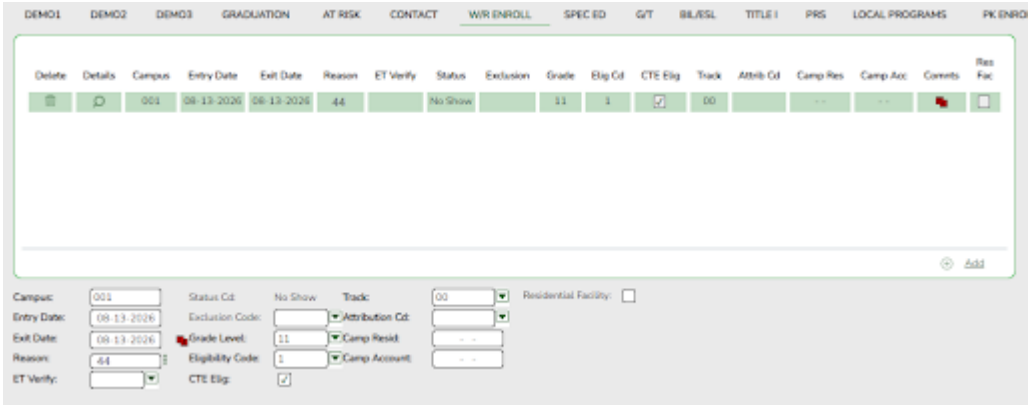
school before reporting the student as a no-show leaver.

### Update

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

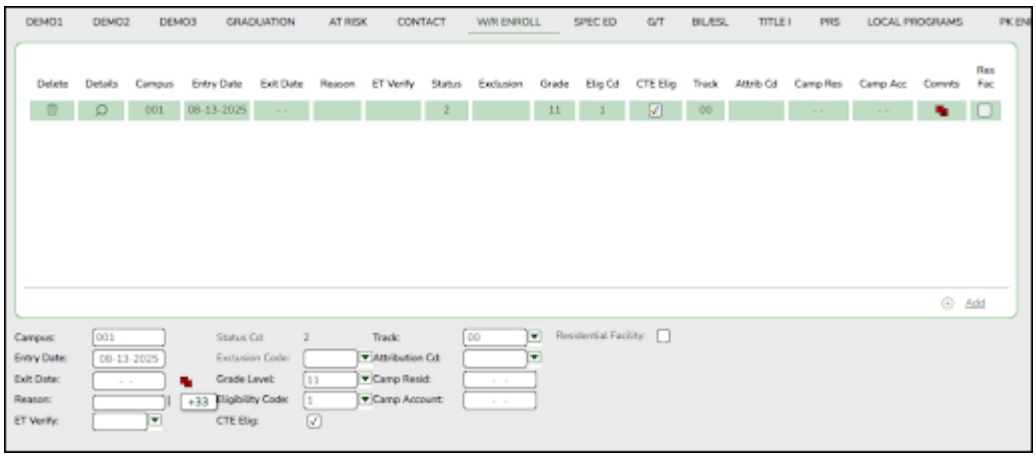
- Use this screen for current year data:

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




- Use this screen for historical data:

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

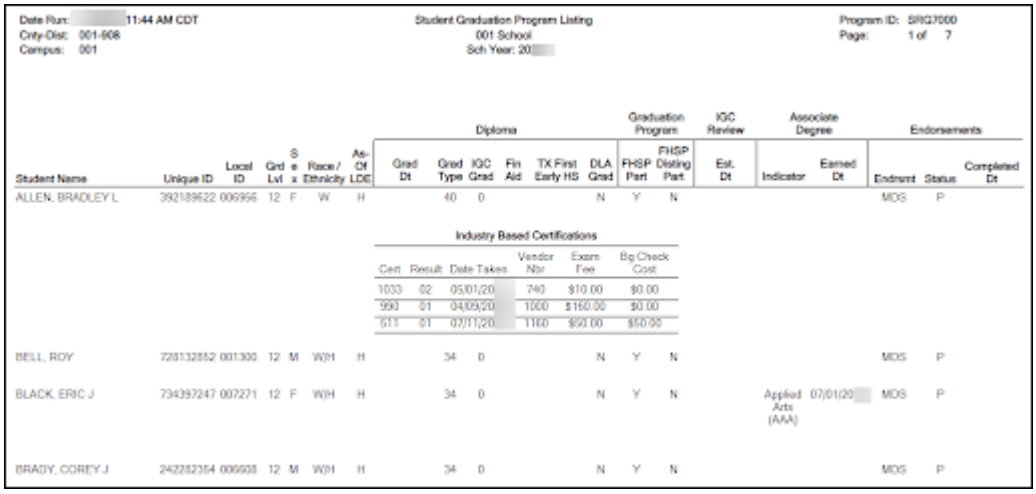


- Summer IBC & Associate Degrees

### 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
Cnty-Dist: 001-908
Campus: 001

Student Graduation Program Listing
001 School
Sch Year: 20

Program ID: SRG7000
Page: 1 of 7

| Student Name | Unique ID | Local ID | Grd Lvl | Sex | Race / Ethnicity | As-Of LDE | Diploma: Grad Dt | Grad Type | IGC Grad | Fin Aid | TX First Early HS | DLA Grad | Graduation Program: FHSP Part | FHSP Distinguished Part | IGC Review: Est. Dt | Associate Degree: Indicator | Associate Degree: Earned Dt | Endorsements: Endrsmt | Endorsements: Status | Endorsements: Completed Dt |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ALLEN, BRADLEY L | 392189622 | 006956 | 12 | F | W | H | | 40 | 0 | | | N | Y | N | | | | MDS | 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 |
| 990 | 01 | 04/09/20 | 1000 | $160.00 | $0.00 |
| 511 | 01 | 07/11/20 | 1100 | $90.00 | $50.00 |

| Student Name | Unique ID | Local ID | Grd Lvl | Sex | Race / Ethnicity | As-Of LDE | Grad Dt | Grad Type | IGC Grad | Fin Aid | TX First Early HS | DLA Grad | FHSP Part | FHSP Distinguished Part | Est. Dt | Associate Degree: Indicator | Associate Degree: Earned Dt | Endorsements: Endrsmt | Endorsements: Status | Endorsements: Completed Dt |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 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 | 242282354 | 006908 | 12 | M | WH | H | | 34 | 0 | | | N | Y | N | | | | MDS | P | |

Run this report for grade levels 9-12.

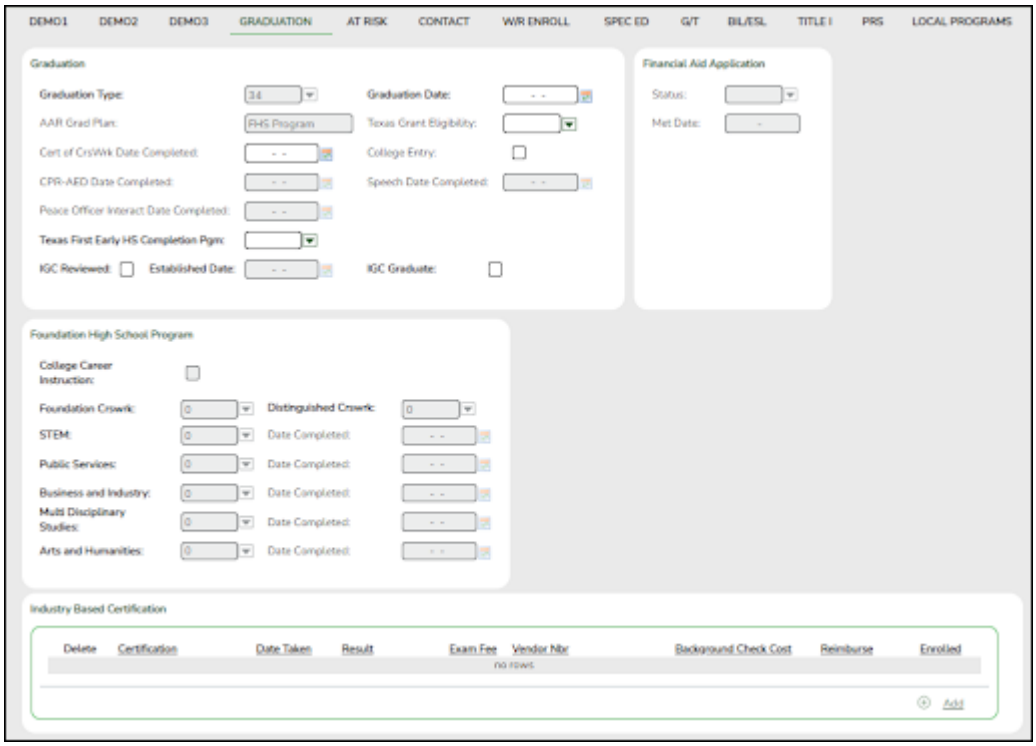
Users can use this list to identify students in grades 9-12 who earned or passed an IBC exam between June 1 and August 31 of the current school year and students in grades 11 and 12 who earned an associate degree in the summer (through August 31).

