



**extended\_correct\_frozen**



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You may find extracted or merged records containing incomplete or inaccurate information. Use the Extended maintenance pages to update and correct the data saved in the district database (i.e., frozen data).

Data on the maintenance pages is updated every time data is extracted, including data that is manually entered.

**NOTE:** You cannot maintain data on maintenance pages while running an extract; a warning message is displayed on the Extended maintenance page indicating that the extract is in progress, and the **Save** button is disabled.

- [Correct frozen demographic data.](#)

[State Reporting > Maintenance > Extended > Student > Demo](#)

The screenshot shows a web form for student maintenance. At the top, there are navigation tabs: DEMO, COURSE COMPLETION, ESY, FLEX ATTENDANCE, FLEX ATTENDANCE SPECIAL ED, FLEX ATTENDANCE CTE, ADSY BASIC ATT, and ADSY SPEC ED ATT. Below the tabs, the page title is 'Complex Type - StudentExtension, StudentProgramExtension'. The form is divided into three main sections: Demographic Information, Races, and Status Indicators. The Demographic Information section includes fields for Name (First Name: GARRETT, Middle Name: LANDO, Last Name: AMSTEAD), Generation (dropdown), TX Unique Stu ID (6845287668), Local ID (001003052), Date of Birth (11-12-2003), Sex (M), Grade Level (12), Crisis Code (00), and Hispanic (checked). The Races section includes checkboxes for American Indian, Asian, Black, Pacific Islander, and White (checked). The Status Indicators section includes fields for Attribution Cd (06), Campus of Residence (246906-001), Campus of Enrollment, ADSY, Migrant, T-STEM, P-TECH, Summer School BI/ESL, ECHS, New Tech, G/T (checked), Foster Care (0), and LEP (0).

Update data for the *StudentExtension* and *StudentProgramExtension* complex types as needed.

**NOTE:** If you are retrieving a student who was not extracted but was included in the PEIMS Summer Submission, the following message is displayed when you retrieve the student:

**Student demo record retrieved from Summer file**

Cross reference for Demo tab:

State Reporting Field	Element	ASCENDER Field(s)
<b>District Admin &gt; Maintenance &gt; Non-Employee</b>		
<b>Staff Type</b>	STAFF-TYPE-CODE (E1073) (Code table: C181)	Extracted as 1 unless a non-employee record exists
<b>Human Resources &gt; Maintenance &gt; Staff Demo &gt; Demographic Information</b>		
<b>Name - First</b>	FIRST-NAME (E0703)	<b>Legal - First</b>
<b>Name - Middle</b>	MIDDLE-NAME (E0704)	<b>Legal - Middle</b>
<b>Name - Last</b>	LAST-NAME (E0705)	<b>Legal - Last</b>
<b>Generation</b>	GENERATION-CODE (E0706) (Code table: C012)	<b>Legal - Generation</b>
<b>TX Unique Staff ID</b>	TX-UNIQUE-STAFF-ID (E1524)	<b>Texas Unique Staff ID</b>
<b>Date of Birth</b>	DATE-OF-BIRTH (E0006)	<b>DOB</b>
<b>Sex</b>	SEX-CODE (E0004) (Code table: C013)	<b>Sex</b>
<b>Hispanic</b>	HISPANIC-LATINO-CODE (E1064) (Code table: C088)	<b>Hispanic/Latino</b>
<b>Races - American Indian</b>	AMERICAN-INDIAN-ALASKA-NATIVE-CODE (E1059) (Code table: C088)	
<b>Races - Asian</b>	ASIAN-CODE (E1060) (Code table: C088)	
<b>Races - Black</b>	BLACK-AFRICAN-AMERICAN-CODE (E1061) (Code table: C088)	
<b>Races - Pacific Islander</b>	NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE (E1062) (Code table: C088)	
<b>Races - White</b>	WHITE-CODE (E1063) (Code table: C088)	
<b>Human Resources &gt; Maintenance &gt; Staff Job/Pay Data &gt; Employment Info</b>		
<b>Percent of Day</b>	PERCENT-DAY-EMPLOYED (E0760)	<b>Percent Day Employed</b>
<b>District Years</b>	YEARS-EXPERIENCE-IN-DISTRICT (E0161)	<b>Years Experience - Professional - In District</b>
<b>Total Years</b>	TOTAL-YEARS-PROF-EXPERIENCE Years (E0130)	<b>Experience - Professional - Total</b>
<b>Highest Degree</b>	HIGHEST-DEGREE-LEVEL-CODE (E0730) (Code table: C015)	<b>Highest Degree</b>
<b>Auxiliary Role ID</b>	AUXILIARY-ROLE-ID PEIMS (E1594) (Code table: C213)	<b>Auxiliary Role ID</b>
<b>Human Resources &gt; Maintenance &gt; Staff Job/Pay Data &gt; Job Info</b>		
<b>Days Employed</b>	NUMBER-DAYS-EMPLOYED (E0160)	<b>Calendar/Local Info - # of Days Empld</b>

- [Enter Course Completion Data for Dual-Credit Courses.](#)

You must manually enter course completion data for dual-credit courses taken in summer.

