Level 0 and Level 0 Historical (L0H) Validation Checks and Error Messages

Version 9.02

Revised
2/7/2014

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Revision History

Student Lite (Demographic) Data Validation and Errors

Date	Comment

8 /23/2013	• Modified Student Lite DM1077
	
	    o Beginning in the 2013-14 school year, a Diploma Type Code of 085 without an exit enrollment code of 629, will receive the following error:
	        *DM1077 v9.0 Missing or Invalid exit enrollment for IEP diploma code.

2 /7 /2014	• Change to Birthdate check DM1089 to allow students to attend summer school, even if they turned 21 prior to June 30th preceding the summer school session
	
	    o A birthdate that is 23 years less than the current school year will receive the following error:
	        *DM1089 v9.02 Birth Date cannot be 23 years prior to school year: & bad data

Student Lite (Demographic) Data Validation and Errors

Key Fields:

District Code, School Year, Student Id

Required Fields:

District Code, Location Code, School Year, Student Id, Last Name, First Name, Current Grade Level, Birthdate, Gender, Race 1 Code, Status Code, District Code Of Residence, Hispanic Ethnicity Indicator

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - DM1001   v7.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location code that is blank will receive the following error.
  - DM1002   v7.0 Missing or Invalid Location Code: & bad data

- A location code that cannot be found in the LOCATION lookup table or the Location Year table, if populated, will receive the following error:
  - DM1003   v7.0 Missing, Invalid or Inactive Location Code for selected school year: & bad data

School Year

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - DM1004   v7.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student Id

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - DM1006   v7.0 Student ID exceeds 9 characters: & bad data

- A Student ID that is not numeric will receive the following error:
  - DM1007   v7.0 Student ID not numeric: & bad data

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Last Name

Integrity Check:

- The last name field must have data and must not be longer than 25 characters. If the last name is longer than 25 characters then only the first 25 characters will be saved.

Errors:

- A last name that is blank will receive the following error:
  - o DM1008   No Student Last Name

First Name

Integrity Check:

- The first name field must have data and must not be longer than 15 characters. If the first name is longer than 15 characters then only the first 15 characters will be saved.

Errors:

- A first name that is blank will receive the following error:
  - o DM1009   No Student First Name.

Middle Initial

Integrity Check:

- The Middle Initial, if provided, must not be longer than 1 character. If the Middle Initial is longer than 1 character then only the first character will be saved.

Errors:

- No errors are associated with the Middle Initial field.

Current Grade Level

Integrity Check:

- The current grade level must have data and must be found in the STUDENT_GRADE_LVL lookup table

Errors:

- A current grade level that is blank or that cannot be found in the STUDENT_GRADE_LVL lookup table will receive the following error:
  - o DM1010   v7.0 Missing or Invalid Grade Level: & bad data

Home Room

Integrity Check:

- The homeroom, if provided, must not be longer than 6 characters. If the homeroom is longer than 6 characters then only the first 6 characters will be saved.

Errors:

- No errors are associated with the homeroom field.

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Birthdate

Integrity Check:

- The birth date field must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be earlier than the current date.
Note: Students are allowed to attend summer school, even if they turned 21 prior to June 30th preceding the summer school session.

Errors:

- A birth date that is blank, not 10 characters in length, not a valid date, or is not in the correct format will receive the following error:
  - o DM1012   v7.0 Missing or Invalid Birth Date: & bad data

- A birth date that is equal to or later than the current date will receive the following error:
  - o DM1016   v7.0 Birth Date exceeds current date: & bad data
  - o DM1016H   v1.0 L0H Only - Birth Date exceeds school year date. (School Year)

- A birthdate that is 23 years less than the current school year will receive the following error:
  - o DM1089   v9.02 Birth Date cannot be 23 years prior to school year: & bad data

Gender

Integrity Check:

- The gender code must have data and must be found in the GENDER_CODE lookup table

Errors:

- A gender code that is blank or that cannot be found in the GENDER_CODE lookup table will receive the following error:
  - o DM1017   v7.0 Missing or Invalid Gender Code: & bad data

Race 1 Code

Integrity Check:

- The Race 1 Code must have data and must be found in the Race or Ethnicity table

Errors:

- A Race 1 code that is blank or cannot be found in the Race or Ethnicity lookup table will receive the following error:
  - o DM1081   v7.0 Missing or Invalid Race 1 Code: & bad data

Home Language

Integrity Check:

- The home language code, if provided, must be found in the STUDENT_PLC_CODE lookup table

Errors:

- A home language code that cannot be found in the STUDENT_PLC_CODE lookup table will receive the following error:
  - o DM1021   v7.0 Invalid PLC Code: & bad data

Challenge Type

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Level Of Integration

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

LEP Participation

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Duration Of LEP (years Enrolled In A Bilingual Or Esl Program)

Integrity Check:

- The duration of LEP, if provided, must be numeric, not exceed 2 characters in length, and must fall in 0-25 range.

Errors:

- A duration of LEP that is not numeric, more than 2 characters, or that is outside the range of 0-25 will receive the following error:
  - ○ DM1022   v7.0 LEP Duration value outside of valid range (must be 0-25 and a whole number): & bad data

Post Graduate Activity

Integrity Check:

- The post-grad activity code, if provided, must be found in the POST_GRAD_CODE lookup table

Errors:

- A post-grad activity code that cannot be found in the POST_GRAD_CODE lookup table will receive the following error:
  - ○ DM1025   v7.0 Invalid Post Grad Code: & bad data

Status Code

Integrity Check:

- The status code must have data and must be found in the STUDENT_STATUS lookup table

Errors:

- A status code that is blank or that cannot be found in the STUDENT_STATUS lookup table will receive the following error:
  - ○ DM1026   v7.0 Missing or Invalid Status Code: & bad data

Last Status Date

Integrity Check:

- The last status date, if provided, must be a valid date, must be 10 characters in length, must be in the following format: YYYY-MM-DD, and must not be later than June 30th of the user selected school year.
  *Note: Although not required, Level 0, on import, auto-populate a blank last status date field with yyyy-06-30 (yyyy being the selected school year) for active records. Inactive records with a blank last status date will be auto-populated with the current date of import or yyyy-06-29 whichever is earlier. A record with a status date after yyyy-06-30 will be in error.

Errors:

- A last status date that is not 10 characters in length, not a valid date, not in the correct format, or does not fall withing the selected school year will receive the following error:
  - ○ DM1028   v7.0 Invalid Last Status Date (Must be in YYYY-MM-DD format and fall within the current school year): & bad data

Poverty Code

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Population Code

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Mobility Code

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Diploma Type Code

Integrity Check:

- The diploma type code, if provided, must be found in the DIPLOMA_TYPE_CODE lookup table

Errors:

- A diploma type code that cannot be found in the DIPLOMA_TYPE_CODE lookup table will receive the following error:
  - ○ DM1032   v7.0 Invalid Diploma Type Code: & bad data

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Program Services Code

Integrity Check:

- No checks are done on this field and any data residing in this field are not currently being saved.

Date Of Entry Grade 9

Integrity Check:

- The grade 9 entry date, if provided, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-DD.

Errors:

- A grade 9 entry date that is not 10 characters in length, not in the correct format, or not a valid date will receive the following error:
  - o DM1035   v7.0 Invalid Grade 9 entry date (Must be a valid date and in YYYY-MM-DD format): & bad data

- A record with a grade level that equates to a grade ordinal of 9th, 10th, 11th, 12th, and a grade 9 entry date is greater than current date will receive the following error:
  - o DM1038   v7.0 Grade 9 entry date cannot be a future date: & bad data
  - o DM1038H   v1.0 L0H Only - Grade 9 entry date cannot exceed school year. (School Year)

- A date of entry to Grade 9 that is less than or equal to the students birthdate will receive the following error:
  - o DM1039   v7.0 Grade 9 entry date is not later than birth date: & bad data

Service Provider (Backmapping Beds Code)

Integrity Check:

- The back mapping beds code, if provided, must be found in the LOCATION lookup table

Errors:

- A back mapping beds code that cannot be found in the LOCATION lookup table will receive the following error:
  - o DM1040   v7.0 Invalid BEDS Code: & bad data

Inoculation Date

Integrity Check:

- The inoculation date, if provided, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-DD.

Errors:

- An inoculation date that is not 10 characters in length, not in the correct format, or not a valid date will receive the following error:
  - o DM1041   v7.0 Invalid Inoculation Date (Must be a valid date and in YYYY-MM-DD format): & bad data

- An inoculation date that is or less than the students date of birth will receive the following error:
  - o DM1044   v7.0 The Inoculation Date cannot be prior to date of birth: & bad data

- An inoculation date that is equal to or later than the current date will receive the following error:
  - o DM1045   v7.0 The Inoculation Date exceeds the current date: & bad data

Address

Integrity Check:

- The address, if provided, must not be longer than 30 characters. If the address is longer than 30 characters then only the first 30 characters will be saved.

Errors:

- No errors are associated with this field.

Address Line 2

Integrity Check:

- The address 2, if provided, must not be longer than 30 characters. If the address 2 is longer than 30 characters then only the first 30 characters will be saved.

Errors:

- No errors are associated with this field.

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

City

Integrity Check:

- The city, if provided, must not be longer than 25 characters. If the city is longer than 25 characters then only the first 25 characters will be saved.

Errors:

- No errors are associated with this field.

State

Integrity Check:

- The state, if provided, must not be longer than 2 characters. If the state is longer than 2 characters then only the first 2 characters will be saved.

Errors:

- No errors are associated with this field.

Zip Code

Integrity Check:

- The zip code, if provided, must not be longer than 10 characters. If the zip code is longer than 10 characters then only the first 10 characters will be saved.

Errors:

- No errors are associated with this field.

Home Phone

Integrity Check:

- The home phone, if provided, must not be longer than 14 characters. If the home phone is longer than 14 characters then only the first 14 characters will be saved.

Errors:

- No errors are associated with this field.

Guardian Name

Integrity Check:

- The guardian name, if provided, must not be longer than 40characters. If the guardian name is longer than 40 characters then only the first 40 characters will be saved.

Errors:

- No errors are associated with this field.

Guardian Name 2

Integrity Check:

- The guardian name 2, if provided, must not be longer than 40 characters. If the guardian name 2 is longer than 40 characters then only the first 40 characters will be saved

Errors:

- No errors are associated with this field.

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Place Of Birth

Integrity Check:

- The place of birth, if provided, must not be longer than 50 characters. If the place of birth is longer than 50 characters then only the first 50 characters will be saved.

Errors:

- No errors are associated with this field.

Date Of Entry To U.S.

Integrity Check:

- The date of entry to U.S., if provided, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-

Errors:

- A date of entry to U.S that is not 10 characters in length, not in the correct format, or not a valid date will receive the following error:
  - DM1046   v7.0 Invalid Date Of Entry to US (Must be a valid date and in YYYY-MM-DD format): & bad data

- A date of entry to US that is equal to or later than the current date will receive the following error:
  - DM1049   v7.0 Date of Entry to US exceeds the current date: & bad data
  - DM1049H   v1.0 L0H Only - Date of Entry to US exceeds school year date. (School Year)

- A date of entry to US that is 25 years less than the current school year will receive the following error:
  - DM1050   v7.0 Date of Entry to US is earlier than 25 years prior to school year: & bad data

- A date of entry to US that is less than or equal to the students birthdate (when the student is an immigrant) will receive the following error:
  - DM1051   v7.0 Date of Entry to US must be later than birth date: & bad data

Number of Years In US Schools

Integrity Check:

- The number of years in U.S. schools, if provided, must be numeric and must not exceed 4 characters in length.

Errors:

- A number of years in U.S. schools that is not numeric, more than 2 characters, or that is outside the range of 0-25 will receive the following error:
  - DM1052   v7.0 Num. Years In US Schools value outside of valid range (must be 0-25 and a whole number): & bad data

Country Of Origin

Integrity Check:

- The country of origin code, if provided, must be found in the COUNTRY_CODE lookup table

Errors:

- A country of origin code that cannot be found in the COUNTRY_CODE lookup table will receive the following error:
  - DM1055   v7.0 Invalid Country of Origin Code: & bad data

District Code Of Residence

Integrity Check:

- District Code of Residence must be provided and be found in District Lookup Table.

Errors:

- A District Code of Residence that cannot be found in the District lookup table will receive the following error:
  - DM1091   v7.0 Missing or Invalid Dist. Code of Residence: & bad data

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Hispanic Ethnicity Indicator

Integrity Check:

- Hispanic Ethnicity Inidicator must be provided and match a value in the YesNo Lookup table

Errors:

- A Hispanic Ethnicity Indicator that cannot be found in the YesNo Lookup table will receive the following error:
  o DM1080   v7.0 Missing or Invalid Hispanic Ethnicity Indicator: & bad data

- School Year Ending 2010-06-30 and prior - Hispanic Ethnicity Indicator that is Equal to "Yes" with a Race 1 Not Equal to "Hispanic" or "Multiracial", will receive the following error:
  o DM1087   v7.0 Prior to 2010-07-01, Race 1 code must equal Hispanic or Multiracial when Hispanic Ethnicity Indicator = Yes.

Race 2 Code

Integrity Check:

- The Race 2 Code, if provided, must be found in the Race or Ethnicity table

Errors:

- A Race code, if provided, that cannot be found in the Race lookup table will receive the following error:
  o DM1082   v7.0 Invalid Race X Code: & bad data

- If a "Hispanic" or "Multiracial" Race code(s) is provided in any of the following fields (Race 2 thru 5), prior to 2010-07-01, you will receive the following error:
  o DM1088   v7.0 Prior to 2010-07-01, Hispanic or Multiracial race codes are only valid for Race 1.