### Update

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

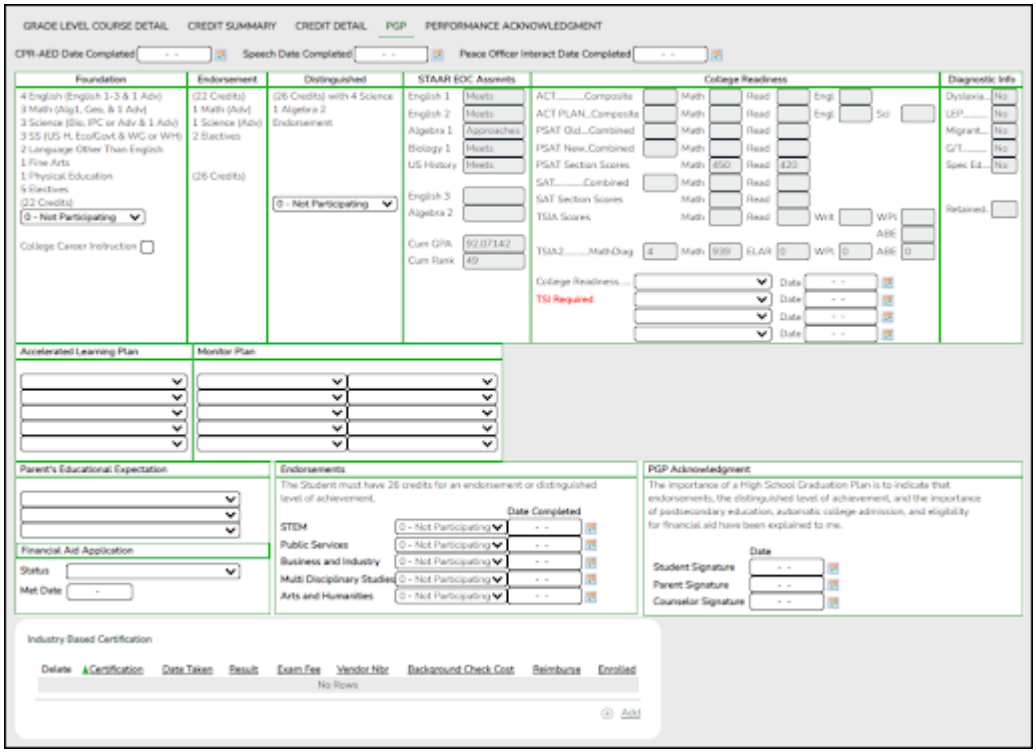
- Use this screen if your LEA is NOT using the Graduation Plan:

  ***Registration > Maintenance > Student Enrollment > Graduation***




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

***Graduation Plan > Maintenance > Student > Individual Maintenance > PGP***



## VII. Enrollment

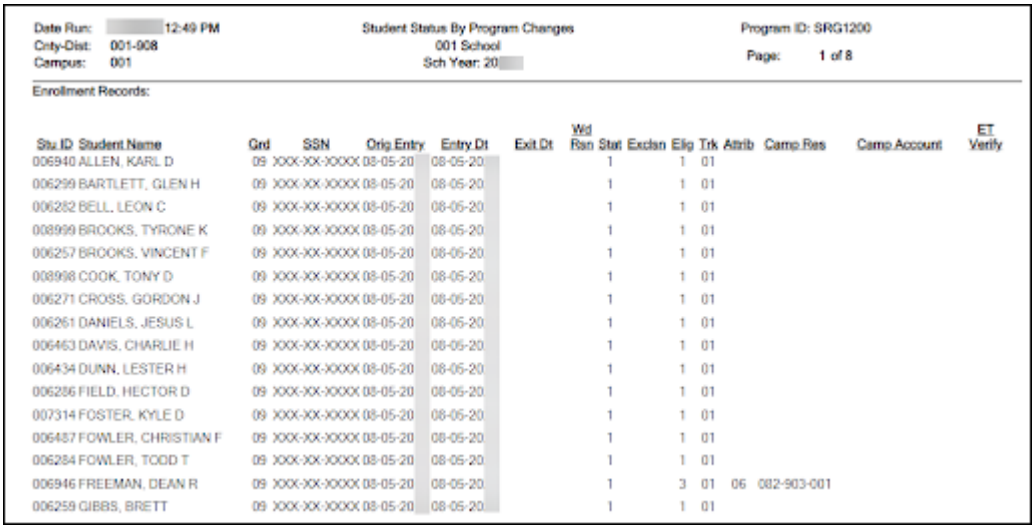
The **Enrollment** domain provides the enrollment and withdrawal information for a student and the relationship between a particular education organization. It is dependent on the **Student Identification and Demographics** domain along with the **Student**, **Parent**, and **StudentParentAssociation** 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
Cnty-Dist: 001-908 | 001 School | Page: 1 of 8
Campus: 001 | Sch Year: 20

Enrollment Records:

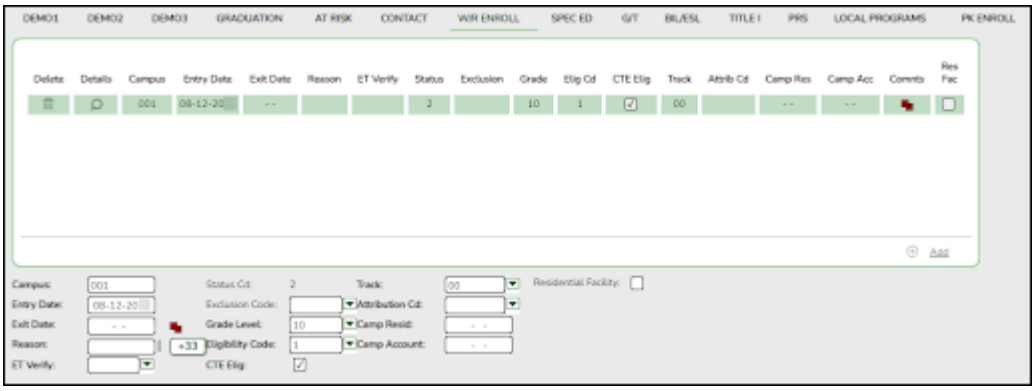
| Stu ID | Student Name | Grd | SSN | Orig Entry | Entry Dt | Exit Dt | Wd Rsn | Stat | Exclsn | Elig | Trk | Attrib | Camp Res | Camp Account | ET Verify |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 006940 | ALLEN, KARL D | 09 | XXX-XX-XXXX | 08-05-20 | 08-05-20 | | | 1 | | 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***




**Responsibility Descriptor Code 05** (Non-Enrolled Bilingual/ESL Summer School Participant) is reported in the **StudentEducationOrganizationResponsibilty** 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

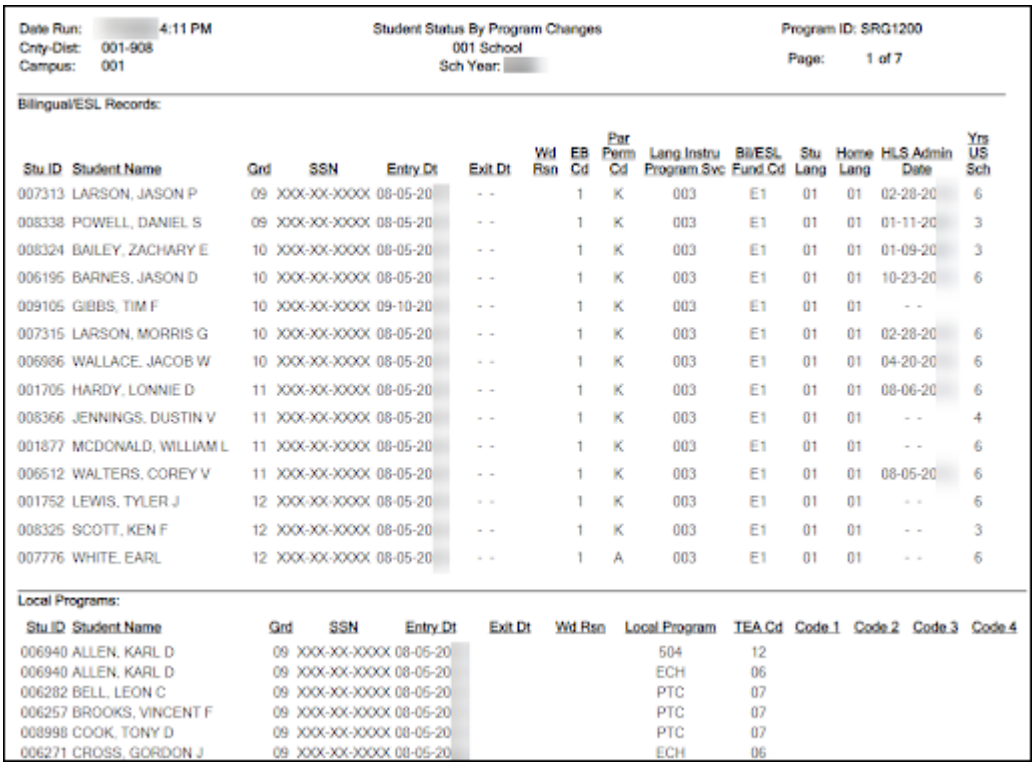
The **Student Identification and Demographics** domainStudentEducationOrganizationAssociation entity captures demographic and similar characteristics of a student that are specific to a student's relationship with a particular education organization. It is dependent on the **Enrollment** domain.