In submission 4, one *StudentAcademicRecord* complex type must be submitted for each unique class (course-section) that was attended by a student during the summer (between school years) for the purpose of attempting to earn dual credit.

PEIMS Extended Year Submission (4): Reporting students that completed courses during the summer (between school years) for:

- a high school Career and Technical Education (CTE) course, or
- a dual credit course, or
- College Preparatory Course English Language Arts (CP110100), or
- College Preparatory Course Mathematics (CP111200).

**NOTE:** You cannot report more than six course completion records per student.

[State Reporting > Maintenance > Extended > Student > Course Completion](#)

Update data for the *CourseTranscriptExtension* and *StudentAcademicRecord* complex types as needed.

<b>Campus ID</b>	<p>CAMPUS-ID-OF-ENROLLMENT (E0782)</p> <p>Type or select the three-digit campus ID. For submission 4, this is the campus that scheduled and/or awarded the high school credit for the dual-credit course attempted by the student in the summer between school years.</p>
<b>Class ID</b>	<p>CLASS-ID-NUMBER (E1056)</p> <p>Type the 14-digit number identifying the class. The class ID can be any 14-character district-defined identifier comprised of letters and numbers that uniquely identifies a class at the employee and campus level. Spaces are not allowed. The ID is unique for each employee at the campus.</p> <p>The first 7-11 digits are required. The length depends on the length of the course number. The ID is automatically zero-filled when you save.</p> <p>When extracting from the master schedule, the class ID is set to the course number (4-8 digits) + 2-digit section number + 1-digit semester number + padding with zeros.</p>

<b>Service ID</b>	<p>SERVICE-ID (E0724) Code table: C022</p> <p>Select the code indicating the services supplied by the employee. Service IDs that begin with SA, SE, SR, SS, 01, 8, or 9 are not reported. Service IDs for PK and KG that begin with 02 cannot be reported. Verify that all service IDs to be reported exist in code table 022 (C022) in the TEDS.</p>
<b>Course Sequence</b>	<p>COURSE-SEQUENCE-CODE (E0948) Code table: C135</p> <p>This is the order in which the course was scheduled. This should only be used if the course, or part of the course, is taught out of sequence. Leave blank if the course is not taught out of sequence.</p> <p>Rule 43415-0036: If a student passed a course where <b>Dual Credit</b> is selected and <b>Course Sequence</b> is 0, 2, 5, or 9, then <b>College Credit Hrs</b> must be greater than 0.</p>
<b>Pass/Fail</b>	<p>PASS/FAIL-CREDIT-INDICATOR-CODE (E0949) Code table: C136</p> <p>Select the student's outcome for the course. You must enter a pass/fail indicator for each service ID reported.</p> <p>Rule 43415-0036: If a student passed a course where <b>Dual Credit</b> is selected and <b>Course Sequence</b> is 0, 2, 5, or 9, then <b>College Credit Hrs</b> must be greater than 0.</p>
<b>Dual Credit</b>	<p>DUAL-CREDIT-INDICATOR-CODE (E1011) Code table: C088</p> <p>Select if the student is eligible to receive both high school and college credit for the course. You can select <b>Dual Credit</b> or <b>ATC</b>, but not both.</p> <p>Rule 43415-0036: If a student passed a course where <b>Dual Credit</b> is selected and <b>Course Sequence</b> is 0, 2, 5, or 9, then <b>College Credit Hrs</b> must be greater than 0.</p>
<b>College Credit Hrs</b>	<p>COLLEGE-CREDIT-HOURS (E1081)</p> <p>This is the number of college hours the student earned for the completion of the dual-credit course. If a student takes a dual-credit course and does not complete the course, type 0.</p>
<b>ATC</b>	<p>ATC-INDICATOR-CODE ATC (E1058) PEIMS code table: C088</p> <p>For Submission 4, the field must be 0 (i.e., not selected).</p>
<b>Course Completion</b>	<p>COURSE-COMPLETION-INDICATOR (E1068)</p> <p>This indicates if the student finished the full sequence of instruction for the course, but does not necessarily indicate that the student met all requirements to receive credit or a grade for the course.</p> <p>The PASS/FAIL-CREDIT-INDICATOR-CODE field is used for COURSE-COMPLETION-INDICATOR.</p> <p>All students must have a Pass/Fail indicator to create the course completion record.</p>