Race 3 Code

Integrity Check:

- The Race 3 Code, if provided, must be found in the Race or Ethnicity table

Errors:

- *** See Error Checks listed under Race 2 ***

Race 4 Code

Integrity Check:

- The Race 4 Code, if provided, must be found in the Race or Ethnicity table

Errors:

- *** See Error Checks listed under Race 2 ***

Race 5 Code

Integrity Check:

- The Race 5 Code, if provided, must be found in the Race or Ethnicity table

Errors:

- *** See Error Checks listed under Race 2 ***

Homeless Indicator

Integrity Check:

- The Homeless indicator, if provided, must be the value of Y or N.
  The Homeless indicator, if blank, on import, will auto-populate to the value of N

Errors:

- A Homeless indicator that is not valid will receive the following error:
  o DM1057   v7.0 Invalid Homeless indicator: & bad data

Student Lite (Demographic) Data Validation and Errors

Individual field Integrity Checks and errors:

Migrant Indicator

Integrity Check:

- The Migrant indicator, if provided, must be the value of Y or N.
 The Migrant indicator, if blank, on import, will auto-populate to the value of N

Errors:

- A Migrant indicator that is not valid will receive the following error:
  o DM1058   v7.0 Invalid Migrant indicator: & bad data

Immigrant Indicator

Integrity Check:

- The Immigrant indicator, if provided, must be the value of Y or N.
 The Immigrant indicator, if blank, on import, will auto-populate to the value of N

Errors:

- A Immigrant indicator that is not valid will receive the following error:
  o DM1060   v7.0 Invalid Immigrant indicator: & bad data

- When Immigrant indicator = "Y", Country of Origin cannot be AS, GU, MP, PR, UM ,US, VI
  o DM1061   v7.0 Invalid Country of Origin for Immigrant: & bad data

Neglected Or Delinquent Indicator

Integrity Check:

- The Neglected/Delinquent indicator, if provided, must be the value of Y or N.
 The Neglected/Delinquent indicator, if blank, on import, will auto-populate to the value of N

Errors:

- A Neglected/Delinquent/ indicator that is not valid will receive the following error:
  o DM1059   v7.0 Invalid Neglected/Delinquent indicator: & bad data

Homeless Primary Nighttime Residence

Integrity Check:

- The Homeless Primary Nighttime Residence code, if provided, must be found in the DWELLING_ARRANGEMENT lookup table

Errors:

- A Homeless Primary Nighttime Residence code that cannot be found in the DWELLING_ARRANGEMENT lookup table will receive the following error
  o DM1062   v7.0 Invalid Homeless Primary Nighttime Residence code: & bad data

Student Lite (Demographic) Data Validation and Errors

Additional 2nd Level Verification Fatal Error Checks

- Verification

Errors:

- When Immigrant indicator = "Y", Country of Origin, Date of Entry in US, and Years in US Schools must also be provided
  - o DM1064   W/F: Immigrant ind. = Yes: missing Country of Origin
  - o DM1065   W/F: Immigrant ind. = Yes: missing Date of Entry in US
  - o DM1066   W/F: Immigrant ind. = Yes: missing Years in US Schools

- If Homeless indicator = "Y", Homeless Primary Nighttime Residence must also be populated
  - o DM1067   v3.01 W/F: Homeless ind. = Yes: Missing Homeless Primary Nighttime Residence

- - If Homeless Nighttime Residence has a value, then the Homeless Indicator must = Y
  - o DM1068   v7.0 W/F - Homeless Primary Nighttime Residence indicated: Homeless Ind. must = Yes.

- A diploma type code that has no associated post grad activity code will receive the following error:
  - o DM1063   W/F: Missing Post grad code

- Number of years in US schools equal to or greater than the student's age will receive the following error:
  - o DM1054   v7.0 Number of years in US schools cannot be greater than their age

- Race Codes must be filled consecutively
  - o DM1083   v7.0 Race Codes must be populated in sequence (Race1, Race2, Race3, etc.)

- Each Race Code can not be used more than once
  - o DM1084   v7.0 Each Race Code must be unique

- A current Demographict record, with a grade level that equates to a grade ordinal of 9th, 10th, 11th, 12th, and a grade 9 entry date that is blank will receive the following error:
  - o DM1092   v7.0 W/F No Grade 9 entry date

District Data Cross Edit Informational or Report(s)

- Level 0 Informational Reports

Errors:

- Check Date of Entry in Grade 9 for consistency across years
  - o DM1069   Inconsistent Date of Entry Grade 9

  - o DM1070   Note - a new immigrant has 1 year to determine grade level;

- Identify Students removed from LEP Status in the previous demographic records
  - o DM1071   Inconsistent Duration of LEP

- An active demographics record without enrollment data will receive the following warning
  - o DM1072   Missing enrollment record for selected school year

- An active demographics record with an exit enrollment record, prior to June 1, as the most recent enrollment record for a student will receive the following warning
  - o DM1073   Exit enrollment code is last enrollment record for this active student

- v3.02 Check Date of Entry in Grade 9 for consistency across 2 years
  - o DM1074   Grade 9 Entry Date Mismatch between school years for this student

- A Diploma Type Code of 017, 204, 221, 238, 255, 272, 289, 306, 323, 340, 357, 374, 391,595, 034, 051, 762, 813, 779, 796, 068, 612, 680, 697, 714, or 731 without an exit enrollment code of 799, will receive the following error:
  - o DM1076   v8.06 Missing or Invalid exit enrollment for diploma code.

- Beginning in the 2013-14 school year, a Diploma Type Code of 085 without an exit enrollment code of 629, will receive the following error:
  - o DM1077   v9.0 Missing or Invalid exit enrollment for IEP diploma code.

- A Diploma Type Code of 738 without an exit enrollment code of 816, will receive the following error:
  - o DM1078   v4.06 Missing or Invalid exit enrollment for GED diploma code.

- If Homeless = Y and there is no 5806 or 5817 Program Service record is available, the following information message will be provided:
  - o DM1085   v5.0 This Homeless student may be eligible for a FRPL program record(s) (5806 or 5817) - Please Review

- School Year Ending 2010-06-30 and prior - If race code is provided in any of the following fields (Race 2 thru 5) and Race 1 is not Equal to "Multiracial", the following information message will be provided:
  - o DM1086   v5.0 Students with more than one Race should be reported as "Multiracial" under Race 1 prior to 2010-07-01- Please review.

Revision History

Student Contact Fact Validation and Errors

Date	Comment
8 /23/2013	•

Student Contact Fact Validation and Errors

Key Fields:

District Code, School Year Date, Student ID, Contact ID, Reporting Date, Contact Relationship Code

Required Fields:

District Code, School Year Date, Student ID, Contact ID, Reporting Date, Contact Relationship Code, Contact Authorization Code, Active Indicator

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o SC1501   v8.06 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o SC1504   v8.06 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student ID

Integrity Check:

- The Student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - o SC1506   v8.06 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o SC1507   v8.06 No matching demographics record.

Contact ID

Integrity Check:

- The Contact ID must have data, must not exceed 9 characters in length, and each character must be numeric. Note: A Contact ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Contact ID are not imported.

Errors:

- A Contact ID that exceeds 9 characters in length will receive the following error:
  - o SC1508   v8.06 Contact ID exceeds 9 characters: & bad data

- A Contact ID that does not have a corresponding Contact record will receive the following error:
  - o SC1509   v8.06 No matching contact record.

Student Contact Fact Validation and Errors

Individual field Integrity Checks and errors:

Reporting Date

Integrity Check:

- Any Reporting date error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.

Errors:

- If the Reporting date does not match the school year date, the following message will display:
  - SC1510   v8.06 Reporting date does not match school year date: (bad date). At the top of this page you selected (selected school year) as the school year. Please adjust your record(s) or select a different school year

Contact Relationship Code

Integrity Check:

- The Contact Relationship Code must have data and must be found in the CONTACT RELATIONSHIP Lookup table

Errors:

- A Contact Relationship Code that is blank or cannot be found in the CONTACT RELATIONSHIP Lookup table will receive the following error:
  - SC1511   v8.06 Missing or Invalid Contact Relationship Code: & bad data

Contact Authorization Code

Integrity Check:

- The Contact Authorization Code must be provided and must be found in the CONTACT AUTHORIZATION Lookup table. SED will only collect code 01

Errors:

- The Contact Authorization Code must be provided and must be found in the CONTACT AUTHORIZATION Lookup table, if it can't be found in the table you will receive the following message:
  - SC1512   v8.06 Missing or Invalid Contact Authoriztion Code: & bad data

Contact Sequence Number

Integrity Check:

- 'This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Active Indicator

Integrity Check:

- Active Indicator must be provided and match a value in the INDICATOR Lookup table

Errors:

- An Active Indicator that cannot be found in the INDICATOR Lookup table will receive the following error:
  - SC1513   v8.06 Missing or Invalid Active Indicator: & bad data

Revision History

Contact (Adult) Validation and Errors

Date	Comment
9 /20/2013	• Modifications and additional edits for the 2013-14 school year

- A State Contact ID that is blank or exceeds 9 characters in length will receive the following error:
  * CA1606 v9.01 Missing State Contact ID or length exceeds 9 characters: & bad data
- If email address is blank the following error will be displayed:
  * CA1632 v9.01 Missing Personal Contact email address

Contact (Adult) Validation and Errors

<u>**Key Fields:**</u>

District Code, Primary Contact ID, School Year Date

<u>**Required Fields:**</u>

District Code, Primary Contact ID, School Year Date, Contact First Name, Contact Last Name

<u>**Quasi-Required Fields (Certain Records):**</u>

State Contact ID

<u>Individual field Integrity Checks and errors:</u>

<u>District Code</u>

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o CA1601   v8.06 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

<u>Primary Contact ID</u>

Integrity Check:

- The Primary Contact ID must have data, must not exceed 9 characters in length, and each character must be numeric. Note: A Primary Contact ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Primary Contact ID are not imported.

Errors:

- A Primary Contact ID that exceeds 9 characters in length will receive the following error:
  - o CA1608   v8.06 Primary Contact ID exceeds 9 characters: & bad data

- A Primary Contact ID that is not numeric will receive the following error:
  - o CA1609   v8.06 Primary Contact ID not numeric: & bad data

<u>School Year Date</u>

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o CA1604   v8.06 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

<u>State Contact ID</u>

Integrity Check:

- The State Contact ID must be provided and must not exceed 9 characters Note: A State Contact ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length.

Errors:

- A State Contact ID that is blank or exceeds 9 characters in length will receive the following error:
  - o CA1606   v9.01 Missing State Contact ID or length exceeds 9 characters: & bad data

<u>Local Contact ID</u>

Integrity Check:

- Local Contact ID (Field 5) thru Alternate Contact ID (Field 7) - No checks are done for these fields and any data residing in these fields is not currently being saved

Contact (Adult) Validation and Errors

Individual field Integrity Checks and errors:

Contact Name Prefix

Integrity Check:

- The contact name prefix, if provided, must be found in the NAME PREFIX lookup table.

Errors:

- A contact name prefix that cannot be found in the NAME PREFIX lookup table will receive the following error:
  - o CA1610   v8.06 Invalid Contact Name Prefix: & bad data:

Contact First Name

Integrity Check:

- The contact first name field must have data and must not be longer than 75 characters. If the contact first name is longer than 75 characters then only the first 75 characters will be saved.

Errors:

- A contact first name that is blank will receive the following error:
  - o CA1611   v8.06 No Contact First Name

Contact Middle Name

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Contact Last Name

Integrity Check:

- The contact last name field must have data and must not be longer than 75 characters. If the contact last name is longer than 75 characters then only the first 75 characters will be saved.

Errors:

- A contact last name that is blank will receive the following error:
  - o CA1612   v8.06 No Contact Last Name

Contact Name Suffix

Integrity Check:

- The contact name suffix, if provided, must be found in the NAME SUFFIX lookup table.

Errors:

- A contact name suffix that cannot be found in the NAME SUFFIX lookup table will receive the following error:
  - o CA1613   v8.06 Invalid Contact Name Suffix: & bad data

Contact Gender Code

Integrity Check:

- The contact gender code, if provided must be found in the GENDER_CODE lookup table

Errors:

- A contact gender code that cannot be found in the GENDER_CODE lookup table will receive the following error:
  - o CA1614   v8.06 Invalid Contact Gender Code: & bad data

Contact Oral Language Code

Integrity Check:

- The contact oral language code, if provided, must have data and must be found in the LANGUAGE CODE lookup table

Errors:

- A contact oral language that cannot be found in the LANGUAGE CODE lookup table will receive the following error:
  - o CA1615   v8.06 Invalid Contact Oral Language Code: & bad data

Contact (Adult) Validation and Errors

Individual field Integrity Checks and errors:

Contact Written Language Code

Integrity Check:

- The contact written language, if provided code must have data and must be found in the LANGUAGE CODE lookup table

Errors:

- A contact written language code that cannot be found in the LANGUAGE CODE lookup table will receive the following error:
  - o CA1616   v8.06 Invalid Contact Written Language Code: & bad data

Contact Home Address 1

Integrity Check:

- Contact Home Address 1, 2, & 3, if provided, must be done in sequence order as necessary. The address, must not be longer than 40 characters. If the address is longer than 40 characters then only the first 40 characters will be saved.

Contact Home Address 2

Integrity Check:

- Contact Home Address 1, 2, & 3, if provided, must be done in sequence order as necessary. The address, must not be longer than 40 characters. If the address is longer than 40 characters then only the first 40 characters will be saved.

Errors:

- Contact Home Address 2 and/or 3, if provided, must have data in previous Contact Home Address field(s), otherwise you will receive the following error:
  - o CA1617   v8.06 Contact Home Address 1, 2, & 3 must be provided in sequence order as necessary

Contact Home Address 3

Integrity Check:

- Contact Home Address 1, 2, & 3, if provided, must be done in sequence order as necessary. The address, must not be longer than 40 characters. If the address is longer than 40 characters then only the first 40 characters will be saved.