- 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***



Date Run: [redacted] 4:11 PM
Cnty-Dist: 001-908
Campus: 001

Student Status By Program Changes
001 School
Sch Year: [redacted]

Program ID: SRG1200
Page: 1 of 7

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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 007313 | LARSON, JASON P | 09 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 02-28-20 | 6 |
| 008338 | POWELL, DANIEL S | 09 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 01-11-20 | 3 |
| 008324 | BAILEY, ZACHARY E | 10 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 01-09-20 | 3 |
| 006195 | BARNES, JASON D | 10 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 10-23-20 | 6 |
| 009105 | GIBBS, TIM F | 10 | XXX-XX-XXXX | 09-10-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | - - | |
| 007315 | LARSON, MORRIS G | 10 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 02-28-20 | 6 |
| 006986 | WALLACE, JACOB W | 10 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 04-20-20 | 6 |
| 001705 | HARDY, LONNIE D | 11 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 08-06-20 | 6 |
| 008366 | JENNINGS, DUSTIN V | 11 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | - - | 4 |
| 001877 | MCDONALD, WILLIAM L | 11 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | - - | 6 |
| 006512 | WALTERS, COREY V | 11 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | 08-05-20 | 6 |
| 001752 | LEWIS, TYLER J | 12 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | - - | 6 |
| 008325 | SCOTT, KEN F | 12 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | K | 003 | E1 | 01 | 01 | - - | 3 |
| 007776 | WHITE, EARL | 12 | XXX-XX-XXXX | 08-05-20 | - - | | 1 | A | 003 | E1 | 01 | 01 | - - | 6 |

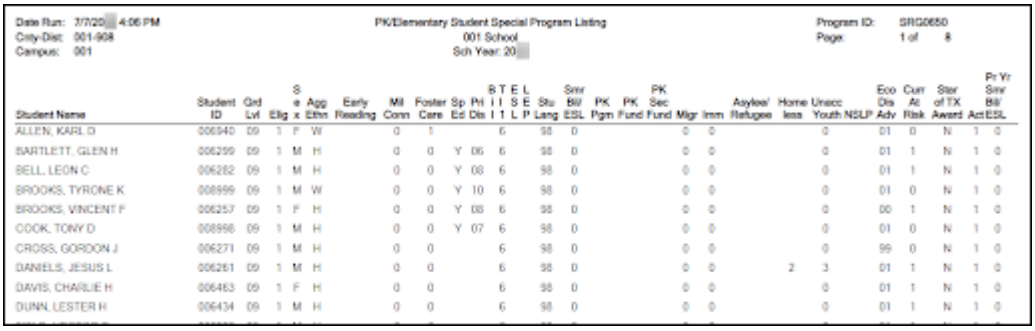
Local Programs:

| 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 | | | | |

When generating this report enter "**Y**" in the **Bilingual/ESL Records** and in the **Local Programs** parameters.

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### *SRG0650 - PK/Elementary Student Special Program Listing*



Date Run: 7/7/20[redacted] 4:06 PM
Cnty-Dist: 001-908
Campus: 001

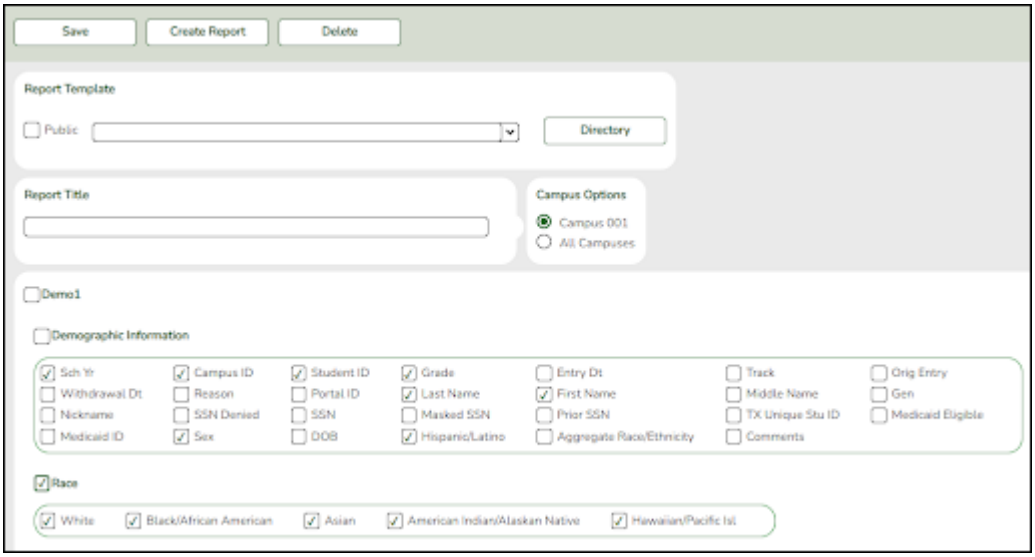
PK/Elementary Student Special Program Listing
001 School
Sch Year: 20[redacted]

Program ID: SRG0650
Page: 1 of 8

| Student Name | Student ID | Grd Lvl | Stu Elig | Sex | Agg Ethn | Early Reading | Mil Conn | Foster Care | Sp Ed | Prt Dis | BTII | TELL | SEP | Stu Lang | Smr Bil ESL | PK Pgm | PK Fund | PK Sec Fund | Migr | Imm | Asylee/ Refugee | Homeless | Unacc Youth | NSLP | Eco Dis Adv | Curr At Risk | Ster of TX Award | Prior Yr Smr Bil Act | Prior Yr Smr ESL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ALLEN, KARL D | 006940 | 09 | 1 | F | W | | 0 | 1 | | | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 0 | N | 1 | 0 |
| BARTLETT, GLEN H | 006299 | 09 | 1 | M | H | | 0 | 0 | Y | 06 | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 1 | N | 1 | 0 |
| BELL, LEON C | 006282 | 09 | 1 | M | H | | 0 | 0 | Y | 08 | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 1 | N | 1 | 0 |
| BROOKS, TYRONE K | 008999 | 09 | 1 | M | W | | 0 | 0 | Y | 10 | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 0 | N | 1 | 0 |
| BROOKS, VINCENT F | 006257 | 09 | 1 | F | H | | 0 | 0 | Y | 08 | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 00 | 1 | N | 1 | 0 |
| COOK, TONY D | 008998 | 09 | 1 | M | H | | 0 | 0 | Y | 07 | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 0 | N | 1 | 0 |
| CROSS, GORDON J | 006271 | 09 | 1 | M | H | | 0 | 0 | | | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 99 | 0 | N | 1 | 0 |
| DANIELS, JESUS L | 006261 | 09 | 1 | M | H | | 0 | 0 | | | | 6 | | 98 | 0 | | | | 0 | 0 | | 2 | 3 | | 01 | 1 | N | 1 | 0 |
| DAVIS, CHARLIE H | 006463 | 09 | 1 | F | H | | 0 | 0 | | | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 1 | N | 1 | 0 |
| DUNN, LESTER H | 006434 | 09 | 1 | M | H | | 0 | 0 | | | | 6 | | 98 | 0 | | | | 0 | 0 | | | 0 | | 01 | 1 | N | 1 | 0 |

- Once the report opens users can:
  - ❑ Select **Sort/Filter**
  - ❑ Select **Filter Criteria**
  - ❑ Click **Add Criterion**
    - From the **Column** dropdown select **Foster Care**
    - From the **Operator** dropdown select "**=**"
    - In the **Value** enter "**1**".
  - ❑ Click **OK**