<b>Begin Date</b>	STUDENT-BEGIN-DATE (E1069)  Type the beginning date for the student's current year class assignment. Use the MMDDYYYY format. This is the date the dual-credit course began. If a student is assigned to a class, withdraws from that class, and then returns to that class at a later date, there must be a record for each begin date.
<b>End Date</b>	STUDENT-END-DATE (E1070)  Type the ending date for the student's current year class assignment. Use the MMDDYYYY format. This is the date the dual-credit course ended. If a student withdraws from a class, returns to that class, and then withdraws from class at a later date, there must be a course completion record for each of these STUDENT-END-DATEs. Whether or not a student completes a particular course section, report the STUDENT-END-DATE as the last day the student was assigned to the class. The STUDENT-END-DATE should never be greater than a student's withdrawal date from the campus.

Click **Save**.

- [Enter ESY Data](#).

For Submission 4, you must report actual contact hours by instructional setting of special education students served in the Extended School Year (ESY) program. This data is required for funding the program. A record must be reported for each special education student served by the ESY program.

[State Reporting](#) > [Maintenance](#) > [Extended](#) > [ESY](#)

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

[Cross reference for ESY tab:](#)

State Reporting Field	Element	ASCENDER Field(s)
<b>Registration &gt; Maintenance &gt; Student Enrollment &gt; Demo1</b>		
<b>Grade</b>	GRADE-LEVEL-CODE (E0017) (Code table: C050)	<b>Grade</b>
<b>Special Education &gt; Maintenance &gt; Student Sp Ed Data &gt; Current Year &gt; Demographic Data</b>		
<b>Instr Set</b>	INSTRUCTIONAL-SETTING-CODE (E0173) (Code table: C035)	<b>Instruction Setting Code</b>
<b>Special Education &gt; Maintenance &gt; Student Sp Ed Data &gt; Current Year &gt; Program Information</b>		
<b>ESY Total Hrs</b>	TOTAL-ESY-CONTACT-HOURS-IN-INSTR-SETTING (E1013)	<b>Extended School Year Services Hours</b>
<b>Registration &gt; Maintenance &gt; Student Enrollment (Directory)</b>		
<b>Local ID</b>	LOCAL-STUDENT-ID (E0923)	Campus ID plus student ID (most current campus of enrollment for the school year)

- [Enter Flexible Attendance Data.](#)

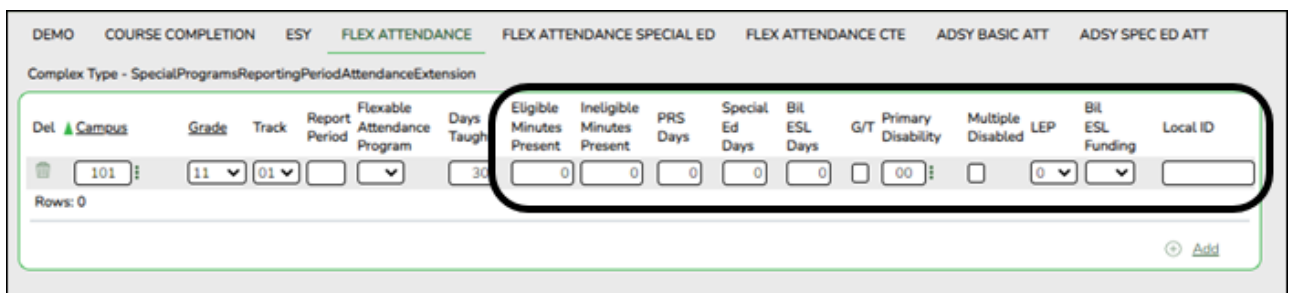
Manually enter flexible attendance data for the Optional Flexible School Day Program (OFSDP) Credit/Promotion Recovery Program as needed.