Errors:

- Contact Home Address 2 and/or 3, if provided, must have data in previous Contact Home Address field(s), otherwise you will receive the following error:
  - o CA1617   v8.06 Contact Home Address 1, 2, & 3 must be provided in sequence order as necessary

Contact Home City

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length. Contact Home City is only required if Contact Home Address has been provided

Errors:

- A Contact Home City that has Not been provided when the Contact Home Address has been provided, will receive the following error:
  - o CA1619   v8.06 Missing Contact Home City for Contact Home Address

Contact Home State Code

Integrity Check:

- Contact Home State Code, if provided, must be found in the STATE ABBR Lookup table. Contact Home State Code is only required if Contact Home Address has been provided

Errors:

- A Contact Home State Code that can't be found in thee STATE ABBR Lookup table or that has Not been provided when the Contact Home Address has been provided, will receive the following error:
  - o CA1620   v8.06 Missing or Invalid Contact Home State Code: & bad data

Contact (Adult) Validation and Errors

Individual field Integrity Checks and errors:

Contact Home Postal Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length. Contact Home Postal Code is only required if Contact Home Address has been provided

Errors:

- A Contact Home Postal Code that has Not been provided when the Contact Home Address has been provided, will receive the following error:
  o CA1621   v8.06 Missing Contact Home Postal Code for Contact Home Address

Contact Home State County Name

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Contact Home Country Code

Integrity Check:

- Contact Home Country Code, if provided, must be found in the COUNTRY Code Lookup table.

Errors:

- Contact Home Country Code that cannot be found in the COUNTRY Code Lookup table will receive the following error:
  o CA1622   v8.06 Invalid Contact Home Country Code: & bad data

Contact Mailing Address 1

Integrity Check:

- Contact Mailing Address 1, 2, & 3, if provided, must be done in sequence order as necessary. The address, must not be longer than 40 characters. If the address is longer than 40 characters then only the first 40 characters will be saved.

Contact Mailing Address 2

Integrity Check:

- Contact Mailing Address 1, 2, & 3, if provided, must be done in sequence order as necessary. The address, must not be longer than 40 characters. If the address is longer than 40 characters then only the first 40 characters will be saved.

Errors:

- Contact Mailing Address 2 and/or 3, if provided, must have data in previous Contact Mailing Address field(s), otherwise you will receive the following error:
  o CA1623   v8.06 Contact Mailing Address 1, 2, & 3 must be provided in sequence order as necessary

Contact Mailing Address 3

Integrity Check:

- Contact Mailing Address 1, 2, & 3, if provided, must be done in sequence order as necessary. The address, must not be longer than 40 characters. If the address is longer than 40 characters then only the first 40 characters will be saved.

Errors:

- Contact Mailing Address 2 and/or 3, if provided, must have data in previous Contact Mailing Address field(s), otherwise you will receive the following error:
  o CA1623   v8.06 Contact Mailing Address 1, 2, & 3 must be provided in sequence order as necessary

Contact Mailing City

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length. Contact Mailing City is only required if Contact Mailing Address has been provided

Errors:

- A Contact Mailing City that has Not been provided when the Contact Mailing Address has been provided, will receive the following error:
  o CA1625   v8.06 Missing Contact Mailing City for Contact Mailing Address

Contact (Adult) Validation and Errors

Individual field Integrity Checks and errors:

Contact Mailing State Code

Integrity Check:

- Contact Mailing State Code, if provided, must be found in the STATE ABBR Lookup table. Contact Mailing State Code is only required if Contact Mailing Address has been provided

Errors:

- A Contact Mailing State Code that can't be found in thee STATE ABBR Lookup table or that has Not been provided when the Contact Mailing Address has been provided, will receive the following error:
  - o CA1626   v8.06 Missing or Invalid Contact Mailing State Code: & bad data

Contact Mailing Postal Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.   Contact Mailing Postal Code is only required if Contact Mailing Address has been provided

Errors:

- A Contact Mailing Postal Code that has Not been provided when the Contact Mailing Address has been provided, will receive the following error:
  - o CA1627   v8.06 Missing Contact Mailing Postal Code for Contact Mailing Address:

Contact Mailing State County Name

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Contact Mailing Country Code

Integrity Check:

- Contact Mailing Country Code, if provided, must be found in the COUNTRY Code Lookup table.

Errors:

- Contact Mailing Country Code that cannot be found in the COUNTRY Code Lookup table will receive the following error:
  - o CA1628   v8.06 Invalid Contact Mailing Country Code: & bad data

Contact Home Phone Number

Integrity Check:

- Contact Home Phone Number, if provided, must be in the 999-999-9999 format

Errors:

- A Contact Home Phone Number, if provided, that is not in the 999-999-9999 format, will receive the following error:
  - o CA1629   v8.06 Invalid Contact Home Phone Number (must be in 999-999-9999 format): & bad data

Contact Work Phone Number

Integrity Check:

- Contact Work Phone Number, if provided, must be in the 999-999-9999 format

Errors:

- Contact Work Phone Number, if provided, must be in the 999-999-9999 format
  - o CA1630   v8.06 Invalid Contact Work Phone Number (must be in 999-999-9999 format): & bad data

Contact Mobile Phone Number

Integrity Check:

- Contact Mobile Phone Number, if provided, must be in the 999-999-9999 format

Errors:

- Contact Mobile Phone Number, if provided, must be in the 999-999-9999 format
  - o CA1631   v8.06 Invalid Contact Mobile Phone Number (must be in 999-999-9999 format): & bad data

Contact (Adult) Validation and Errors

Individual field Integrity Checks and errors:

Contact Work Email Address

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Contact Personal Email Address

Integrity Check:

- Must be provided and must be a valid email address for a contact to access to the EDP

Errors:

- If email address is blank the following error will be displayed:
  o CA1632   v9.01 Missing Personal Contact email address

Revision History

Date	Comment
8 /23/2013	• Modifications and additional edits for School Entry Exit 　○ An exit code of 8316 is only valid if the preceding entry code is 8294 or 0033, otherwise you will receive the following error: 　　*EE2051 v9.0 A state exit code 8316 requires a corresponding 8294 or 0033 state entry code. 　○ Any 0033 or 8294 entry enrollment type codes that have a 799 (Graduated) or 085 (Earned commencement credential/IEP) enrollment exit type codes, will receive the following error: 　　*EE2059 Invalid Enrollment Exit Type XXX for Enrollment Entry Type XXXX 　○ Beginning with 2013-14, an exit code of 085 without a 119 or 136 Diploma Type will receive the following error: 　　*EE2060 v9.0 A state exit code of 085 requires a 119 or 136 diploma type code in demographics record. 　○ Beginning with 2013-14, an exit code of 629 without a 085, 119 or 136 Diploma Type will receive the following error: 　　*EE2061 v9.0 A state exit code of 629 requires a 085, 119 or 136 diploma type code in demographics record. 　○ *********** Not Applicable - Used Prior to 2013-14 School Year ******* 　An exit code of 085 or 629 without a 085 Diploma Type will receive the following error: 　　*EE2021 v5.0 W/F: A state exit code of 085 or 629 requires a 085 diploma type code in demographics record. 　***
9 /20/2013	• Add eScholar v15 new fields
2 /7 /2014	• Modiifications to EE2020 to remove "either" & EE2026 to remove the reference to "102" exit enrollment code 　○ A 238 exit code that does not have the next School Entry/Exit record with an entry code 0011, 0022 or 0033 with a BEDS location of 0777 will receive the following error: 　　* EE2020 v9.02 W/F: A state exit code of 238 requires the next School Entry/Exit record to have an entry code of 0011, 0022 or 0033 with BEDS location 0777. 　○ An exit code of 085 without an active disability program record at time of exit will receive the following error: 　　* EE2026 v9.02 W/F: A state exit code of 085 requires an active disability program at time of exit.

School Entry Exit Data Validation and Errors

Key Fields:

District Code, Location Code, School Year Date, Student ID, School Entry Date

Required Fields:

District Code, Location Code, School Year Date, Student ID, School Entry Date, School Entry Type Code, Enrollment Grade Level

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
  If the district code does not equal the user selected district code, then the following error message will display:
  - EE2101   v7.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The Location Code must have data and must be found in the LOCATION lookup table.

Errors:

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error:
  - EE2102   v7.0 Missing or Invalid Location Code: & bad data

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
  - EE2103   v7.0 Missing, Invalid or Inactive Location Code for selected school year: & bad data

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - EE2104   v7.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student ID

Integrity Check:

- The Student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in
  the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded
  with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - EE2106   v7.0 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - EE2107   v7.0 No matching demographics record.

School Entry Exit Data Validation and Errors

Individual field Integrity Checks and errors:

School Entry Date

Integrity Check:

- The School Entry Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- An Entry date that does not meet the required criteria will receive the following error:
  - EE2002   v5.0 Missing or Invalid Entry Date. Entry Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

- An Entry date that exceeds the current date will receive the following error:
  - EE2006   v5.0 Entry Date cannot be a future date. & bad data
  - EE2006H   v1.0 L0H Only - Entry Date cannot exceed school year date. (School Year)

School Entry Type Code

Integrity Check:

- The School Entry Type Code must have data and must be found in the ENROLL_CODES dimension table

Errors:

- An Entry code that is blank or that cannot be found in the Enroll_Codes Look up table, will receive the following error:
  - EE2009   v5.0 Missing or Invalid Entry Code: & bad data

School Entry Comment

Integrity Check:

- The School Entry Comment, if provided, cannot exceed 40 characters in length.

Enrollment Grade Level

Integrity Check:

- The Enrollment Grade Level must have data and must be found in the STUDENT_GRADE_LVL lookup table

Errors:

- An enrollment grade level that is blank or cannot be found in the STUDENT_GRADE_LVL look up table, will receive the following error:
  - EE2011   v5.0 Missing or Invalid Grade Level: & bad data

Residence Status Code

Integrity Check:

- The Residence Status Code, if provided, cannot exceed 12 characters in length.

Enroll Change Code

Integrity Check:

- The Enroll Change Code, if provided, cannot exceed 12 characters in length.

School Entry Exit Data Validation and Errors

Individual field Integrity Checks and errors:

School Exit Date

Integrity Check:

- The School Exit Date can be blank, if one is provided it must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July
1 - June 30 time frame of the user selected school year.

Errors:

- If Exit Date is earlier than Entry Date, you will receive the following error:
  - ○ EE2004   v5.0 Exit Date is earlier than Entry Date & bad data

- If exit date does not meet the criteria of being a valid exit date (similar to entry date criteria) or if Exit Date date is missing and Exit Code is exists:
  - ○ EE2005   v5.0 Missing or Invalid Exit Date. Exit Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

- An Exit date that exceeds the current date will receive the following error:
  - ○ EE2007   v5.0 Exit Date cannot be a future date. & bad data
  - ○ EE2007H   v1.0 L0H Only - Exit Date cannot exceed school year date. (School Year)
  - ○ EE2999H   v1.0 L0H Only - Exit Date and Exit Code required. (School Year)

School Exit Type Code

Integrity Check:

- The School Exit Type Code may be blank or must be found in the ENROLL_CODES dimension table

Errors:

- If exit code is provided and cannot be found in the ENROLL_CODES dimension table or if Exit Date date exists and Exit Code is missing:
  - ○ EE2003   v5.0 Missing or Invalid Exit Code: & bad data
  - ○ EE2999H   v1.0 L0H Only - Exit Date and Exit Code required. (School Year)
  - ○ EE2998H   v1.0 L0H Only - Exit Code EOY requires YYYY-06-30 exit date. (School Year)

School Exit Comment

Integrity Check:

- The School Exit Comment, if provided, the School Exit Date and School Exit Type Code must also be provided. School Exit Comment cannot exceed 40 characters in length

Errors:

- If School Exit Comment is provided and the School Exit Date and/or School Exit Type Code is missing, you will receive the following error
  - ○ EE2056   v7.02 School Exit Comment must be paired with School Exit Date and School Exit Code

District Code of Residence

Integrity Check:

- The District Code of Residence is not used in the Entry Exit template.

Errors:

- No checks are done on this field and any data residing in this field is not currently being saved.

Enrolled at School Year Start Indicator

Integrity Check:

- Enrolled at School Year Start Indicator (Field 15) thru Class of Year Code (Field 19) - No checks are done for these fields and any data residing in these fields is not currently being saved

School Entry Exit Data Validation and Errors

Additional 2nd Level Verification Fatal Error Checks

- Before Enrollment data can be uploaded to Level 1, a final verification check must be performed. This check will consist of grouping all enrollment records for a district by Student ID. With the exception of 0055 enrollment, any situation in which a student has 2 or more records with the same entry or same exit date will be seen as an error.

If the Level 0 "LOCATION_YEAR" table is populated for the user selected school year (See paragraph below for info on this table), a W/F verification check will
execute that makes sure that the Location in the Enrollment section contains an active location. If the LOCATION_YEAR table is not populated, then this check
will be skipped during the verification process.

The "LOCATION_YEAR" table has been added to Level 0 to store all the valid BEDS codes across the state. There are 2 fields in this table - BEDS code and
School Year. Each RIC will be responsible for populating this table for their Level 0 database. This data can be obtained from the Level 1C or Level 1RPT
"LOCATION_YEAR" table.

School Entry Exit Data Validation and Errors

Additional 2nd Level Verification Fatal Error Checks

Errors:

- Any records that do not follow the alternating entrance/exit pattern will receive the following error:
  - o EE2013   v7.0 Multiple Entry/exit records exist with overlapping dates.

- Any record for a student ID grouping that has a duplicate Enrollment date that does not meet the requirements listed above will receive the following error:
  - o EE2014   v5.0 W/F: Exit Date and Exit Code needed because a later School Entry/Exit record exists.

- An exit code of 782 that does not have a new School Entry/Exit record with the same location, different grade level K-14, and/or and Entry date later than the 782 exit date, will receive the following error:
  - o EE2016   v5.0 W/F: A state exit code of 782 requires the next School Entry/Exit record to have the same location, different grade, and later entry date.

- An exit code of 5927 that does not have the next School Entry/Exit record with an entry code 7011 with a different location will receive the following error:
  - o EE2017   v5.0 W/F: A state exit code of 5927 requires the next School Entry/Exit record to have an entry code of 7011 and a different location.

- An exit code of 289 prior to June 1 that does not have the next School Entry/Exit record with an entry code 5654 will receive the following error:
  - o EE2018   v5.0 W/F: A state exit code of 289 requires the next School Entry/Exit record to have an entry code of 5654.