***Registration > Reports > Create Registration Report***




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

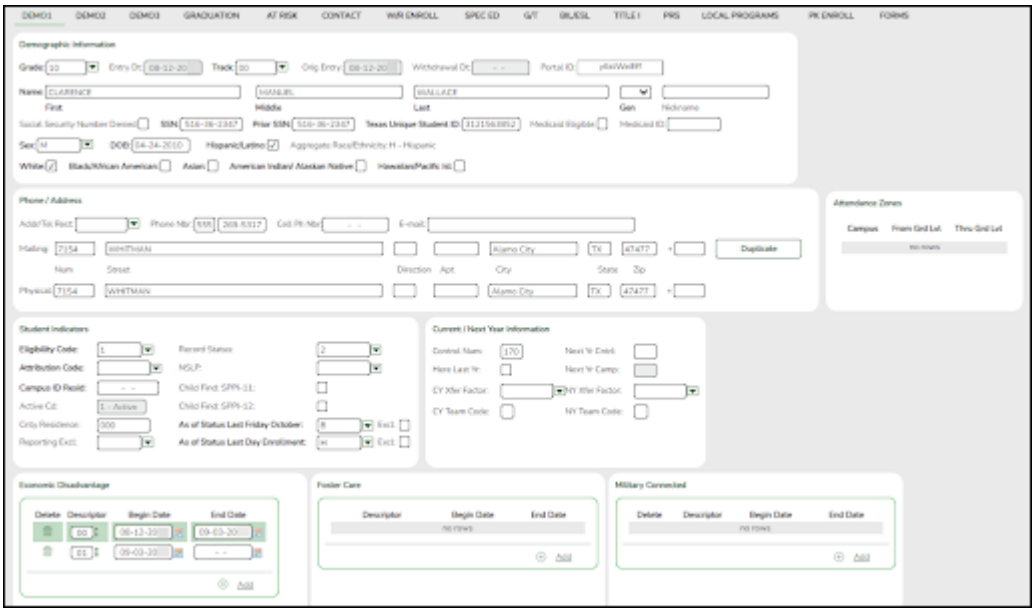
- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name
- Sex
- Hispanic/Latino

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

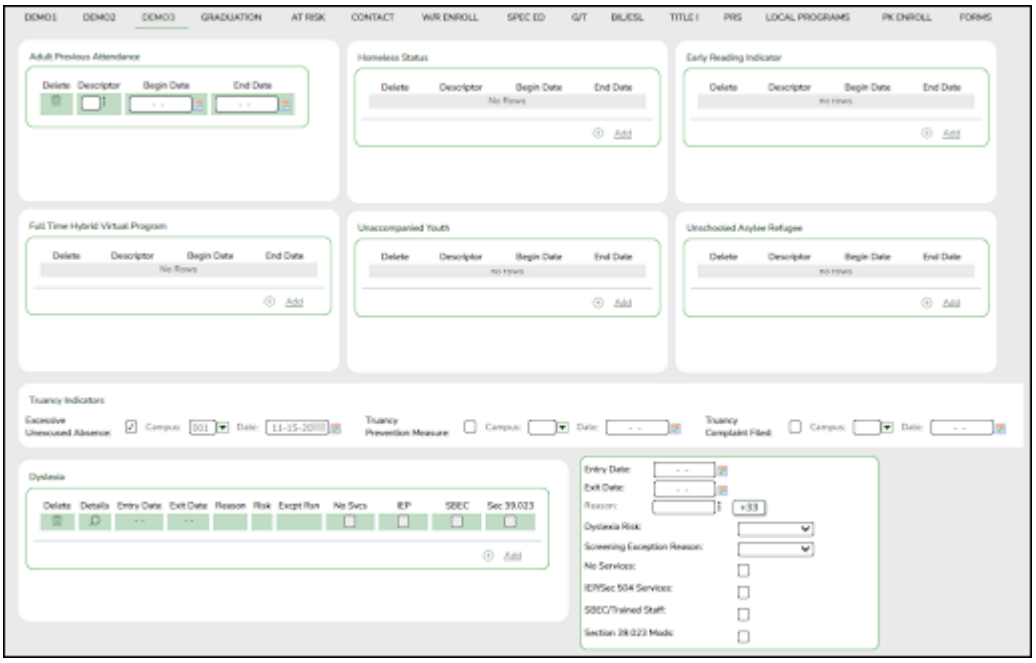
- Update

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

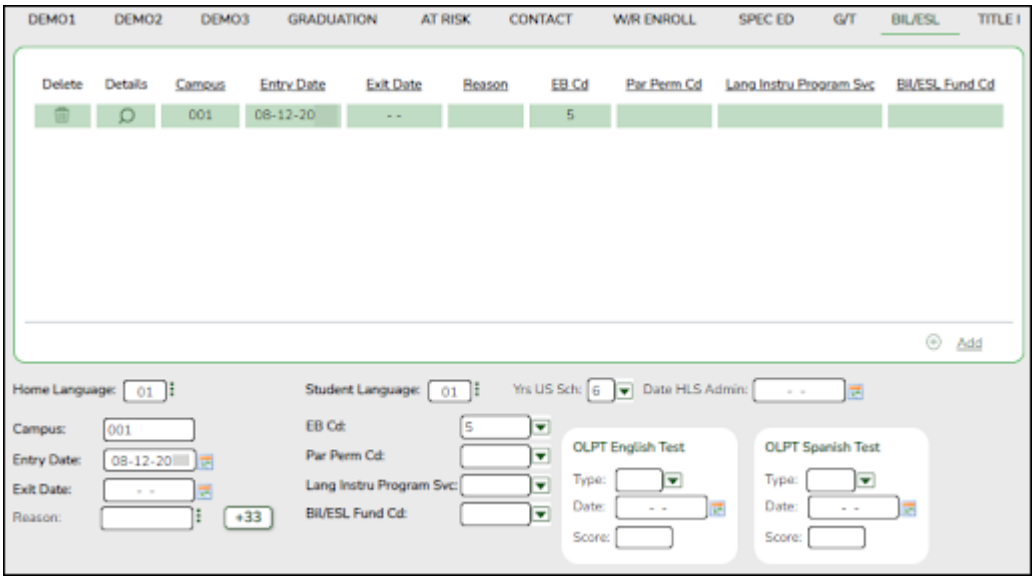
***Registration > Maintenance > Student Enrollment > Demo 1***



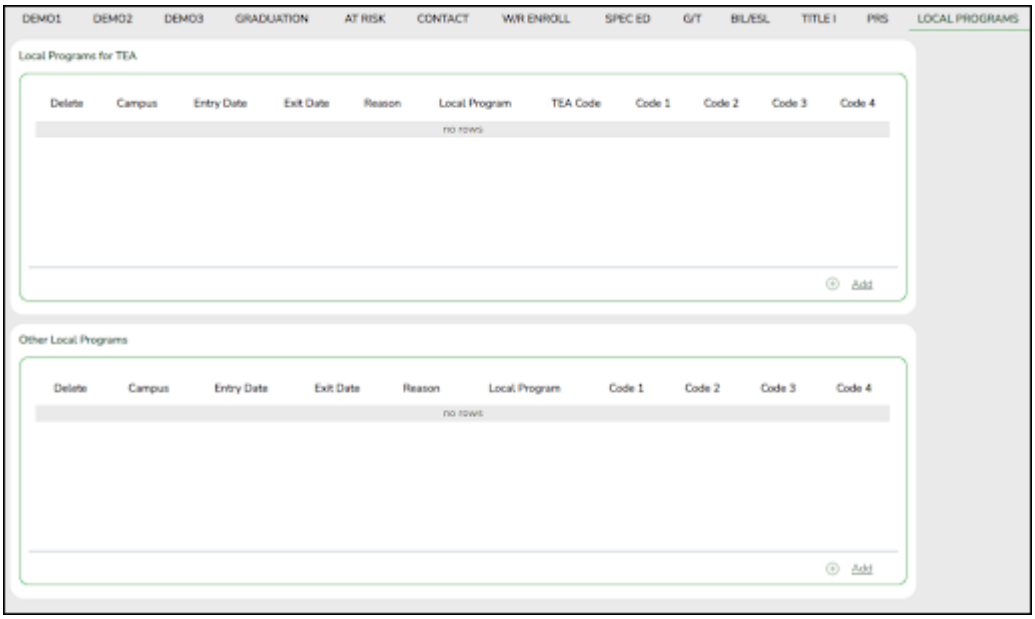
## Registration > Maintenance > Student Enrollment > Demo 2



## Registration > Maintenance > Student Enrollment > BIL/ESL




***Registration > Maintenance > Student Enrollment > Local Programs***




## IX. Alternative and Supplemental Services

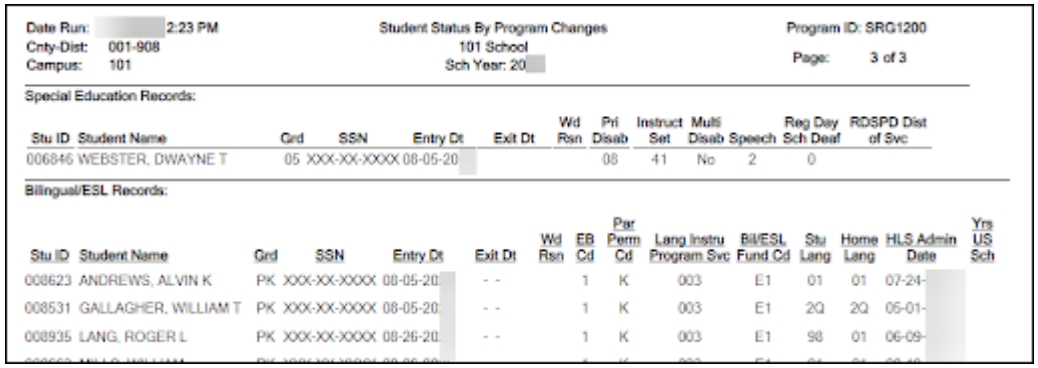
The **Alternative and Supplemental Services** domain provides program information such as Title I, Special Education, and Emergent Bilingual. It is dependent on both the **Student Identification and Demographics** domain and the **StudentEducationOrganizationAssociation** entity.