The following fields are displayed on all three Flex Att tabs:

<b>Campus</b>	CAMPUS-ID-OF-ENROLLMENT (E0782) Type or select the three-digit campus ID.
<b>Grade</b>	GRADE-LEVEL-CODE (E0017) Code table: C050 Select the student's current grade level.
<b>Track</b>	INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) Code table: C141 Select the campus calendar track to which the student is assigned.
<b>Report Period</b>	REPORTING-PERIOD-INDICATOR-CODE (E0934) Code table: C130 Select the period for which the data is being reported. For Submission 4, only codes 7 and 8 are allowed.


<p><b>Flexible Attendance Program</b></p>	<p>FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE (E1045) Code table: C177</p> <p>Select the code indicating whether the student’s flexible attendance is related to the OFSDP (Optional Flexible School Day Program) or the HSEP (High School Equivalency Program). For Submission 4, this must be set to 3-OFSDP Credit Recovery Program.</p>
<p><b>Days Taught</b></p>	<p>NUMBER-DAYS-TAUGHT (E0935)</p> <p>Type the number of days of instruction offered per the school calendar during the selected <b>Report Period</b>. For Submission 4, this must be reported as 30 days.</p>

[State Reporting](#) > [Maintenance](#) > [Extended](#) > [Flex Att](#)

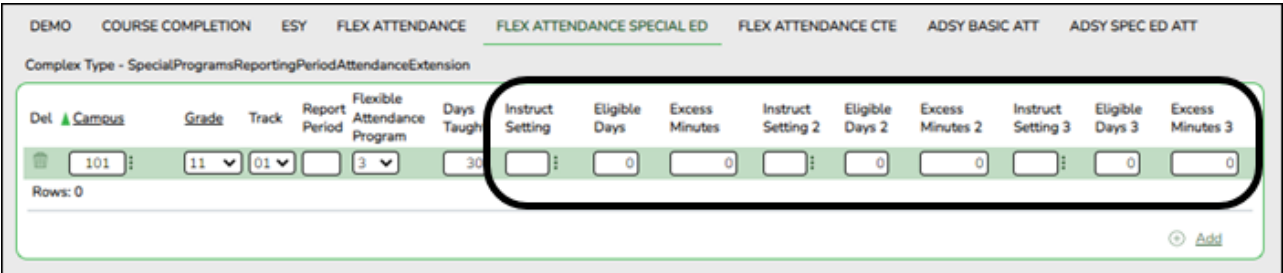


Manually add data for the *SpecialProgramsReportingPeriodAttendanceExtension* complex type as needed.

<p><b>Eligible Minutes Present</b></p>	<p>FLEX-ATTEND-TOTAL-ELIGIBLE-MINUTES-PRESENT (E1046)</p> <p>Type the total number of minutes the student was present and eligible for Foundation School Program funding during the selected reporting period.</p> <p>Report minutes in whole numbers only, rounded down to the nearest minute. The minimum is 45 minutes per reporting period.</p>
<p><b>Ineligible Minutes Present</b></p>	<p>FLEX-ATTEND-TOTAL-INELIGIBLE-MINUTES-PRESENT (E1047)</p> <p>Type the number of minutes the student was present but ineligible for Foundation School Program funding during the selected reporting period, up to five digits.</p> <p>Report minutes in whole numbers only, rounded down to the nearest minute. The minimum is 45 minutes per reporting period.</p>
<p><b>PRS Days</b></p>	<p>FLEX-ATTEND-TOTAL-PRS-DAYS-ELIGIBLE (E1048)</p> <p>Type the total number of days the female student was eligible for Compensatory Education Home Instruction (CEHI) and and/or pregnancy-related services (PRS) during the specified <b>Report Period</b>.</p>

<b>Special Ed Days</b>	FLEX-ATTEND-TOTAL-SP-ED-MAINSTREAM-DAYS-ELIGIBLE (E1049) Type the total number of days the student with a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting ( <b>Instr Set</b> = 40), was eligible for the instructional arrangement/setting during the reporting period.
<b>Bilingual ESL Days</b>	FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE Bilingual (E1050) Type the total number of days the student was eligible to participate in the state-approved bilingual/ESL program during the reporting period.
<b>G/T</b>	GIFTED-TALENTED-INDICATOR-CODE (E0034) Select if the student is participating in a state-approved gifted and talented program.
<b>Primary Disability</b>	PRIMARY-DISABILITY-CODE (E0041) Code table: C053  Click  to select the code indicating the student's primary disability as recorded in the student's Individualized Education Program (IEP).  Rule 41163-0003: At least one disability must be selected for a special education student.
<b>Multiply Disability</b>	MULTIPLY-DISABLED-INDICATOR-CODE (E0882) Code table: C088  Select if the student was designated by the Admission, Review, and Dismissal (ARD) committee as multiply disabled during the reporting period.
<b>EB</b>	EMERGENT-BILINGUAL-INDICATOR-CODE (E0790) Code table: C061  Select the year of monitoring, if the student has been identified as emergent bilingual (EB) during the reporting period.
<b>Local ID</b>	LOCAL-STUDENT-ID (E0923)  (Optional) Type the student's local ID number as assigned by the district. This is a nine-digit number, the first three digits of which are the campus ID followed by the student ID.

