

TEA Census Block - Export Address

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IMPORTANT: This utility must be run in the Firefox browser. This utility allows you to create a file for the purposes of assigning a Census Block GEO ID.

NOTE: Users will use the **Census Block Group Tool** to look up a census block number for a single address, or upload a .CSV file with multiple addresses to which the system applies a census block number. For additional information and instructions on how to download the Census Block Group Tool, login to the TSDS Portal (TEA Login (TEAL)) and refer to the **TSDS Census Block Group Tool User Guide** PDF.

Export Data:

❑ Click **Missing/Invalid Data Report**.

A report opens that provides a list of students not eligible for the census block export due to errors.

Students are included on the report if they are ineligible due to any of the following conditions:

- **Blank UID** - The column displays **Yes** for students with a blank Texas Unique Student ID.
- **Homeless** - The column displays **Yes** if the student is homeless.
- **Invalid Address** - The column displays **Yes** if the student has an invalid physical address.
- **ADA Eligibility** - The column displays **Yes** if the student's code is 0, 4, 5, or 8 (by PEIMS As-of date). The student's code must be 1, 2, 3, 6, 7, or 9 (as of the PEIMS date).

❑ Click **Execute**.

A .csv file is generated that can be exported to the TEA to obtain census block data for eligible students who do not have it. The file contains the student's Texas Unique Student ID and physical address (street number and name, city, state, and zip code).

IMPORTANT: The TEA-calculated file must complete in text format and must be saved **Save as Type** .CSV (comma delimited) to import.


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