- Entities
  - [Program]
    - StudentCTEProgramAssociation
    - StudentLanguageInstructionProgramAssociation
    - StudentSpecialEducationProgramAssociation
    - StudentTitleIPartAProgramAssociation

- 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
Cnty-Dist: 001-908
Campus: 101
Student Status By Program Changes
101 School
Sch Year: 20
Program ID: SRG1200
Page: 3 of 3

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 | RDSPD Dist of Svc |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 006846 | WEBSTER, DWAYNE T | 05 | XXX-XX-XXXX | 08-05-20 | | | 08 | 41 | No | 2 | 0 | | |

Bilingual/ESL Records:

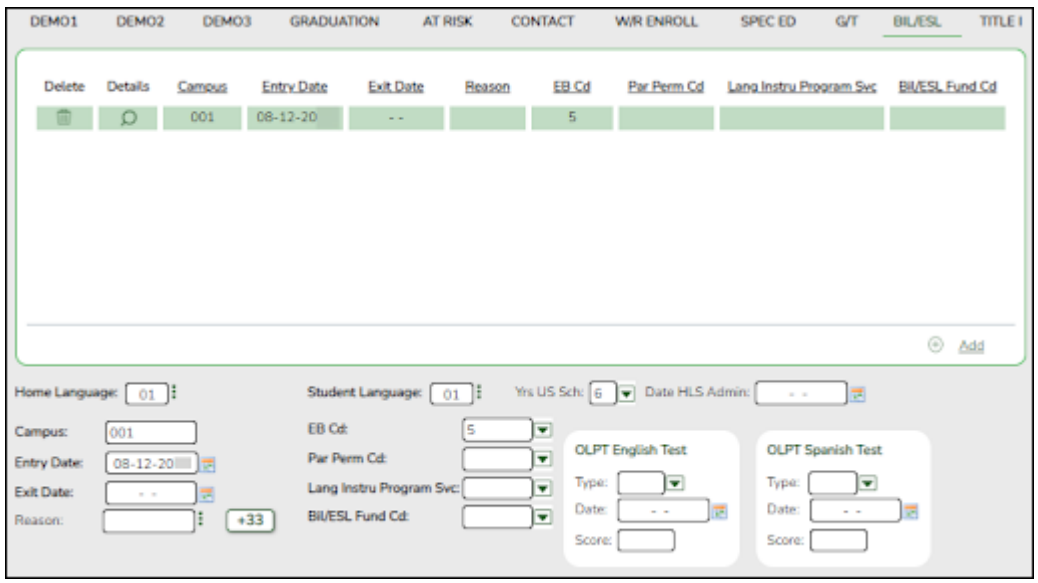
| Stu ID | Student Name | Grd | SSN | Entry Dt | Exit Dt | Wd Rsn | EB Cd | Par Perm Cd | Lang Instru Program Svc | Bil/ESL Fund Cd | Stu Lang | Home Lang | HLS Admin Date | Yrs US Sch |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 008623 | ANDREWS, ALVIN K | PK | XXX-XX-XXXX | 08-05-20 | - - | | 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 | 06-01- | |
| 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.

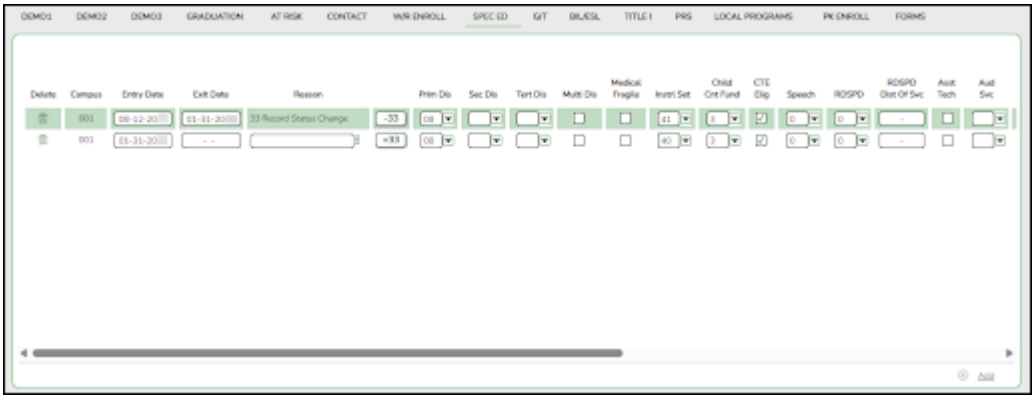
- Update

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

  ***Registration > Maintenance > Student Enrollment > BIL/ESL***



***Registration > Maintenance > Student Enrollment > Spec Ed.***



## X. 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 both the **Student Identification and Demographics** domain and the **StudentEducationOrganizationAssociation** entity.

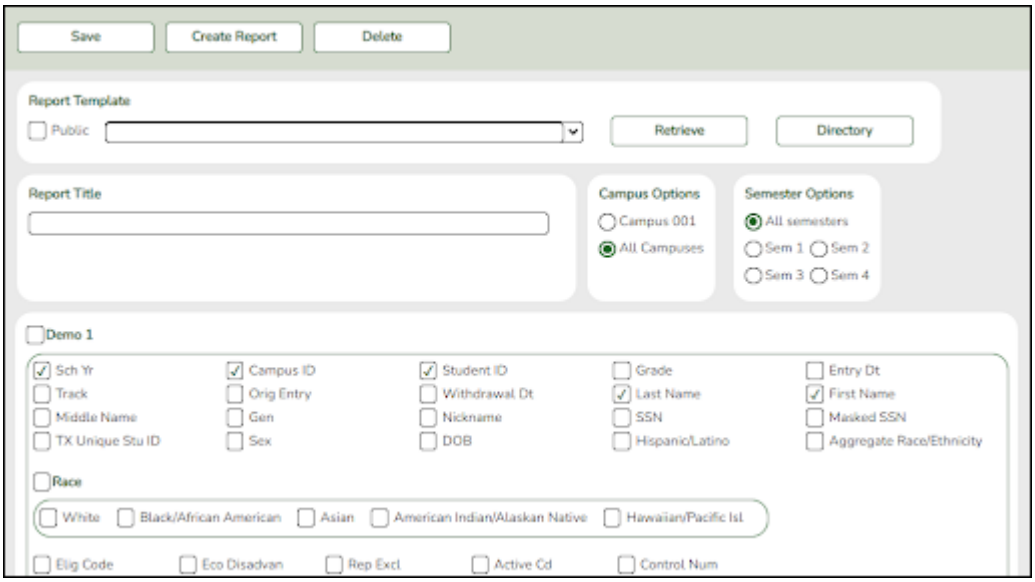
**NOTE**: This is the **same report created** to verify the **Section** entity data in the **V. Teaching and Learning** section of the guide.

- Entities
    - Course
        - CourseOffering
            - Section
                - StudentSectionAssociation

- Verify

  Create the following reports and use the screen **in the applicable school year's data** to verify the students who completed a **Career and Technical Education (CTE)**, **Dual Credit**, **College Preparatory English Language Arts**, or **College Preparatory Mathematics** course during the Summer.