State Reporting > Maintenance > Extended > Flex Att Spec Ed



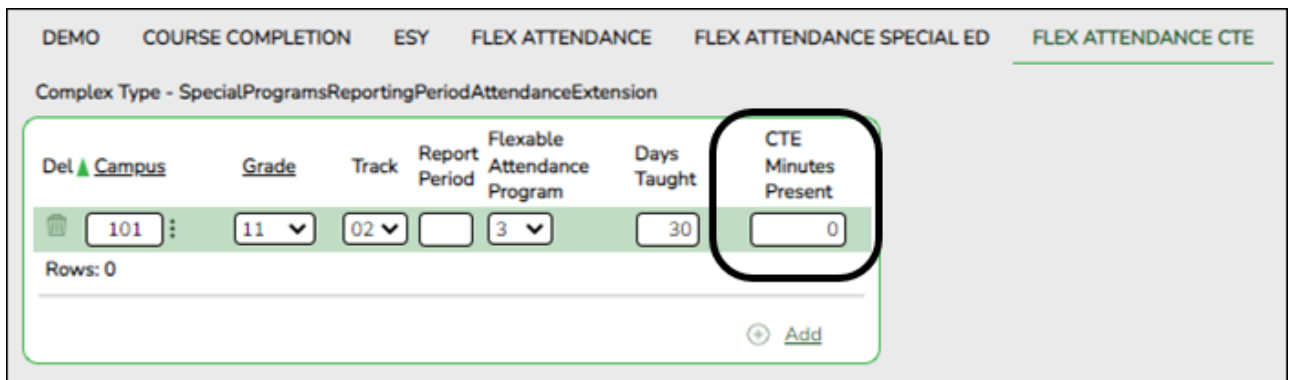
Del	Campus	Grade	Track	Report Period	Flexible Attendance Program	Days Taught	Instruct Setting	Eligible Days	Excess Minutes	Instruct Setting 2	Eligible Days 2	Excess Minutes 2	Instruct Setting 3	Eligible Days 3	Excess Minutes 3
	101	11	01		3	30		0	0		0	0		0	0

Manually add data for the *SpecialProgramsReportingPeriodAttendanceExtension* complex type as needed for special education students.

<b>Instructional Setting</b> <b>Instructional Setting 2</b> <b>Instructional Setting 3</b>	INSTRUCTIONAL-SETTING-CODE (E0173) Code table: C035  Select the instructional setting used to provide instruction to the student. (Extended ESY only) Rule 42408-0003: The following instructional settings in the drop-down field are <i>not</i> eligible for extended school year services: 31, 32, 34, 40, 50, 60, 70, or 71.
<b>Eligible Days</b> <b>Eligible Days 2</b> <b>Eligible Days 3</b>	FLEX-ATTEND-DAYS-ELIGIBLE-IN-INSTR-SETTING (E1051)  Type the total number of school days the student was eligible for a particular special education instructional setting that was eligible for Foundation School Program funding during the reporting period.
<b>Excess Minutes</b> <b>Excess Minutes 2</b> <b>Excess Minutes 3</b>	FLEX-ATTEND-EXCESS-MINUTES-IN-INSTR-SETTING (E1052)  Type the number of minutes above the allowable 360-minute daily limit of combined Career & Technical Education (CTE), special education, and related services in the designated instructional setting the student was served during the selected reporting period.

If the student was provided instruction in more than one instructional setting, add data for the additional instructional settings.

[State Reporting](#) > [Maintenance](#) > [Extended](#) > [Flex Att CTE](#)



Manually add data for the *SpecialProgramsReportingPeriodAttendanceExtension* complex type as needed for CTE students.

<b>CTE Minutes Present</b>	FLEX-ATTEND-TOTAL-CAREER-TECH-MINUTES-PRESENT (E1053)  Type the total number of minutes the student was present, eligible, and enrolled in an approved CTE course during a particular reporting period.
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## Back Cover