- An exit code of 153 prior to June 1 that does not have the next School Entry/Exit record with an entry code 0011 or 0022 or 0033 or 5544 or 7000 with a different location, will receive the following error:
  - o EE2019   v8.0 W/F: A state exit code of 153 requires the next School Entry/Exit record to have an entry code of 0011, 0022, 0033, 5544 or 7000 and a different location.

- A 238 exit code that does not have the next School Entry/Exit record with an entry code 0011, 0022 or 0033 with a BEDS location of 0777 will receive the following error:
  - o EE2020   v9.02 W/F: A state exit code of 238 requires the next School Entry/Exit record to have an entry code of 0011, 0022 or 0033 with BEDS location 0777.

- ****************** Not Applicable - Used Prior to 2013-14 School Year ********************
An exit code of 085 or 629 without a 085 Diploma Type will receive the following error:
  - o EE2021   v5.0 W/F: A state exit code of 085 or 629 requires a 085 diploma type code in demographics record.
          ****

- An exit code of 816 without a 738 Diploma Type will receive the following error:
  - o EE2022   v5.0 W/F: A state exit code of 816 requires a 738 diploma type code in demographics record.

- An exit code of 799 without a 017, 204, 221, 238, 255, 272, 289, 306, 323, 340, 357, 374, 391, 595, 034, 051, 762, 813, 779, 796, 068, 612, 680, 697, 714, 731 Diploma Type will receive the following error:
  - o EE2023   v8.06 W/F: Invalid diploma type code for 799 exit code.

- An exit code of 085, 799, 816, or 629 without a post graduate plan will receive the following error:
  - o EE2024   v7.0 W/F - A state exit code of 085, 799, 816, or 629 requires a post-grad code in demographics record.

- An exit code of 136 with an active disability program record, but without a post graduate plan will receive the following error:
  - o EE2025   v5.0 W/F: A 136 state exit code along with a disability record requires a post graduate code in demographics record.

- An exit code of 085 without an active disability program record at time of exit will receive the following error:
  - o EE2026   v9.02 W/F: A state exit code of 085 requires an active disability program at time of exit.

            ************* Not Applicable - Used Prior to the 2005-06 School Year ************
            EE2026 W/F: A state exit code of 085 or 102 requires an active disability program at time of exit.
            ****

- An entry code of 4034 or exit code of 140 that does not have a PS grade level will receive the following error
  - o EE2027   v5.0 W/F: A state entry code of 4034 or exit code of 140 requires a PRES grade ordinal.

- An entry code of 5654 or exit code 816 that does not have a GD grade level will receive the following error:
  - o EE2028   v5.0 W/F: A state entry code 5654 or exit code 816 requires a GED grade ordinal.

- An entry code of 0011, 0022, 0033, 4034, 5544, 5555, 5905, 7000, 7011 or 8294 that has a GD grade level will receive the following error:
  - o EE2029   v8.0 W/F: A state entry code of xxxx cannot have a GED grade ordinal.

School Entry Exit Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

Errors:

- Any 4034 entry enrollment can only be exited with a 140. Likewise, a 140 exit can only be used with a 4034 entry.
   - EE2030   v6.01 W/F: 4034 state entry code and 140 state exit code can only be paired with one another.

- A 5555 entry enrollment can only be exited with a 8228. Likewise, a 8228 exit can only be used with a 5555 entry:
   - EE2031   V8.06 5555 state entry code and 8228 state exit code can only be paired with one another.

- Any School Entry/Exit record that only have grade levels that equates to a grade ordinal other than 7th , 8th, 9th, 10th, 11th, 12th, GED, 7-12, or (K - 6 and student age >= 17 at some point during the school year) and has data in the grade 9 entry date field will receive the following error:
   - EE2033   v7.01 W/F: No grade 9 entry date expected in demographics record.

- A current School Entry/Exit record, with the exception of 5905 Entry, with a grade level that equates to a grade ordinal of 9th, 10th, 11th, 12th, and a grade 9 entry date that is blank will receive the following error:
   - EE2034   v7.0 Enrollment grade level is 9 - 12 and no grade 9 entry date in demographics record.

- Students under 20 (DOB) with 136 Exit will receive the following error
   - EE2045   v5.0 W/F: State exit code 136 (Reached Max Age) error for student with age less than 20.

- An exit code of 8305 without a preceding 5905 entry enrollment will receive the following:
   - EE2046   v5.0 W/F: A state exit code 8305 requires a 5905 state entry code.

- A GED grade ordinal that doesn't have a valid GED Location will receive the following error:
   - EE2048   v5.0 W/F: GED grade ordinal requires a GED location code.

- A District Level Location, without associated PRES grade and 4034/140 state entry/exit codes will receive the following error:
   - EE2049   v5.0 W/F: A District location code is only valid with a PRES grade ordinal and a 140 state exit or 4034 state entry code.

- A County Location without associated PRES grade level will receive the following error:
   - EE2050   v5.0 W/F: A County location code is only valid with a PRES grade ordinal.

- An exit code of 8316 is only valid if the preceding entry code is 8294 or 0033, otherwise you will receive the following error:
   - EE2051   v9.0 W/F: A state exit code 8316 requires a corresponding 8294 or 0033 state entry code.

- If stud turns 17 (DOB) during 2006-07 schyr, DOE Gr9 must be during the 2006-07 schyr or earlier, if 17 during 2007-08, DOE Gr9 must be during 2007-08 or earlier, etc.
   - EE2054   v7.0 W/F: Ungraded students must have date of entry to grade 9 no later than school year the student turns 17.

- Any 0055 entry enrollment can only be exited with a 0066. Likewise, a 0066 exit can only be used with a 0055 entry.
   - EE2055   v7.0 W/F - A 0055 state entry code and 0066 state exit code can only be paired with one another.

- A BEDS '0666' Pre-K Location, without an associated 'PKH' or 'PKF' grade level will receive the following error:
   - EE2057   v7.04 A BEDS '0666' Pre-K Location is only valid with a 'PREKH' or 'PREKF' grade ordinal.

- Any 0033 or 8294 entry enrollment type codes that have a 799 (Graduated) or 085 (Earned commencement credential/IEP) enrollment exit type codes, will
receive the following error:
   - EE2059   v9.0 W/F: Invalid Enrollment Exit Type XXX for Enrollment Entry Type XXXX

- Beginning with 2013-14, an exit code of 085 without a 119 or 136 Diploma Type will receive the following error:
   - EE2060   v9.0 W/F: A state exit code of 085 requires a 119 or 136 diploma type code in demographics record.

- Beginning with 2013-14, an exit code of 629 without a 085, 119 or 136 Diploma Type will receive the following error:
   - EE2061   v9.0 W/F: A state exit code of 629 requires a 085, 119 or 136 diploma type code in demographics record.

School Entry Exit Data Validation and Errors
District Data Cross Edit Informational or Report(s)

Errors:

- Check current School Entry/Exit record status with demographic status
  - o EE2036   v5.0 Demographic status does not match current School Entry/Exit record status - Please review.

- Check current enrollment grade level with demographic grade level
  - o EE2038   v5.0 Current enrollment grade level does not match demographics grade level - Please review.

- Check current enrollment location with demographic location
  - o EE2039   v5.0 Current enrollment location does not match demographics location - Please review.

- Check each student School Entry/Exit record for grade ordinal of K-6 or 7-12 and a disability program code for same time period
  - o EE2040   v5.0 Ungraded students must have a disability program code - Please review.

- Check for students with an exit code of 799 who are under 14 years of age at time of exit
  - o EE2041   v5.0 Students with exit code 799 is under 14 years of age - Please review.

- A 425 Exit code,followed by 0011 Entry Code
  - o EE2042   v5.0 425 No Doc. Of Transfer for currently enrolled student - Please review.

- A 5905 Entry code, without a corresponding Disability Program Service Record
  - o EE2043   v5.0 No Disability PS rec. exists for 5905 CSE enrollment period - Please review.

- Students enrolled in grade 7 - 8, with a Grade 9 Entry date present
  - o EE2044   v5.0 Date of Entry in grade 9 exists for student enrolled in grade 8 or below - Please review.

- Students of compulsory school age that have a drop out code and no subsequent 8294 (Census Only) enrollment
  - o EE2052   v6.01 Compulsory age students that drop-out and still reside in district need Census Only (8294) enrollment

- If current year enrollment location is different than previous school year with no exit reason in previous year, you will receive the following information message:
  - o EE2053   v8.0 A blank exit codes exists in the previous school year and this student transferred to a new location in the current school year (Enroll code 0011, 0033, 5544, 7000).

- An enrollment grade level of PKH or PKF, without an associated 902 or 990 PreKindergarten program indicator, will receive the following error:
  - o EE2058   v8.07 An enrollment grade level of PKH or PKF should have either a 902 or 990 PreKindergarten program indicator - Please review

Revision History

Student Daily Attendance Validation and Errors

Date	Comment
8 /23/2013	•

Student Daily Attendance Validation and Errors

Key Fields:

District Code, Location Code, Student ID, Attendance Date, Attendance Code Long, School Year Date

Required Fields:

District Code, Location Code, Student ID, Attendance Date, Attendance Code Long, School Year Date

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:

  o DA2301   v8.05 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The Location Code must have data and must be found in the LOCATION lookup table.

Errors:

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error

  o DA2302   v8.05 Missing or Invalid Location Code: & bad data

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:

  o DA2303   v8.05 Missing, Invalid or Inactive Location Code for selected school year: & bad data

Student ID

Integrity Check:

- The Student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:

  o DA2306   v8.05 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:

  o DA2307   v8.05 No matching demographics record.

Attendance Date

Integrity Check:

- The Attendance Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD; and must be in the July1 - June 30 time frame of the user selected school year

Errors:

- An Attendance date that does not meet the above criteria will receive the following error :

  o DA2308   v8.05 Missing or Invalid Attendance Date. Attendance Date must be in YYYY-MM-DD format and fall within the selected school year & bad data

- An Attendance date that exceeds the current date will receive the following error:

  o DA2309   v8.05 Attendance Date cannot be a future date & bad data

Student Daily Attendance Validation and Errors

Individual field Integrity Checks and errors:

Attendance Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Attendance Comment

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Absence Duration

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Attendance Code Long

Integrity Check:

- The Attendance Code Long must have data and must be found in the Attendance Code lookup table

Errors:

- An Attendance Code Long that is blank or that cannot be found in the Attendance Code Look up table, will receive the following error:
  o DA2310   v8.05 Missing or Invalid attendance code & bad data

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  o DA2304   v8.05 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student Daily Attendance Validation and Errors

Additional 2nd Level Verification Fatal Error Checks

Errors:

- If Multiple local codes (Attendance Code Long) map to the same state code on the same date, you will receive the following error:
  - DA2311   v8.05 W/F: Duplicate State code reported for the same date & bad data

Revision History

Day Calendar Data Validation and Errors

Date	Comment
8 /23/2013	• Added Day Calendar template edits for 2013-14 SIRS reporting requirements

Day Calendar Data Validation and Errors

Key Fields:

District Code, Location Code, School Year Date, School Date, Location Grade Level

Required Fields:

District Code, Location Code, School Year Date, School Date, Location Grade Level, Day Type

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:

- o DC2401   v9.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The Location Code must have data and must be found in the LOCATION lookup table.

Errors:

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error:
- o DC2402   v9.0 Missing or Invalid Location Code: & bad data

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
- o DC2403   v9.0 Missing, Invalid or Inactive Location Code for selected school year: & bad data

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
- o DC2404   v9.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

School Date

Integrity Check:

- The School Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD; and must be in the July1 - June 30 time frame of the user selected school year

Errors:

- An School Date that does not meet the above criteria will receive the following error :
- o DC2408   v9.0 Missing or Invalid School Date. School Date must be in YYYY-MM-DD format and fall within the selected school year & bad data

Day Calendar Data Validation and Errors

Individual field Integrity Checks and errors:

Location Grade Level

Integrity Check:

- The Location Grade Level must have data and must be found in the STUDENT_GRADE_LVL lookup table or be equal to "AL"

Errors:

- A Location Grade Level that is blank or cannot be found in the STUDENT_GRADE_LVL look up table or not equal "AL", will receive the following
error:
  - o DC2411   v9.0 Missing or Invalid Grade Level: & bad data

Duration

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Day Type

Integrity Check:

- The Day Type must have data and must be found in the DAY TYPE table

Errors:

- A Day Type that is blank or that cannot be found in the DAY TYPE Look up table, will receive the following error:
  - o DC2412   v9.0 Missing or Invalid Day Type code: & bad data

Day Status

Integrity Check:

- Day Status (Field 8) thru Instructional Minutes in Day (Field 12) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Revision History

Attendance Codes Validation and Errors

Date	Comment
9 /20/2013	• Modified State Attendance Code edit to include new codes o If the State Attendance Code is provided and it is not equal to "E" or "U", "T", "ISS", or "OSS", the following error message will display: * AX2503 v9.01 State Attendance Code must be equal to "E" or "U" or "T" or "ISS" or "OSS" or be left blank
2 /7 /2014	• Modified AX2503 & AX2504 to include case sensitivity check and updated documentation on AX2504 to include ISS/OSS information

Attendance Codes Validation and Errors

Key Fields:

District Code, Attendance Code Long, School Year Date, Attendance Code Type

Required Fields:

District Code, Attendance Code Long, School Year Date, Attendance Code Type

Quasi-Required Fields (Certain Records):

Attendance Description, State Attendance Code, State Attendance Description

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o AX2501   v8.04 Processing stopped. Records with a district code other than "selected district code" were found - "bad district code"

Attendance Code

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Attendance Description

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Attendance Category

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Attendance Code Long

Integrity Check:

- Attendance Code Long must have data

Errors:

- An Attendance Code Long that is blank or exceeds 25 characterts in length will receive the following error:
  - o AX2502   v8.04 Missing Attendance Code Long (Local) or length exceeds 25 characters

Attendance Type

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Sort Sequence

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Attendance Status

Integrity Check:

- No checks are done in this field and any data residing in this field is not currently being saved.