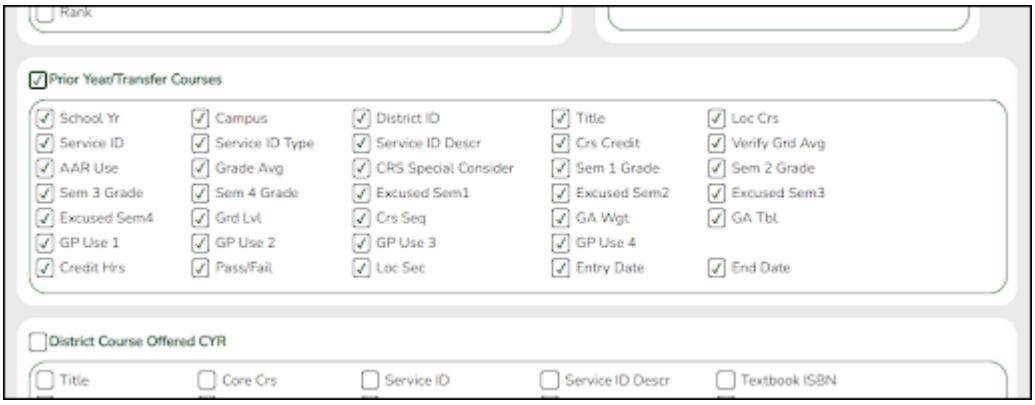
  ***Grade Reporting > Reports > Create Grade Reporting Report***




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

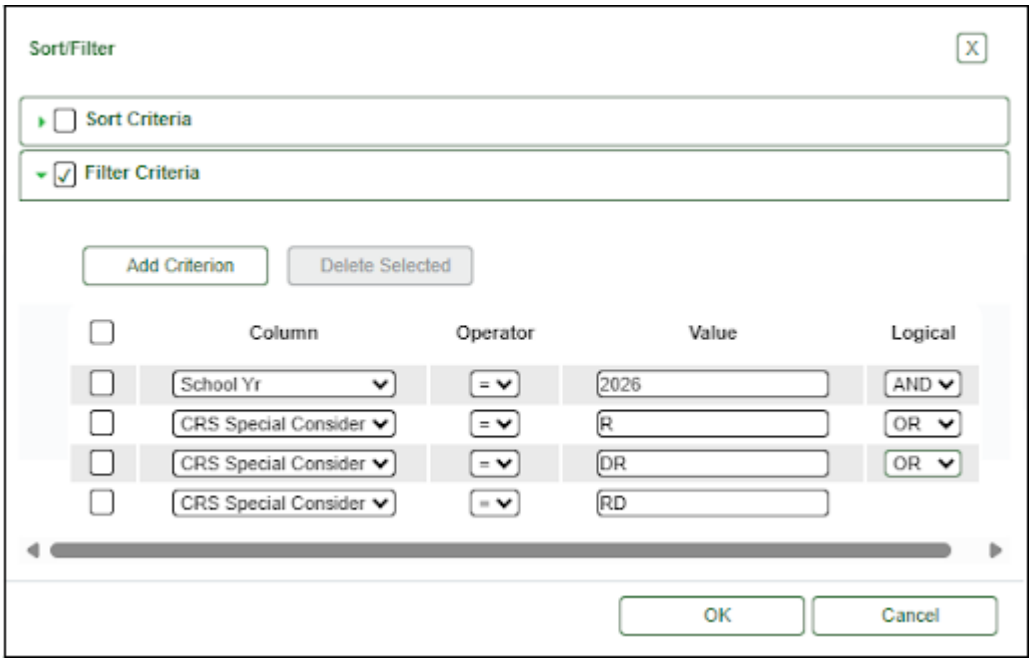
- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name

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:




- ❑ 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 both the **Student Identification and Demographics** domain and the **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*.

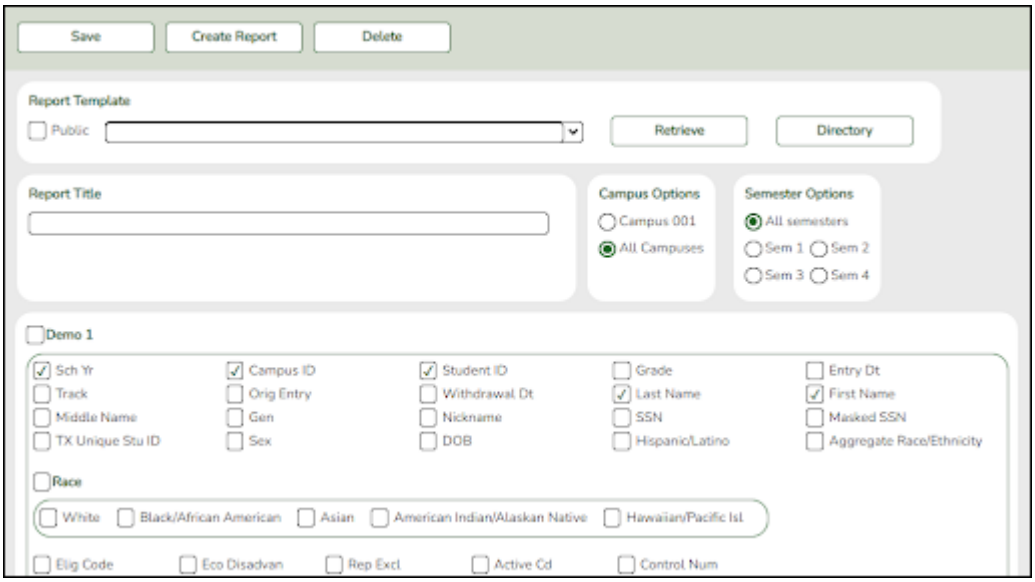
This is the **same report created** to verify the **Section** entity data in the **V. Teaching and Learning** section of the guide.

- Entities
  - StudentAcademicRecord
    - CourseTranscriptExt

- Verify

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

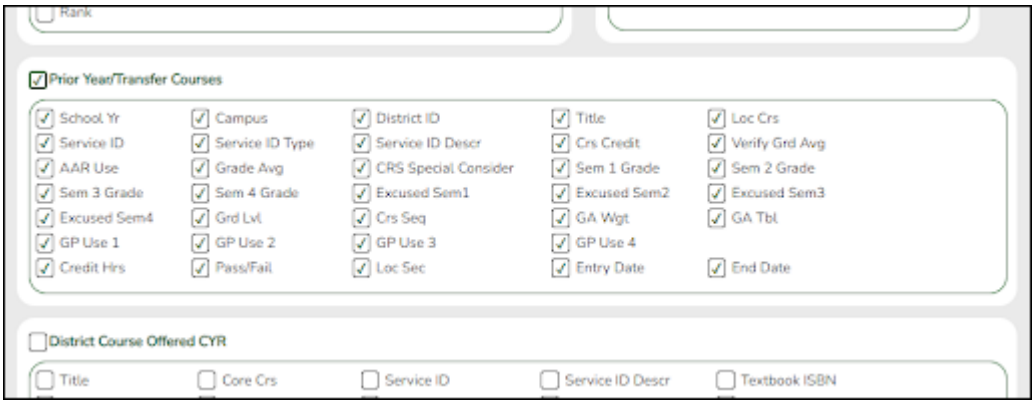
  ***Grade Reporting > Reports > Create Grade Reporting Report***




❑ 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.

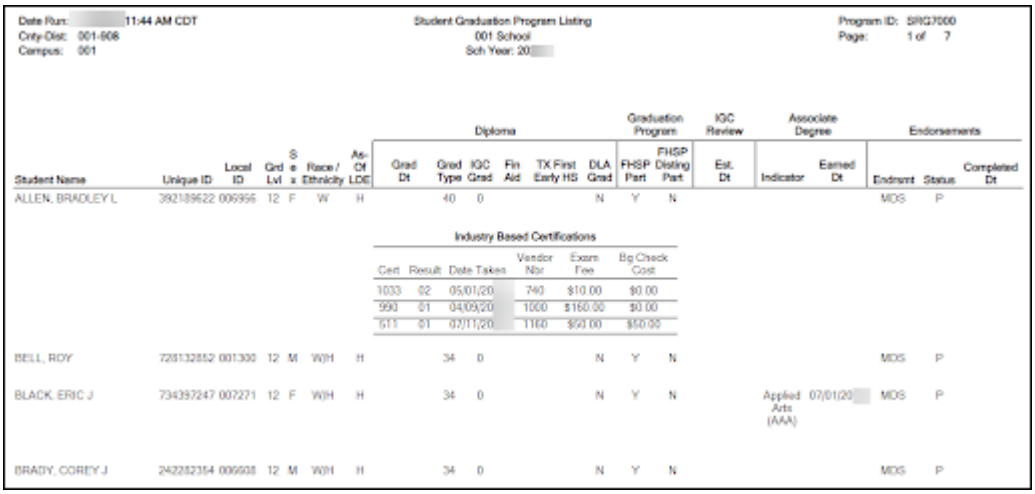



❑ Click **Create Report**

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.

