



**ASCENDER**  
ELEVATING TECHNOLOGY SOLUTIONS

**ASCENDER GUIDES**



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# specialeddiv



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# Special Ed (Fall)

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Update data for the *StudentSpecialEdProgramAssociationExtension* complex type as needed.

The *StudentSpecialEdProgramAssociationExtension* complex represents the special education program(s) that a student participates in or receives services from.


### Modify a record:

#### Select a student

To retrieve a student's records, select the student in one of the following ways:

<b>Stu ID</b>	Begin typing the student ID. As you begin typing the student ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list displays the students' full name and grade level. From the drop-down list you can select the student.
<b>Stu Name</b>	<p>Begin typing the student's name in one of the following formats:</p> <ul style="list-style-type: none"> <li>• Last name, comma, first name</li> <li>• Last name initial, comma, first name initial</li> </ul> <p>As you begin typing the name, a drop-down list displays students whose names match the letters you have typed. The drop-down list also displays student IDs, and grade levels. From the drop-down list you can select the student.</p>
<b>Texas Unique Stu ID</b>	Begin typing the student's Texas Unique Student ID. As you begin typing the ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list also displays student's last name, first name, middle name, and grade level. From the drop-down list you can select the student.
<b>Directory</b>	Click <b>Directory</b> to select a student from the <a href="#">directory</a> .

Click **Retrieve** to retrieve the selected student.

Field	Description
<b>Primary Disability</b>	<p>PRIMARY-DISABILITY-CODE (E0041) Code table: C053</p> <p>Click  to select the code indicating the student's primary disability as recorded in the student's Individualized Education Program (IEP).</p> <p>Rule 41163-0003: At least one disability must be selected for a special education student.</p>



Field	Description
<b>Secondary Disability</b>	<p>SECONDARY-DISABILITY-CODE (E0834) Code table: C053</p> <p>Select the secondary type of disability recorded in the student's IEP.</p> <p>Rule 41163-0002: This field cannot be set to 14 for a special education student.</p>
<b>Tertiary Disability</b>	<p>TERTIARY-DISABILITY-CODE (E0835) Code table: C053</p> <p>Select the tertiary or third disability recorded in the student's IEP.</p> <p>Rule 41163-0002: This field cannot be set to 14 for a special education student.</p>

- Edit 16338: The **Primary Disability**, **Secondary Disability**, and **Tertiary Disability** fields cannot all be the same.

<b>Multiply Disabled</b>	<p>MULTIPLY-DISABLED-INDICATOR-CODE (E0882) Code table: C088</p> <p>Select if the student was designated by the Admission, Review, and Dismissal (ARD) committee as multiply disabled during the reporting period.</p>
<b>Instructional Setting</b>	<p>INSTRUCTIONAL-SETTING-CODE (E0173) Code table: C035</p> <p>Select the code for the setting used to provide instruction to student.</p>

Click **Save**.

### Other functions and features:

<b>Add</b>	Add a student.
	<p><a href="#">Delete a row.</a></p> <p>Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.</p> <p>Click <b>Save</b>.</p>
<b>Delete</b>	<p><a href="#">Delete all of the student's records.</a></p> <p>Click <b>Delete</b> to delete all of the student's records. A confirmation message is displayed.</p> <p>Click <b>OK</b> to continue. Otherwise, click <b>Cancel</b>.</p>

<b>Change ID</b>	<p><a href="#">Change the student's ID.</a></p> <p>The <b>Change ID</b> button is disabled until a student is retrieved on the page.</p> <p>Retrieve a student, and click <b>Change ID</b>. The <b>Change Student ID</b> section is displayed at the top of the page.</p> <p>In the <b>New Student ID</b> field, type a valid social security number that you would like to change the existing ID to, and then click <b>Submit</b>.</p> <p>The <b>Change Student ID</b> dialog box is displayed prompting you to review the change ID request information and accept the information if it is correct.</p> <p>Click <b>OK</b> to continue. Otherwise, click <b>Cancel</b>.</p>
<b>Prev and Next</b>	<p><a href="#">Scroll through students.</a></p> <p>Once a student is retrieved, click <b>Prev</b> or <b>Next</b> to scroll to the previous or next student alphabetically.</p>



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