Attendance Codes Validation and Errors

Individual field Integrity Checks and errors:

State Attendance Code

Integrity Check:

- The State Attendance Code, if provided, must equal to a "E" or "U", "T", "ISS", or "OSS", otherwise a "Blank" - is acceptable.

Errors:

- If the State Attendance Code is provided and it is not equal to "E" or "U", "T", "ISS", or "OSS", the following error message will display:
  - o AX2503   v9.01 State Attendance Code must be equal to "E" or "U" or "T" or "ISS" or "OSS" or be left blank

State Attendance Description

Integrity Check:

- The State Attendance Description should be populated based on the State Attendance Code as follows:
  E - Excused
  T - Tardy
  U - Unexcused
  ISS - In-School Suspension
  OSS - Out-of-School Suspension
  If the State Attendance Description is not provided when the State Attendance Code is E, T, U, ISS, or OSS, Level 0 will calculate the State Attendance Description

Errors:

- The State Attendance Description, that is incorrect for the State Attendance Code provided, will receive the following error:
  - o AX2504   v8.04 State Attendance Code/Description mismatch

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o AX2505   v8.04 Processing stopped. Records with a school year other than "selected school year" were found.

Attendance Code Type

Integrity Check:

- Attendance Code Type must be provided and mush equal Student

Errors:

- The Attendance Code Type must be provided and mush equal Student, if it doesn't equal Student you will receive the following message:
  - o AX2506   v8.04 Attendance Code Type must equal Student

Revision History

Programs Fact Data Validation and Errors

Date	Comment
2 /7 /2014	• Add edit for students with a 5786 to be sure the enrollment grade level during that time period is correct
	○ A program code 5786 without an associated enrollment grade ordinal of PREKF, PREKH, or PRES during the same time period will received the following error: * PS3091 v9.02 W/F: A Preschool student w/disability record must have an associated enrollment grade ordinal of PREKF, PREKH, or PRES during the same time period

Programs Fact Data Validation and Errors

Key Fields:

District Code, School Year, Student Id, Programs Code, Beginning Date - Program Service Entry Date

Required Fields:

District Code, Location Code, School Year, Student Id, Programs Code, Beginning Date - Program Service Entry Date

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o PS3101   v7.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location code that is blank will receive the following error.
  - o PS3102   v7.0 Missing or Invalid Location Code: & bad data

- A location code that cannot be found in the LOCATION lookup table or the Location Year table, if populated, will receive the following error:
  - o PS3103   v7.0 Missing, Invalid or Inactive Location Code for selected school year: & bad data

School Year

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o PS3104   v7.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student Id

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - o PS3106   v7.0 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o PS3107   v7.0 No matching Demographics record.

Programs Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Programs Code

Integrity Check:

- The programs code must have data and must be found in the PROGRAMS_CODE dimension table. Records with no Program Code are not imported.

Errors:

- A program code that is blank or cannot be found in the Program_Code table will receive the following error:
  o PS3001   v7.05 Missing or invalid Prog. Service Code:

Beginning Date - Program Service Entry Date

Integrity Check:

- The beginning date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- A beginning date that is blank, not 10 characters in length, not a valid date, not in the correct format, or not within the selected school year will receive the following error:

  o PS3003   v7.0 Missing or Invalid Beginning Date. Beginning Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

- A Beginning Date that exceeds the current date will receive the following error:
  o PS3085   v7.01 Beginning Date cannot be a future date. & bad data
  o PS3085H   v1.0 L0H Only - Beginning Date cannot exceed school year date. (School Year)

Ending Date - Program Service Exit Date

Integrity Check:

- For Non-LEP Eligibility Records
    - The ending date, if provided, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.
  For 0231 LEP Eligibility Records
    - The ending date, if provided, must equal to 6/30 of the selected school year and must be in the YYYY-MM-DD format

   ******* Not Applicable - Used Prior to 2007-08 School Year ***********

  For 0232 LEP Eligibility Records
    - The ending date cannot be blank. It must be equal to 6/30 of the selected school year and must be in the YYYY-MM-DD format

   ****

Errors:

- An ending date that is not 10 characters in length, not a valid date, not in the correct format, or not within the selected school year will receive the following error:
  o PS3008   v7.0 Invalid Ending Date. Ending Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

- An ending date that is associated with a 0231 record that is not equal to 06/30 of the selected school year will receive the following error:
  o PS3012   v 7.0 LEP Eligibility Ending Date must be 06/30 of the selected school year. & bad data

- An Program Service ending date that is prior to the Program Service beginning date will receive the following error:
  o PS3071   v7.0 Ending Date is earlier than Beginning Date. & bad data

- An Ending Date that exceeds the current date will receive the following error:
  o PS3086   v7.01 Ending Date cannot be a future date. & bad data
  o PS3086H   v1.0 L0H Only - Ending Date cannot exceed school year date. (School Year)

Programs Fact Data Validation and Errors

Individual field Integrity Checks and errors:

State Location ID (Program Service Provider Beds Code)

Integrity Check:

- For a record with a location code not equal to "NOBEDS":
  - School program: The state location ID must have data and must be found in the LOCATION lookup table.
  - District program: The state location ID, if provided, must be found in the DISTRICT lookup table and also end with "0000".
  - Local program: The state location ID, if provided, must be found in the LOCATION lookup table.
- For a record with a location code that equals "NOBEDS":
  - A null string, on import, will be auto-populated into Level 0 for the state Location ID.

Errors:

- A state location ID that cannot be found in the LOCATIONS lookup table will receive the following error:
  - o PS3013   v7.0 Invalid State Loc. Code: & bad data

- Any district level program that is not a 5872, 5883, 7022, or 7033 program but has a service provider BEDS code value will receive the following error:
  - o PS3015   v7.0 No State Loc. Code expected for this district level program.

- A blank state location ID associated with a School program will receive the following error:
  - o PS3016   State Loc. Code needed for this program.

Program Intensity

Integrity Check:

- The program intensity, if provided, cannot exceed 20 characters in length.
  No errors occur for this field. If the program intensity data exceeds 20 characters, the first 20 characters of data will be saved.
  **********2012-13 TPREP Not Applicable for PS3026 & 3027 - Used 2011-12 & prior*******************

Errors:

- A program intensity code that cannot be found in the ProgramIntensityCodes lookup table will receive the following error:
  - o PS3025   v8.07 Invalid Program Intensity Code: & bad data

- A program intensity code that is not associated with a CTE program will receive the following error:
  - o PS3026   v8.0 No Program Intensity Code expected for non-CTE programs: & bad data

- A CTE program without an associated program intensity code will receive the following error:
  - o PS3027   v8.0 Missing Program Intensity Code

Entry Reason Code 1

Integrity Check:

- For each field - The data, if provided, must be found in the REASONS_CODE lookup table.

Errors:

- For each field - A value that cannot be found in the REASONS_CODE lookup table will receive the following error:
  - o PS3075   v7.0 Invalid Entry Code 1, Can not correct in Level 0: & bad data

Entry Reason Code 2

Integrity Check:

- For each field - The data, if provided, must be found in the REASONS_CODE lookup table.

Errors:

- For each field - A value that cannot be found in the REASONS_CODE lookup table will receive the following error:
  - o PS3076   v7.0 Invalid Entry Code 2, Can not correct in Level 0: & bad data

Entry Reason Code 3

Integrity Check:

- For each field - The data, if provided, must be found in the REASONS_CODE lookup table.

Errors:

- For each field - A value that cannot be found in the REASONS_CODE lookup table will receive the following error:
  - o PS3077   v7.0 Invalid Entry Code 3, Can not correct in Level 0: & bad data

Programs Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Exit Reason Code 1

Integrity Check:

- For CTE, Disability, and/or LEP Eligibility Program records:
   - The exit reason code 1, if provided, must be found in the REASONS_CODE lookup table
   - When Ending Date has data: The exit reason code 1 must have data and must be found in the REASONS_CODE lookup table.
   - When Ending Date has no data: The exit reason code 1 should be blank

   For 0231 LEP Eligibility records:
   - The exit reason code 1 is required when an ending date is provided, and it must be equal to 849. Additionally, when an exit reason code 1 is provided, an end date of 6/30 of the selected school year is expected.

   For Disability records:
   - The exit reason code 1 is required when an ending date is provided, and it must be equal to 901 or 912. Additionally, when an exit reason 912 code is provided, a new disability record should be present (with a different disability code & a beginning date later than the ending date from the previous disability record)

   For CTE records:
   - The exit reason code 1 is required when an ending date is provided, and it must be equal to 663 or 646 or 680.

   **********2012-13 TPREP Not Applicable for PS3018 & 3022 - Used 2011-12 & prior*****************

Errors:

- An exit reason code 1 that cannot be found in the REASONS_CODE lookup table or is not valid for Program type, will receive the following error:
   - ○ PS3017   v7.0 Invalid or unexpected Exit Code 1: & bad data

- A exit reason code 1 that does not equal 646, 663 or 680 for a CTE record that has an ending date will received the following error:
   - ○ PS3018   v8.0 Exit Code 1 equal to 646, 663 or 680 required for ended CTE programs.

- A exit reason code 1 for a disability record that does not equal 901 or 912, with an ending date will receive the following error:
   - ○ PS3019   v7.0 Exit Code 1 equal to 901 or 912 required for ended disability records.

- A exit reason code 1 that does not equal 849 for a 0231 LEP record that has an ending date will receive the following error:
   - ○ PS3020   v7.0 Exit Code 1 equal to 849 required for ended 0231 records.

- A exit reason code 1 for CTE, Disability, LEP, that has an exit reason code 1 value and no ending date value will receive the following error:
   - ○ PS3022   v8.0 Ending date expected with Exit Code 1

- A student with a 646 Exit Code that doesn't have a corresponding Program Intensity of 'Concentrator' will receive the following message:
   - ○ PS3073   v4.08 CTE Exit Code 646 requires a Concentrator program intensity.

Exit Reason Code 2

Integrity Check:

- For each field - The data, if provided, must be found in the REASONS_CODE lookup table.

Errors:

- For each field - A value that cannot be found in the REASONS_CODE lookup table will receive the following error:
   - ○ PS3078   v7.0 Invalid Exit Code 2, Can not correct in Level 0: & bad data

Exit Reason Code 3

Integrity Check:

- For each field - The data, if provided, must be found in the REASONS_CODE lookup table.

Errors:

- For each field - A value that cannot be found in the REASONS_CODE lookup table will receive the following error:
   - ○ PS3079   v7.0 Invalid Exit Code 3, Can not correct in Level 0: & bad data

Program Comment

Integrity Check:

- The program comment, if provided, cannot exceed 60 characters in length.

Programs Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Original Pgm Start Date

Integrity Check:

- The original pgm. start date, if provided, must be a valid date, must be 10 characters in length, and must be in the following format: YYYY-MM-DD.

Errors:

- An original pgm. start date that is not 10 characters in length, is not a valid date, or is not in the correct format will receive the following error:
  - PS3028   v7.0 Invalid Orig. Prog. Start Date: & bad data

PGM Participation Info Code

Integrity Check:

- For Non-CTE programs:
  - The PGM Participation Info Code, if provided, must be found in the PARTICIPATION_INFO lookup table.
  For CTEprograms:
  - The PGM Participation Info Code must have data and must be found in the PARTICIPATION_INFO lookup table.
  **********2012-13 TPREP Not Applicable for PS3032 & 3070 - Used 2011-12 & prior*******************

Errors:

- A PGM Participation info code that cannot be found in the PARTICIPATION_INFO lookup table will receive the following error:
  - PS3031   v8.0 Invalid PGM Part. Info. Code: & bad data

- A PGM participation info code that is not associated with a CTE program will receive the following error:
  - PS3032   v8.0 PGM Part. Info. Code required for CTE programs.

- A PGM Partcipation Information Code that is not associated with a CTE program will receive the following error:
  - PS3070   v8.0 No PGM Part. Info. Code expected for non-CTE programs.

Program Frequency

Integrity Check:

- Program Frequency (Field 19) thru Parental Permission Code (Field 26) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Programs Fact Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

- Before Program Service data can be uploaded to Level 1 for the categories: Disability, LEP Eligibility, LEP Programs, and each of the "Other" category programs, overlapping records verification check is also performed. This check will make sure that each student has no records that have overlapping beginning/ending dates within the category being uploaded to Level 1:
- Any LEP Program record must have a corresponding 0231 LEP Eligibility record and the 0231 LEP Eligibility record beginning date must be earlier than or equal to the LEP Program record beginning date.
- Only 1 LEP Eligibility record, 0231, is allowed per school year.
- If the Level 0 "LOCATION_YEAR" table is populated for the user selected school year (See paragraph below for info on this table), a W/F verification check will execute that makes sure that the BEDS code in the Program Service section contains an active location. If the LOCATION_YEAR table is not populated, then this check will be skipped during the verification process.

  The "LOCATION_YEAR" table has been added to Level 0 to store all the valid BEDS codes across the state. There are 2 fields in this table - BEDS code and School Year. Each RIC will be responsible for populating this table for their Level 0 database. This data can be obtained from the Level 1C or Level 1RPT "LOCATION_YEAR" table.

**- Note: Cross year edit checks (ie. PS3074) don't allow changes to current year when data is locked, but it doesn't prevent previous years data changes, which could effect cross year edit if changed after current year data is locked.

Errors:

- Any of the above mentioned programs that have records in one program category that have overlapping dates will receive the following error:
  - o PS3036   Overlapping "category" records found for this student.

- Any LEP or SIFE Program records that have no corresponding LEP Eligibility record will receive the following error:
  - o PS3037   v8.0 No 0231 LEP Eligibility record found for this student.

- If more than 1 LEP Eligibility record is found in 1 school year:
  - o PS3038   v3.01 Multiple 0231 LEP Eligibility records found.

- Any LEP Program record that has a beginning date that is earlier than the LEP Eligibility record beginning date will receive the following error:
  - o PS3039   LEP Eligibility start date is later than LEP Program start date.