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### *SRG7000 - Student Graduation Program Listing*



Student Graduation Program Listing

| Student Name | Unique ID | Local ID | Grd Lvl | Sex | Race / Ethnicity | As-Of LDE | Diploma: Grad Dt | Grad Type | IGC Grad | Fin Aid | TX First Early HS | DLA Grad | Graduation Program: FHSP Part | FHSP Distinq Part | IGC Review: Est. Dt | Associate Degree: Indicator | Associate Degree: Earned Dt | Endorsements: Endorsmt | Endorsements: Status | Endorsements: Completed Dt |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ALLEN, BRADLEY L | 392189622 | 006956 | 12 | F | W | H | | 40 | 0 | | | N | Y | N | | | | MDS | P | |
| BELL, ROY | 728132852 | 001300 | 12 | M | W/H | H | | 34 | 0 | | | N | Y | N | | | | MDS | P | |
| BLACK, ERIC J | 734397247 | 007271 | 12 | F | W/H | H | | 34 | 0 | | | N | Y | N | | Applied Arts (AAA) | 07/01/20 | MDS | P | |
| BRADY, COREY J | 242282354 | 006908 | 12 | M | W/H | H | | 34 | 0 | | | N | Y | N | | | | MDS | 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 |
| 993 | 01 | 04/09/20 | 1000 | $150.00 | $0.00 |
| 511 | 01 | 07/11/20 | 1160 | $50.00 | $50.00 |

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***

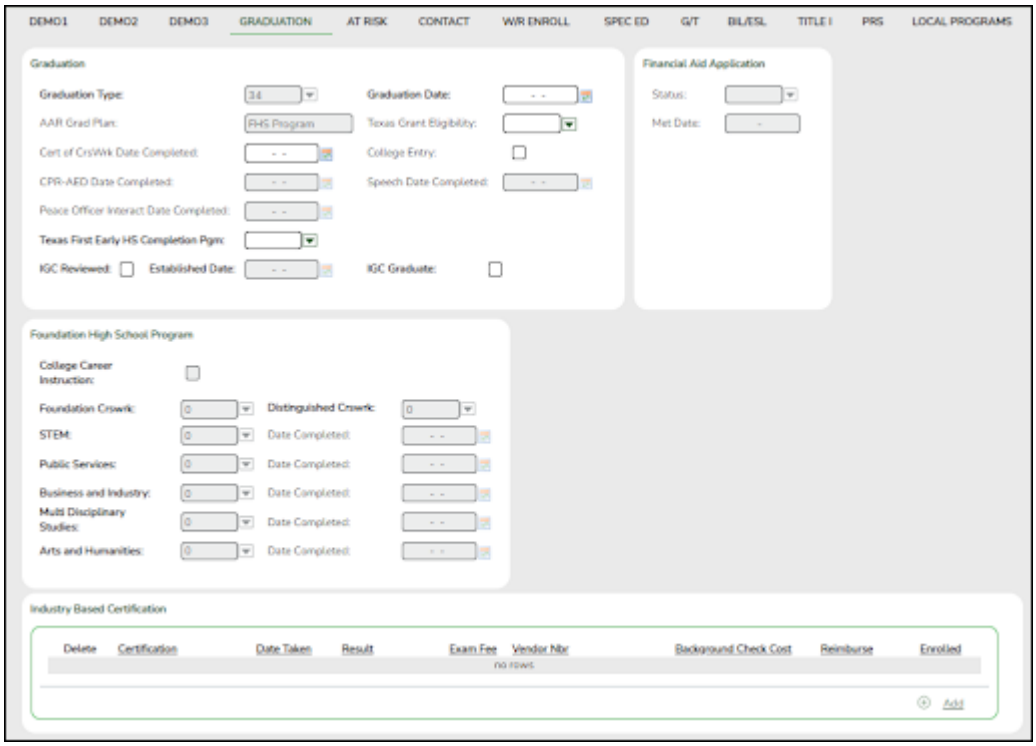


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Use the following screens **in the applicable school year's data** to update the **StudentAcademicRecord** entity data.

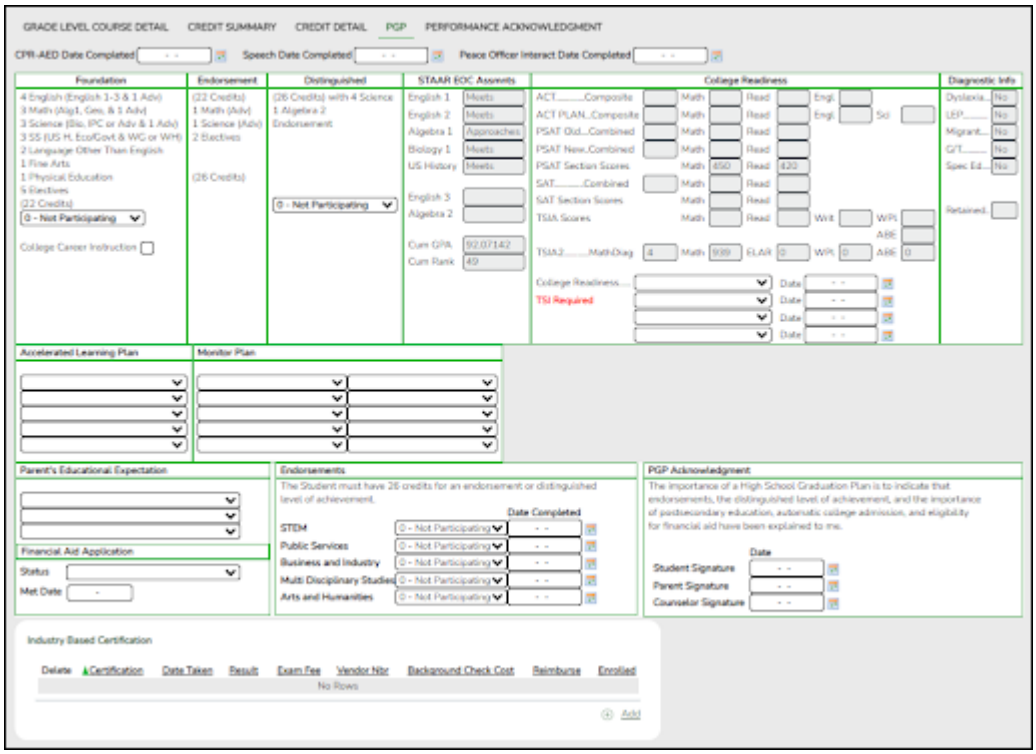
- Use this screen if your LEA is NOT using the Graduation Plan:

  ***Registration > Maintenance > Student Enrollment > Graduation***




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

***Graduation Plan > Maintenance > Student > Individual Maintenance > PGP***



## XI. Student Attendance

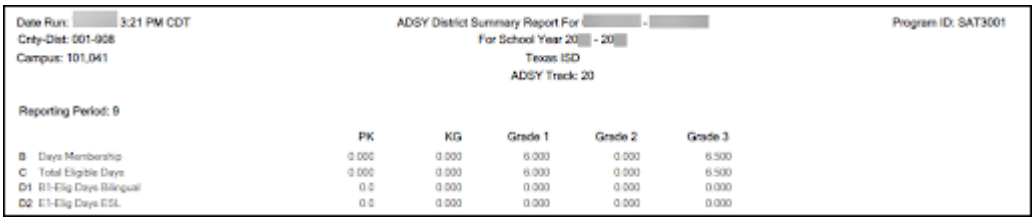
The **Student Attendance** domain provides the daily attendance information for students. Attendance data for Additional Days School Program (ADSY), Extended School Year, and Optional Flexible School Day Program (OFSDP) Credit Recovery program is reported in this submission. It is dependent on both the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

- Entities
  - BasicReportingPeriodAttendance
  - BilingualESLProgramReportingPeriodAttendance
  - CTEProgramReportingPeriodAttendance
  - ExtendedSchoolYearServicesAttendance
  - FlexibleBilingualESLProgramReportingPeriodAttendance
  - FlexibleCTEProgramReportingPeriodAttendance
  - FlexibleRegularProgramReportingPeriodAttendance
  - FlexibleSpecialEducationProgramReportingPeriodAttendance
  - SpecialEducationProgramReportingPeriodAttendance
  - SpecialProgramsReportingPeriodAttendance
  - StudentProgramAttendanceEvent
  - StudentSchoolAttendanceEvent

- Verify

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

  ***SAT3001 - ADSY Campus/District Summary***


Date Run: 3:21 PM CDT
Cnty-Dist: 001-908
Campus: 101,041

ADSY District Summary Report For -
For School Year 20 - 20
Texas ISD
ADSY Track: 20

Program ID: SAT3001

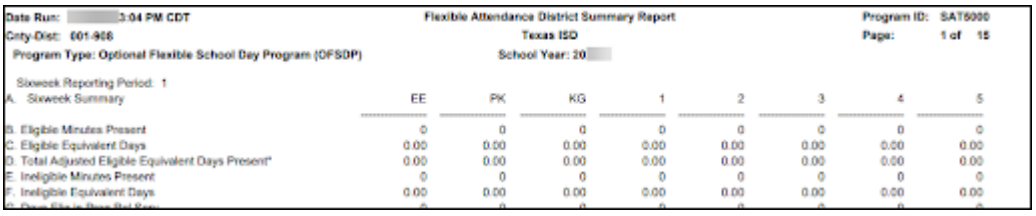
Reporting Period: 9

| | PK | KG | Grade 1 | Grade 2 | Grade 3 |
|---|---|---|---|---|---|
| B Days Membership | 0.000 | 0.000 | 6.000 | 0.000 | 6.500 |
| C Total Eligible Days | 0.000 | 0.000 | 6.000 | 0.000 | 6.500 |
| D1 B1-Elig Days Bilingual | 0.0 | 0.000 | 0.000 | 0.000 | 0.000 |
| D2 E1-Elig Days ESL | 0.0 | 0.000 | 0.000 | 0.000 | 0.000 |

---

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

  ***SAT5000 - Flexible Attendance District Summary***


Date Run: 3:04 PM CDT
Cnty-Dist: 001-908
Program Type: Optional Flexible School Day Program (OFSDP)

Flexible Attendance District Summary Report
Texas ISD
School Year: 20

Program ID: SAT5000
Page: 1 of 15

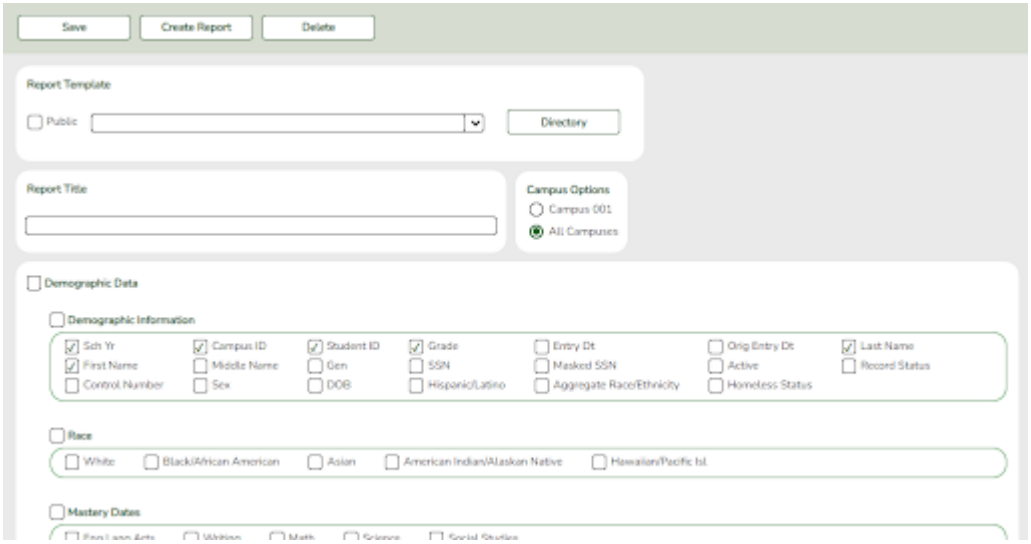
Sixweek Reporting Period: 1

| A. Sixweek Summary | EE | PK | KG | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|---|---|
| B. Eligible Minutes Present | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| C. Eligible Equivalent Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| D. Total Adjusted Eligible Equivalent Days Present* | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| E. Ineligible Minutes Present | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| F. Ineligible Equivalent Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Generate the following report **in the applicable school year's data** verify Extended School Year services attendance data.

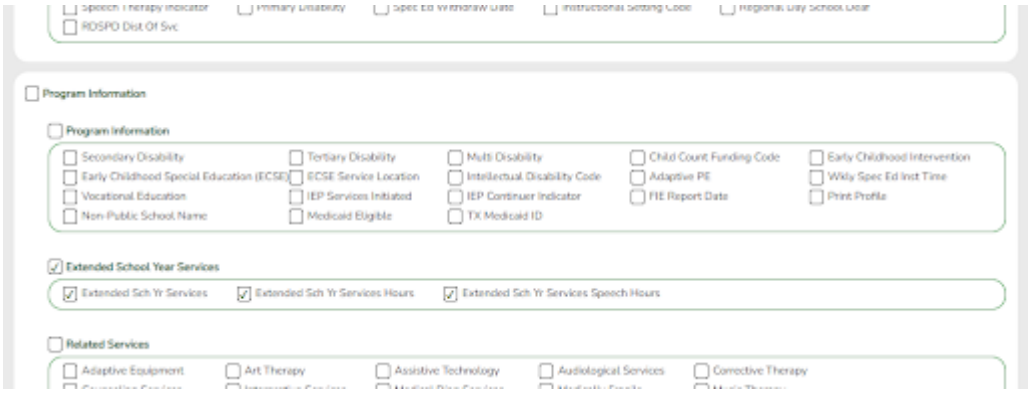
**NOTE**: This is the same report created to verify the ESY data in the **VI. Student Identification and Demographic Data** section of the guide.

***Special Education > Reports > Create Special Ed CY Report***




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

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



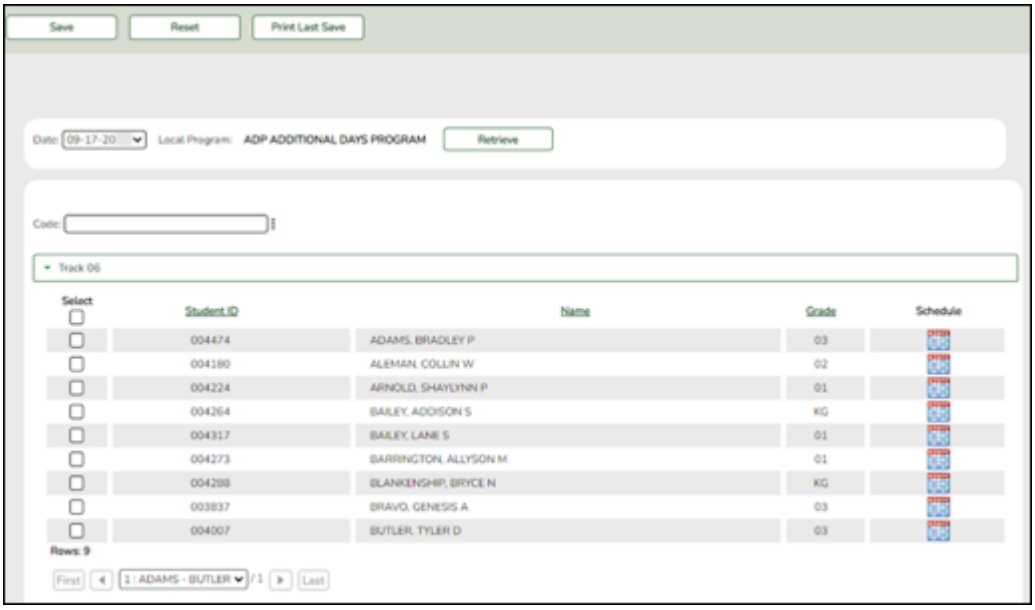
❑ Under **Program Information** select all fields for **Extended School Year Services**. ❑ Click **Create Report**

- Once the report opens users can:
  - ❑ Select **Sort/Filter**
  - ❑ Select **Filter Criteria**
  - ❑ Click **Add Criterion**
    - From the **Column** dropdown select **Extended Sch Yr Services**
    - From the **Operator** dropdown select "**=**"
    - In the **Value** enter "**1**".
  - ❑ Click **OK**

- Update

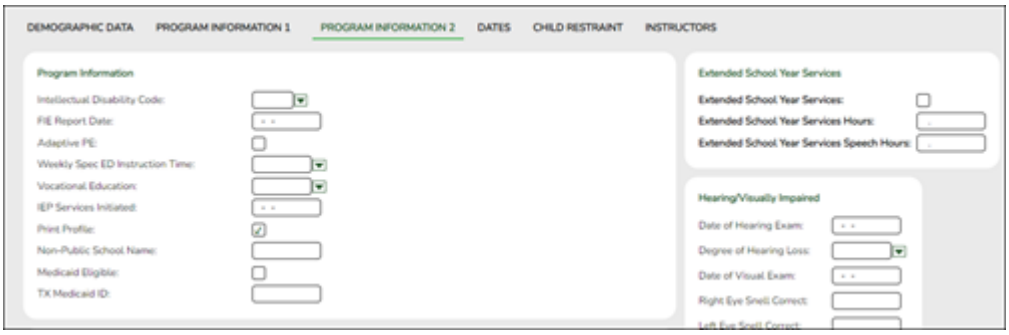
Use the following screens **in the applicable school year's data** to add and update the data in this domain.

***Attendance > Maintenance > Extended Year Programs > ADSY Attendance***




---

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




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**.


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# Back Cover