- A program code 0231 without Duration of LEP will receive the following error:
  - o PS3040   W/F: Program code 0231 requires a Duration of LEP

- A program code 5720, 5731, 5709, 5687, 5676, 5698 without a Duration of LEP greater than 0
  will receive the following error:
  - o PS3041   W/F: Duration of LEP greater than 0 required in demographics record

- A program code 0264, 0550, 0572, 0583, 0594, 0605, 5775 that has a grade level that equates to a grade ordinal of K-6 or 7-12 will receive one of the following errors:
  - o PS3043   W/F: A safety net program cannot have an associated grade ordinal of K-6 or 7-12
  - o PS3044   W/F: A section 504 plan record cannot have an associated grade ordinal of K-6 or 7-12

- A program code 0330 without a Migrant Indicator value = "Y" will receive the following error:
  - o PS3045   W/F: Program code 0330 requires a Migrant status = Y

- A program code 0187 or 8327, without a Neglected/Delinquent Indicator value = "Y" will receive the following error:
  - o PS3046   v5.0 W/F: Program code XXXX requires a Neglected/Delinquent Indicator = Y

- A Program code 5731 and 5742 without an Immigrant Indicator = "Y" will receive the following error:
  - o PS3047   W/F: Program codes 5731 and 5742 require an Immigrant Indicator = Y

- A program code 5566 without a Homeless Indicator = "Y" will receive the following error:
  - o PS3048   W/F: Program code 5566 requires a Homeless Indicator = Y

- Added a cross-year W/F check to search for an 849 (achieved proficiency) exit code record in the previous school year, for all current year LEP students. If an 849 exit code record was found in the previous year, current year LEP student will receive the following error:
  - o PS3074   v4.08 W/F: LEP student achieved proficiency in a prior school year.

Programs Fact Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

Errors:
- LEP

   - A Duration of LEP containing a value of 0-25 without a program 0231 record will receive the following error:
      o PS3049   W/F: Duration of LEP requires a LEP Elig. 0231 record.

   - A program code 5709, 5676, 5687, 5698, 8239, 5720, or 5731 without a program code 0231 record will receive the following error:
      o PS3050   v3.01 W/F: No 0231 LEP Eligibility record found for this student

- ******* Not Applicable - Used Prior to 2007-08 School Year ***********
   - A program code 0232 with an associated 0231, 5720, 5731, 5709, 5687, 5676, 5698 or Duration of LEP will receive the following errors:
      * W/F: Program code 0232 cannot have an associated 0231, 5720, 5731, 5709, 5687, 5676. 5698 program
      * W/F: Program code 0232 cannot have an associated Duration of LEP
   - A program code 0232 without a 6/30/2007 Exit Date and Reason for Ending Code (2005 or 2006) will receive the following error:
      * W/F: Ending date must be 6/30 of the selected school year
      * W/F: Exit code 1 required for ended 0232 record
****

- NCLB

   - An program code 5720 or 5731 without a LEP program service code 5709, 5676, 5687, or 5698 will receive the following error:
      o PS3051   W/F: Program code 5720 or 5731 requires a 5709, 5676, 5687, or 5698 LEP program record

- Disabilities

   - A program code 0220 without an associated disability program record (see list) and a grade ordinal of K-6 or 7-12 will receive the following errors:
      o PS3052   W/F: An Alt. Assessment record must have an associated disability record
      o PS3053   W/F: An Alt. Assessment record must have an associated grade ordinal of K-6 or 7-12

-     - An active disability record (see list) with an active associated program 0264, 0550, 0572, 0583, 0594, 0605, 5775, or 5753 record will receive the following error:
      o PS3054   v3.01 W/F: A student cannot have an active disability record during the same time period as a safety net, 0264-Section 504 Plan, or 5753-Interv. Services record.

- Safety Net

   - A Safety Net program 0550, 0572, 0583, 0594, 0605, or 5775 without a program code 0264 record will receive the following error:
      o PS3056   W/F: A 0550, 0572, 0583, 0594, 0605, or 5775 program record requires an associated 0264 - Section 504 plan record

- UPK

   - A UPK setting or PK indicator program that does not have an associated grade level that equates to a grade ordinal of PREKF or PREKH during the same time period, will receive the following error:
      o PS3081   v7.04 W/F: UPK setting and PK indicator programs must have an associated grade ordinal of PREKF or PREKH.

- A UPK setting that does not have an associated 902 UPK indicator, likewise a 902 UPK indicator that does not have an associated UPK setting record will receive the following error:
      o PS3082   v7.04 UPK indicator 902 and a UPK setting (1309 - 1419) must be paired together.

- An enrollment grade level of PKH or PKF, without an associated 902 or 990 PreKindergarten program indicator, will receive the following error:
      o PS3087   v7.03 W/F: An enrollment grade level of PKH or PKF must have either a 902 or 990 PreKindergarten program indicator

- An active 990 Other Prek indicator record with an active 902 UPK indicator record will receive the following error:
      o PS3088   v7.04 A student cannot have multiple PreK indicators during the same time period.

- If a UPK setting of 1320, 1331,1342, 1353, 1364, 1375, 1386, 1397, 1408, or 1419, has a BEDS enrollment location other than '0666', likewise a UPK setting of 1309 with a '0666' location, will receive the following error:
      o PS3089   v7.04 All UPK setting codes must have a corresponding BEDS enrollment location of '0666', with the exception of 1309 (District-operated)

Programs Fact Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

Errors:

- ******* Not Applicable - Used Prior to 2007-08 School Year ***********
  - An active Safety Net program (see list) with an active associated Level of Integration program or visa versa will receive one of the following errors:
    * W/F: A student cannot have a Safety net and Level of Integration record during the same time period
    * W/F: A student cannot have a Level of Integration and Safety Net record during the same time period
  ****

- - An active Safety Net program (see list) with an active associated 0220 program record or visa versa will receive one of the following errors:
    o PS3059   W/F: A student cannot have a Safety net and Alternate Assessment record during the same time period

- - An active program 5775 with an active associated 0550, 0572, 0583, 0594, or 0605 program record will receive the following error:
    o PS3060   v3.01 W/F: A student with an active 5775 Safety Net record cannot have any other active Safety Net record during the same time period

- ******* Not Applicable - Used Prior to 2007-08 School Year ***********
  - An active program 5861 with an active associated 0550, 0572, 0583, 0594, 0605, or 5775 program record will receive the following error:
    * W/F: A student with an active 5861 Safety Net record cannot have any other active Safety Net record during the same time period
  ****

**********2012-13 TPREP Not Applicable for PS3061 - Used 2011-12 & prior*******************

- CTE

A program code 8261 without a CTE Program Intensity code = concentrator will receive the following error:
    o PS3061   v8.0 W/F: CTE program with a prog intensity code = concentrator is required

- Other

  - A Free Lunch program 5817 record that overlaps any Reduced Lunch 5806 program record or visa versa will receive one of the following errors:
    o PS3063   W/F: Overlapping Free and/or Reduced Lunch records found for this student.

- - A program code 0242 without a LEP Eligibility code 0231 and a Duration of LEP that is less than 2 will receive the following errors:
    o PS3064   W/F: NYSESLAT records must have an associated 0231 LEP Eligibility record
    o PS3065   v7.0 W/F: NYSESLAT records must have an associated LEP duration = 0 or 1.

- A program code 8272 without a Homeless Indicator = "Y" will receive the following error:
    o PS3066   W/F: Homeless Indicator needs to be Y in the demographic record

- A state location code that cannot be found in the Location Year table, if populated, will receive the following error:
    o PS3080   v7.0 W/F - The state location for this record is inactive.

- A Title 1 TAS program that does not have an associated 0286 Targeted Title 1 record will receive the following error:
    o PS3083   v7.0 W/F - Title 1 TAS program requires an associated 0286 - Title 1 (Targeted) record.

- A 0286 Title 1 Targeted program that does not have one or more Title 1 Services (0803, 0814, etc.) will receive the following error:
    o PS3084   v7.0 W/F - Program Code 0286 requires one or more Title I Services (0803, 0814, etc.).

- A program code 5786 without an associated enrollment grade ordinal of PREKF, PREKH, or PRES during the same time period will received the following error:
    o PS3091   v9.02 W/F: A Preschool student w/disability record must have an associated enrollment grade ordinal of PREKF, PREKH, or PRES during the same time period

Programs Fact Data Validation and Errors

District Data Cross Edit Informational or Report(s)

- Level 0 Informational Reports

Errors:

- LEP
  - A program code 0231 with a Duration of LEP greater than 0 and no associated LEP program record will receive the following error:
    - o PS3067   Program code 0231 requires an associated LEP program record

- ******* Not Applicable - Used Prior to 2007-08 School Year ***********
Disabilities
  - An disability record (see list) without a Level of Integration will receive the following error
    - * An active disability program requires an associated Level of Integration

- An active disability record with an exit code of 912 requires a subsequent disability record with a different disability code. If not, record will receive the following error, unless the student's enrollment has been exited as of the 912 exit.
    - o PS3055   v4.06 An Exit Code of 912 requires a subsequent disability record with a different disability program service code.

- A Student with Program 5817 or 5806, but not Program Service 0198 will have the following message:
    - o PS3069   v4.07 Student may be eligible for Poverty (0198) PS record based on current Free or Reduced PS record. Please review.

- CTE
  - A student with multiple active CTE program records for the same location will receive the following message:
    - o PS3072   v4.08 Multiple active CTE program records found for this student and location.

- Other
Students with the 2618 PS code that don't have a DoR that is different than the District Code in Student Lite will receive the following message:
    - o PS3090   v8.07 2618 PS Code (inter-dist urban-sub trans prog) for student with the same DoR code - Please review.

Revision History

Special Education Snapshot Data Validation and Errors

Date	Comment
8 /23/2013	•

Special Education Snapshot Data Validation and Errors

Key Fields:

District Code, School Year Date, Student Id, Snapshot Date

Required Fields:

District Code, Location Code, School Year Date, Student Id, Snapshot Date, Primary Setting Code (Least Restrictive Environnment), School Aged Indicator

Quasi-Required Fields (Certain Records):

Primary Service Code, Primary Placement Type, Primary Service Provider

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - SS4101   v7.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location code that is blank will receive the following error.
  - SS4102   v7.0 No Location Code.

- A location code that cannot be found in the LOCATION lookup table or the Location Year table, if populated, will receive the following error:
  - SS4103   v7.0 Invalid or Inactive Location Code for seleted school year - "bad location code"

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - SS4104   v7.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Social Security Number

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Student Id

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length.

Errors:

- A student ID that is blank will receive the following error
  - o SS4105   v7.0 No Student ID. Fake ID added for deletion option.

- A student ID that exceeds 9 characters in length will receive the following error:
  - o SS4106   v7.0 Student ID exceeds 9 characters. & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o SS4107   v7.0 No matching Demographics record.

- A student ID that is not numeric will receive the following error:
  - o SS4108   v7.0 Student ID not numeric & bad data

Last Name Short

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

First Name Short

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Middle Initial

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Current Grade Level

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Teacher Name

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Primary Disability

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Secondary Disability

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Last Iep Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Last Evaluation Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Service Level

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Related Services

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Services Provided (r/rr/s)

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Teacher Id

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Annual Review Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Triennial Review Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Expected Diploma Type

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

2nd Language Exempt

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Alternate Assessment

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Instruction Language

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Communication Mode

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Braille Instruction

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Transportation

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Extended School Year

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Home Schooled

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Programs Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Primary Service Code

Integrity Check:

- The Primary Service Code, if provided, must be found in the PRIMARY_SERVICE_CODE lookup table.

Errors:

- A Primary Service Code that cannot be found in the PRIMARY_SERVICE_CODE lookup table will receive the following error:
  o SS4009   v7.0 Invalid Primary Service Code - " & bad data

Primary Placement Type

Integrity Check:

- The Primary Placement Type, if provided, must be found in the PLACEMENT_TYPE lookup table.
    *v4.08 *Not required for the EOY Snapshot

Errors:

- A Primary Placement Type that cannot be found in the PLACEMENT_TYPE lookup table will receive the following error:
  o SS4010   Invalid Placement Type - "bad placement type data"

Special Ed Entry Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Ed Exit Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Snapshot Date

Integrity Check:

- The snapshot date must be 10 characters in length and must be in the following format: YYYY-MM-DD.

Errors:

- A snapshot date that is not equal to BEDS Day or first day of the selected school year will receive the following error:
  - ○ SS4005   v6.01 Snapshot Date must be "BEDS Day Date" or "First date in Selected School Year" for this school year.

Iep Compliance

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Funding Primary Disability Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Disability Primary Cause Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Living Setting Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Hearing Impairment Level Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Vision Impairment Level Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Tertiary Disability Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Quaternary Disability Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Primary Setting Code (Least Restrictive Environnment)

Integrity Check:

- The Primary Setting Code, if provided, must be found in the EARLY_CHILDHOOD_SETTINGS for non-school aged students or the SCHOOL_AGED_SETTINGS table for school aged students.
    *v4.08 *Not required for the EOY Snapshot

Errors:

- A Primary Setting Code that cannot be found in the appropriate lookup table will receive the following error:
  - ○ SS4011   Invalid Primary Setting Code - "bad Primary Setting Code data"

Special Education Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Transition IEP Status Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Primary Service Provider

Integrity Check:

- The Primary Service Provider, if provided, must be found in the LOCATION lookup table.

Errors:

- A Primary Service Provider BEDS code that cannot be found in the LOCATIONS lookup table will receive the following error:
  - o SS4012   v7.0 Invalid Primary Service Provider Code - " & bad data

School Aged Indicator

Integrity Check:

- The School Aged Indicator must have data (BEDS day Snapshot) and must have a value of "Y" or "N".
  *v4.08 *Not required for the EOY Snapshot

Errors:

- A School Aged Indicator that is not "Y" or "N" will receive the following error:
  - o SS4007   School Aged Indicator must = 'Y' or 'N'.

- A blank School Aged Indicator will receive the following error:
  - o SS4008   No School Aged Indicator.

Surrogate Appointed Code

Integrity Check:

- Surrogate Appointed Code (Field 48) thru Child Count Location Code (Field 69) - No checks are done for these fields and any data residing in these fields is not currently being saved

Special Education Snapshot Data Validation and Errors

Additional 2nd Level Verification Fatal Error Checks

- All October BEDS Day Snapshot records must have an active associated Disability record on the Snapshot date.
- All October BEDS Day Snapshot records must have an active Enrollment record on the Snapshot date.
- All End-of-Year Snapshot records must have an active enrollment record at some time during the school year
- All End-of-Year Snapshot records must have an active disability record at some time during the school year
- PRIMARY SETTING CODE required for all BEDS day (Oct) snapshots.
- P RIMARY SERVICE PROVIDER required for BEDS day (Oct) snapshots when the student is non-school aged (School Aged Indicator = "N").
- PRIMARY SERVICE CODE is required for all snapshots when the student is non-school aged (School Aged Indicator = "N").
- If the Level 0 "LOCATION_YEAR" table is populated for the user selected school year (See paragraph below for info on this table), a W/F verification check will execute that makes sure that the BEDS code in the Program Service section contains an active location. If the LOCATION_YEAR table is not populated, then this check will be skipped during the verification process.

The "LOCATION_YEAR" table has been added to Level 0 to store all the valid BEDS codes across the state. There are 2 fields in this table - BEDS code and School Year. Each RIC will be responsible for populating this table for their Level 0 database. This data can be obtained from the Level 1C or Level 1RPT "LOCATION_YEAR" table.

Special Education Snapshot Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

Errors:

- All October BEDS Day Snapshot records must have an active associated Disability record on the Snapshot date.
  - SS4013   W/F: An active Disability record is required for this S.E. student.

- All October BEDS Day Snapshot records must have an active Enrollment record on the Snapshot date.
  - SS4014   W/F: Student must be enrolled in the district on the snapshot date.

- All End-of-Year Snapshot records must have an active associated disability record at some time during the school year
  - SS4015   v7.0 EOY snapshots require a 5786 disability record at some point during the school year.

- All End-of-Year Snapshot records must have an active Enrollment record at some time during the school year.
  - SS4016   v7.0 EOY Snapshot requires a PRES or PREK enrollment record at some point during the school year.

- A School aged indicator = "N" must have an associated 5786 program record.
  - SS4017   W/F: Invalid disability code for a non-school aged student

- A School aged indicator = "Y" must have an associated 0352, 0363, 0385, 0396, 0407, 0418, 0429, 0440, 0451, 0462, 0473, 0484, or 0495 program record.
  - SS4018   W/F: Invalid disability code for a school aged student

- **************Not Applicable - Used Prior to V 4.07 ************
A School Aged Indicator = "N" must have blank Primary Placement Type
  - SS4019   W/F: No Primary Placement Type expected for non-school aged students
             ****

- Primary Service Code is required for all snapshots when the student is non-school aged (School Aged Indicator = "N").
  - SS4020   v7.0 A Primary Service Code is required for all preschool students

- If Primary Service Code is provided and School Aged Indicator = "Y"
  - SS4021   W/F: A Primary Service Code should not be provided for school aged students

- **************Not Applicable - Used Prior to V 4.07 ************
A Primary Placement Type code, that does not have an associated School Aged Indicator = "Y" will receive the following error:
  - SS4022   W/F: School Aged ind. Must be = Y when Primary Placement Type is provided.
             ****
             ****

- A missing Primary Setting Code, in the October BEDS Day snapshot, will receive the following error
  - SS4023   v7.0 W/F: A Primary Setting Code is required.

- A missing Primary Service Provider ,in the October BEDS Day Snapshot, when School Aged Indicator = "N", will receive the following error:
  - SS4024   W/F: A Primary Service Provider is required for preschool students

- V4.07 A school aged indicator = "Y" must have associated grade level of PK-14
  - SS4025   W/F: Invalid grade ordinal for school aged student

- A school aged indicator = "N" must have associated grade level of PS or PK
  - SS4026   v7.0 W/F: Invalid grade ordinal for non-school aged student.

- A Primary Placement Type PLC02 or PLC03 must have associated Primary Setting Code SA01, SA02, SA03, SA04 or SA05 (Any ESA primary setting codes used will be ignored for this edit)
  - SS4027   v7.01 W/F: Invalid Primary Setting Code for Primary Placement Type

- A missing Primary Service Provider on the EOY Snapshot will receive the following error:
  - SS4031   v7.0 W/F: A Primary Service Provider is required.

- A Beds Code (Primary Service Provider) that is not in the "Location_Year" table will receive the following:
  - SS4032   v4.01 W/F: Primary Service Provider (BEDS Code) is an inactive code.

Special Education Snapshot Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

Errors:

- If disability is 5786, there should be a preschool Primary Setting Code of (PS04-PS12) in the SE BEDS Day Snapshot
    - o SS4033   v7.03 W/F: Invalid Primary Setting Code for Pre-school Disability

- If school age disability and student is 4 or 5 years old on BEDS Day, there should be an Early School Age Primary Setting Code of (ESA01-ESA12) in the SE BEDS Day Snapshot
    - o SS4034   v7.03 W/F: Invalid Primary Setting Code for student age and disability type

- If school age disability and student is 6 - 21 years old on BEDS Day, there should be a School Age Primary Setting Code of (SA01-SA10) in the SE BEDS Day Snapshot
    - o SS4035   v7.03 W/F: Invalid Primary Setting Code for student age and disability type

Special Education Snapshot Data Validation and Errors

District Data Cross Edit Informational or Report(s)

- Level 0 Informational Reports

Errors:

- An active disability record exists for a student without a snapshot record
  - o SS4028   Missing snapshot record for student

- A school aged indicator = "Y" should have associated age greater than or equal to 5 as of December 1
  - o SS4029   V3.02 Invalid age for school aged student

- A school aged indicator = "N" must have associated age less than 5 as of December 1
  - o SS4030   V3.02 Invalid age for preschool student

Revision History

Special Education Events Data Validation and Errors

Date	Comment
9 /20/2013	• Add eScholar v15 new fields

Special Education Events Data Validation and Errors

Key Fields:

District Code, School Year Date, Student Id, Event Type Code, Event Date

Required Fields:

District Code, Location Code, School Year Date, Student Id, Event Type Code, Event Date, Event Outcome Code (1st Link), Initial Event Type Code, Initial Event Date

Quasi-Required Fields (Certain Records):

Non Compliance Reason Code (1st Link), Number Of Days (1st Link)

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:

  - EV5101   v7.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Location Code

Integrity Check:

- The location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location code that is blank will receive the following error.
  - EV5102   v7.0 No Location Code.

- A location code that cannot be found in the LOCATION lookup table or the Location Year table, if populated, will receive the following error:
  - EV5103   v7.0 Invalid or Inactive Location Code for seleted school year - "bad location code"

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - EV5104   v7.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Special Education Events Data Validation and Errors

Individual field Integrity Checks and errors:

Student Id

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length.

Errors:

- A student ID that is blank will receive the following error:
  - EV5105   v7.0 No Student ID. Fake ID added for deletion option.

- A student ID that exceeds 9 characters in length will receive the following error:
  - EV5106   v7.0 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - EV5107   v7.0 No matching Demographics record.

- A student ID that is not numeric will receive the following error:
  - EV5108   v7.0 Student ID not numeric & bad data

Event Type Code

Integrity Check:

- The Event Type code must have data and must be found in the EVENT_TYPE_CODES dimension table

Errors:

- An Event Type code that is blank will receive the following error:
  - EV5001   No Event Type Code.

- An Event Type code that cannot be found in the EVENT_TYPE_CODES dimension table will receive the following error:
  - EV5002   Invalid Event Type Code - "bad event type code data"

Event Date

Integrity Check:

- The event date must have data, must be a valid date and must be 10 characters in length and in the following format: YYYY-MM-DD, and 1st event date must fall between July 1 - June 30 of the selected school year, 2nd - 4th event dates must be greater than or equal to the 1st Event Date

Errors:

- An Event Date that is blank will receive the following error:
  - EV5003   No Event Date.

- An Event Date that is not 10 characters in length will receive the following error:
  - EV5004   Incorrect length for Event Date.

- An Event Date that is not a valid date will receive the following error:
  - EV5005   Invalid Event Date.

- An Event Date that is not in the correct format will receive the following error:
  - EV5006   Incorrect format for Event Date.

- v7.03 The Event Date in the defining link (CSE02, CPSE02, EI01, CSENP01) that does not fall in the July 1 - June 30 date range of the selected school year will receive the following error: Note: Processing will stop if this occurs for the 1st link in the chain.
  - EV5007   v7.03 Event Date out of school year date range for defining link.

Event Source Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Event Status Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Events Data Validation and Errors

Individual field Integrity Checks and errors:

Event Outcome Code (1st Link)

Integrity Check:

- (Y = classified, N= Not Classified, U= Undetermined) associated only with 1st link in the chain
  The Event Outcome code must be found in the EVENT_OUTCOME_CODES dimension table

  Note: A blank event outcome code in the 1st link will always throw this error regardless of the number of events in the chain.

Errors:

- An Event Outcome code that cannot be found in the EVENT_OUTCOME_CODES dimension table will receive the following error:
  - EV5008   Invalid Event Outcome Code - "bad event outcome code data"

- An Event Outcome code on any record other than the 1st link in the chain will receive the following error:
  - EV5009   No Event Outcome Code expected "bad event outcome code data". PURGED

- An Event Outcome Code that is blank on the 1st Link in the chain will receive the following error:
  - EV5010   V 4.03 Event Outcome Code required for 1st link records.

Meeting Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Meeting Type Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Effective Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Organization Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Organization Name

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Organization Cluster

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Compliance Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Events Data Validation and Errors
Individual field Integrity Checks and errors:

Non Compliance Reason Code (1st Link)

Integrity Check:

- (Associated only with the 1st link in the chain)
  When present, the Reason Code must be found in the NON _COMPLIANCE _REASON CODES dimension table

Errors:

- A Reason code that cannot be found in the NON_COMPLIANCE_CODES dimension table will receive the following error:
  - o EV5012   Invalid Reason Code - "bad reason code data"

- A Reason code that does not match Event Type chain will receive the following error:
  - o EV5013   Invalid Reason Code for Early Intervention - "bad reason code data"
  - o EV5014   Invalid Reason Code for Preschool - "bad reason code data"
  - o EV5015   Invalid Reason Code for School-Age - "bad reason code data"

- An Reason code on any record other than the 1st link in the chain will receive the following error:
  - o EV5016   No Reason Code expected - "bad reason code data". PURGED

Challenge Type

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Challenge Type Disorder 1

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Challenge Type Disorder 2

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Challenge Type Disorder 3

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Previous Challenge Type

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Integrated Percentage

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Ed Percentage

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Student Present

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Education Events Data Validation and Errors

Individual field Integrity Checks and errors:

Parent Present

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Event End Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Initial Event Type Code

Integrity Check:

- (Associated with 2nd, 3rd, and 4th links in the chain)
  The Initial Event Type code must be found in the EVENT_TYPE_CODES dimension table

Errors:

- An Initial Event Type code that cannot be found in the EVENT_TYPE_CODES dimension table will receive the following error:
  - o EV5017   Invalid Initial Event Type Code - "bad initial event type code data"

- A missing Initial Event Type code for Event Type Codes other than sequence 1 will receive the following error:
  - o EV5018   Initial Event Type Code required

Initial Event Date

Integrity Check:

- The Initial Event Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- An Initial Event Date that is not 10 characters in length will receive the following error:
  - o EV5019   Incorrect length for Initial Event Date.

- An Initial Event Date that is not a valid date will receive the following error:
  - o EV5020   Invalid Initial Event Date.

- An Initial Event Date that is not in the correct format will receive the following error:
  - o EV5021   Incorrect format for Initial Event Date.

- An Initial Event Date that is out of the allotted current year time frame will receive the following error:
  - o EV5022   Initial Event Date out of school year date range.

- An Initial Event Date that exceeds the current date will receive the following error:
  - o EV5023   Initial Event Date cannot be a future date.

- An Initial Event Date that is out of the allotted specified school year time frame will receive the following error:
  - o EV5024   Initial Event Date out of school year date range.

- An Initial Event Date that is blank will receive the following error:
  - o EV5025   Initial Event Date required.

Number Of Days (1st Link)

Integrity Check:

- (Associated with the 1st link in the chain)
  The Number of Days must be numeric and must not exceed 4 characters in length.

Errors:

- A Number of Days that is not numeric will receive the following error:
  - o EV5026   Num. of Days not numeric - "bad Num. of Days data"

- An Number of Days on any record other than the 1st link in the chain will receive the following error:
  - o EV5027   No Number of Days expected - "bad number of days data". PURGED

- A Number of Days that exceeds 4 characters will receive the following error:
  - o EV5042   v7.0 Num. of Days exceeds 4 characters

Special Education Events Data Validation and Errors

Individual field Integrity Checks and errors:

Meeting Location Type Code

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Special Education Events Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

- 2nd Level Verification W/F Error Checking:

Errors:

- Event Type Code:
Each 2nd, 3rd, and 4th link requires a preceding link in the chain and must within the same grouping
Event Date:
  - o EV5028   W/F: Link 1 record needed or event type mis-match
  - o EV5029   W/F: Link 2 record needed or event type mis-match
  - o EV5030   W/F: Link 3 record needed or event type mis-match

- Event Date:
Each link requires an event date greater than or equal to the preceding link event date
  - o EV5031   W/F: Link 2 Event Date cannot be earlier than Link 1 Event Date
  - o EV5032   W/F: Link 3 Event Date cannot be earlier than Link 2 Event Date
  - o EV5033   W/F: Link 4 Event Date cannot be earlier than Link 3 Event

- Reason Code (non-compliance):
A Non-Compliance Reason Code is needed for a EI01 record with Number of Days greater than 1, and for both CPSE01 and CSE01 records with Number of Days greater than 60
  - o EV5034   W/F: Missing Non Compliance Reason code

- ********** Used Prior to 2011-12 School Year*****************
A Non-Compliance Reason Code is needed for Event Type CPSE01 with Number of Days greater than 30, CSE01 with Number of Days greater than 60, and EI01 with Number of Days greater than 1
  - o EV5034   W/F: Missing Non Compliance Reason Code
  ****

- If Event Outcome Code is "N" or "U" and EI03 date is past child's third birthday, the Number of Days must be > 0
  - o EV5036   v7.04.1 W/F: Num. days must be > 0 since event outcome = N or U and 3rd link event date is past 3rd birthday.

- If Event Outcome Code is "U" and EI03 record is missing and August 31, YYYY (YYYY = reporting school year, ie 2009-10 should be August 31, 2010) is past the child's third birthday, the Number of Days must be > 0
  - o EV5038   W/F: Num. days must be > 0 since event outcome = U, this chain has no 3rd link, and 8/31/yyyy is past 3rd birthday.

- If Event Outcome Code is "Y" and EI04 date is past child's third birthday, the Number of Days must be > 0
  - o EV5039   W/F: Num. days must be > 0 since event outcome = Y and 4th link event date is past 3rd birthday.

- If Event Outcome Code is "Y" and EI04 record is missing and August 31, YYYY (YYYY = reporting school year, ie 2009-10 should be August 31, 2010) is past the child's third birthday, the Number of Days must be > 0
  - o EV5040   W/F: Num. days must be > 0 since event outcome = Y, this chain has no 4th link, and 8/31/yyyy is past 3rd birthday.

- The following Non-Compliance Reason Codes: EIR13, EIR14, EIR15, EIR16 are only valid if Event Outcome Code is "Y" and Number of Days is > 0 and there are dates for EI01, EI02, and EI03 Event Type codes, otherwise:
  - o EV5041   v8.03 Invalid Non Compliance Reason Code

Revision History

Date	Comment

8 /23/2013	• Added AS6099H edit to L0H only
	
	    o If duplicate Assessment records (item description/version/test date) are found within a given school year, you will receive the following error:
	        * AS6099H v1.1 L0H Only - Duplicate Item Description/Date found. (School Year)

9 /20/2013	• Add eScholar v15 new fields and modifications field name changes
	
	    o A Subtest Identifier that cannot be found in the ASSESSMENT_ITEM table will receive the following error:
	        * AS6003 v9.01 Invalid Subtest Identifier - "bad Subtest Identifier"
	
	    o A record with a blank Subtest Identifier will receive the following error:
	        * AS6004 v9.01 No Subtest Identifier
	
	    o An Alternate Standard Achieved code that cannot be found in the ASSESSMENT_STDACH table will receive the following error:
	        * AS6042 v9.01 Invalid Alt Std Achieve Code for Subtest Identifier: & bad data

Assessment Fact Data Validation and Errors

<u>**Key Fields:**</u>

District Code, Test Description & Assessment School Year Date (Version), Subtest Identifier (Assessment Measure Standard Description), Test Date, Student Id

<u>**Required Fields:**</u>

District Code, Test Description & Assessment School Year Date (Version), Subtest Identifier (Assessment Measure Standard Description), Test Date, Student Id, Location Code, Standard Achieved Code

<u>**Quasi-Required Fields (Certain Records):**</u>

Alternate Standard Achieved Code

<u>Individual field Integrity Checks and errors:</u>

<u>District Code</u>

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.

If the district code does not equal the user selected district code, then the following error message will display:

- o AS6101   v7.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

<u>Test Description & Assessment School Year Date (Version)</u>

Integrity Check:

- The test description and version fields will be combined and together must be found in the ASSESSMENT_INFO table's TEST_DESC and VERSION fields. If Test description is not valid - import with NOTE: UNKNOWN TEST GROUP(S) FOUND IN IMPORT FILE and data will not be imported.

Errors:

- A test description/version combination that cannot be found in the ASSESSMENT_INFO table will receive the following error:
  - o AS6001   Invalid Test Description/Version "bad Test Description/Version"

- A record with a blank test description or version will receive the following error:
  - o AS6002   No Test Description/Version.

<u>Subtest Identifier (Assessment Measure Standard Description)</u>

Integrity Check:

- The Subtest Identifier must be found in the ASSESSMENT_ITEM table based on the Test Key found from the Test Description and Version information in the ASSESSMENT_INFO table.
  - Assessments that are no longer available

Errors:

- A Subtest Identifier that cannot be found in the ASSESSMENT_ITEM table will receive the following error:
  - o AS6003   v9.01 Invalid Subtest Identifier - "bad Subtest Identifier"

- A record with a blank Subtest Identifier will receive the following error:
  - o AS6004   v9.01 No Subtest Identifier

- If duplicate Assessment records (item description/version/test date) are found within a given school year, you will receive the following error:
  - o AS6099H   v1.1 L0H Only - Duplicate Item Description/Date found. (School Year)

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Test Date

Integrity Check:

- The test date field must have data, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-DD.
  - On export, auto-populate test admin date (when possible) based on test via lookup in ASSESSMENT_INFO table

Errors:

- A test date that is blank will receive the following error:
  - o AS6005   No Test Date.

- A test date that is not 10 characters in length will receive the following error:
  - o AS6006   Incorrect length for Test Date.

- A test date that is not a valid date will receive the following error:
  - o AS6007   Invalid Test Date.

  - o AS6007H   v1.0 L0H Only - Invalid Test Date for selected assessment

- A test date that is not in the correct format will receive the following error:
  - o AS6008   Incorrect format for Test Date.

- A test date that is not within the school year defined by the assessment school year date will receive the following error:
  (Assmt - 001 Assessment Check Report)
  - o AS6009   Test date out of school year date range.

Student Id

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that is blank will receive the following error:
  - o AS6105   v7.0 No Student ID. Fake ID added for deletion option.

- A student ID that exceeds 9 characters in length will receive the following error:
  - o AS6106   v7.0 Student ID exceeds 9 characters.

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o AS6107   v7.0 No matching Demographics record.

- A student ID that is not numeric will receive the following error:
  - o AS6108   v7.0 Student ID not numeric & bad data

Location Code

Integrity Check:

- The location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location code that is blank will receive the following error.
  - o AS6102   v7.0 No Location Code.

- A location code that cannot be found in the LOCATION lookup table or the Location Year table, if populated, will receive the following error:
  - o AS6103   v7.0 Invalid or Inactive Location Code for selected school year & bad data

Score Display

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Alpha Score

Integrity Check:

- An assessment that no numeric score but does have an alpha score must be either a RCT or CTE assessment and the alpha score must be equal to "P", "Pass", "F", or "Fail"
  - All assessments (excluding NYSAA assessments) need either a numeric or alpha score

Errors:

- An alpha score for a RCT or CTE assessment that is not equal to "P", "Pass", "F", or "Fail", or a COSF Progress score that is not equal to "Y" or "N",will receive the following error:
  - o AS6012   Invalid alpha score value

- An assessment that has no numeric score but has an alpha score and is not a RCT, CTE, NYSAA, or COSF: PROGRESS assessment will receive the following error:
  - o AS6013   Record needs a numeric score

- An assessment (other than NYSAA assessments) that has no alpha score and no numeric score will receive the following error:
  - o AS6014   No alpha or numeric score provided

- A COSF Progress assessment that has a numeric score, will receive the following error:
  - o AS6039   v7.0 COSF: Progress assessments must only have an Alpha score.

- Any assessment score, other than RCT, CTE, or COSF Progress, that has an Alpha Score, will receive the following error:
  - o AS6110   v7.03 No Alpha score expected.

Numeric Score

Integrity Check:

- The numeric score must fall within the valid score range for an assessment (range found in ASSESSMENT_ACHDET table) when a score range is found
  - All assessments (excluding NYSAA assessments) need either a number or alpha score
  - A 999 numeric score will be allowed and when this value is found the std. Achieved code will be expected to be greater than 90

Errors:

- A numeric score that is outside the valid score range will receive the following error:
  - o AS6010   Numeric score value outside valid range

- An assessment (other than NYSAA assessments) that has no alpha score and no numeric score will receive the following error:
  - o AS6014   v7.0 No alpha or numeric score provided

- A Numeric Score value that is not numeric will receive the following error:
  - o AS6109   v7.0 Numeric score value has a non-Numeric value.

Credits

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

National Percentile

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Local Percentile

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Mastery

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Assessment Status

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Language Code

Integrity Check:

- The language code, if provided, must be found in the ASSESSMENT_LANG table.

Errors:

- A language code that cannot be found in the ASSESSMENT_LANG table will receive the following error:
  - o AS6015   Invalid Language Code - "bad language code data"

- A Language Code that is missing will receive the following error:
  - o AS6111   v7.0 No Lang. Code.

Standard Achieved Code

Integrity Check:

- The standard achieved code must be found in the ASSESSMENT_STDACH table.
  - An assessment record containing a numeric score equal to 999 will be expected to have a standard achieved code greater than 90 and the standard achieved code must be found in the ASSESSMENT_STDACH table
  - When numeric score provided, on import, auto-populate blank Standard Achieved Code (when possible) based on test and numeric grade via lookup in ASSESSMENT_ACHDET table
  - When numeric score not provided, on import, auto-populate blank Standard Achieved Code (when possible) based on test and alpha grade via hard-coded values "N/A", "01", "02"

Errors:

- A standard achieved code that cannot be found in the ASSESSMENT_STDACH table will receive the following error:
  - o AS6016   Invalid Std. Achieve Code - "bad standard achieved code data"

- A standard achieved code that is incorrect for score provided will receive the following error:
    (Assmt - 001 Assessment Check Report)
  - o AS6017   Standard achieved code / score mismatch

- A blank standard achieved code for an assessment record that is not a NYSAA assessment, that also has a blank Alpha & Numeric score, will receive the following error:
  - o AS6018   v4.08 Record must have an alpha or numeric score and a standard achieved code

- A blank standard achieved code for an assessment record that is a NYSAA assessment will receive the following error:
  - o AS6019   No standard achieved code

- A numeric score equal to 999 without a standard achieved code greater than 90 will receive the following error:
  - o AS6020   Invalid standard achieved code for a 999 numeric score record & bad data

Norm Curve Equivalent

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Raw Score

Integrity Check:

- This field, if provided, must be numeric. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

Errors:

- A Raw Score, if provided, must be numeric:
  - o AS6044   v8.07 Invalid Raw Score (if provided, must be numeric)

Scale Score

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Percent

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Local Stanine

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

National Stanine

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

National Percentile By Age

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Number Of Items Correct

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Objective Mastery Score

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Degrees Of Reading Power

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Intelligence Quotient

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Standard Performance Index

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Standard Performance Level

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Grade Equivalent

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Special Norm Group

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Level Of Aggregation

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Testing Modification

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved

Errors:

- ******************** Not Applicable - Used Prior to 2012-13 School Year *************************
The Testing modification value, if provided, must only contain characters equal to 1-9 and / or A-G, P, or Q
A Testing modification value that has any character other than 1-9 or A-G, P, Q, will receive the following error:
  - AS6030   Invalid Testing Mod Code - "bad testing mod data"
  ****

Assignment Date

Integrity Check:

- The assignment date, if provided, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-DD.

Errors:

- An assignment date that is not 10 characters in length will receive the following error:
  - AS6026   Incorrect length for Assignment Date. Cannot be corrected in Level 0.

- An assignment date that is not a valid date will receive the following error:
  - AS6027   Invalid Assignment Date. Cannot be corrected in Level 0.

- An assignment date that is not in the correct format will receive the following error:
  - AS6028   Incorrect format for Assignment Date. Cannot be corrected in Level 0.

Evaluator Id

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Evaluator Name

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

School Year

Integrity Check:

- The school year date, if provided, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-DD.
- The school year date must be blank unless the assessment was taken in a prior year compared to your selected school year.

Errors:

- An school year date that is not 10 characters in length will receive the following error:
  - AS6021   Incorrect length for School Year Date.

- An school year date that is not a valid date will receive the following error:
  - AS6022   Invalid School Year Date.

- An school year date that is not in the correct format will receive the following error:
  - AS6023   Incorrect format for School Year Date.

- An school year date that is not provided for an assessment taken in a prior year as compared to the selected school year, will receive the following error:
  - AS6024   School year date needed for this record

- An school year date that is not blank for an assessment taken in the same year as the selected school year, will receive the following error:
  - AS6025   No school year date expected

- A school year date that is not equal to the selected school year, for an assessment taken in a prior year, will receive the following error:
  - AS6040   v7.0 School Year Date must match the school year you have selected at the top of the screen.

Subtest Scale Score

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Number Of Times Tested

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Converted Score

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

District Accountability Status

Integrity Check:

- If provided, data must be found in the YES_NO table.
  Note: This cannot be corrected in Level 0.

Errors:

- An assessment accountable value that cannot be found in the YES_NO table will receive the following error:
  - AS6031   v7.0 Invalid District Accountability Status & bad data. Cannot correct in Level 0.

Testing Accommodation

Integrity Check:

- If provided, data must be found in the YES_NO table.
  Note: This cannot be corrected in Level 0.

Errors:

- A testing accommodation value that cannot be found in the YES_NO table will receive the following error:
  - AS6032   Invalid Test Accom.. - "bad data". Cannot correct in Level 0.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Standard Error Of Measurement

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Scoring Model Code

Integrity Check:

- The scoring model code, if provided, must be found in the ASSMNT_SCORE_MODEL table

 Errors:

- A scoring model code that cannot be found in the ASSMNT_SCORE_MODEL table will receive the following error:
  - o AS6029   Invalid Score Model Code - "bad score model code data"

Survey Completion Indicator

Integrity Check:

- If provided, data must be found in the YES_NO table.
  Note: Only the Survey Completion Indicator field is able to be corrected in Level 0.

 Errors:

- A survey completion indicator value that cannot be found in the YES_NO table will receive the following error:
  - o AS6033   Invalid Survey Ind.. - "bad data"

School Accountability Status

Integrity Check:

- If provided, data must be found in the YES_NO table.
  Note: This cannot be corrected in Level 0.

 Errors:

- An assessment accountable value that cannot be found in the YES_NO table will receive the following error:
  - o AS6041   v7.0 Invalid School Accountability Status & bad data. Cannot correct in Level 0.

Lexile Minimum Score

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Lexile Maximum Score

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Number Of Items Attempted

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Number Of Items Omitted

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Number Of Items Incorrect

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Assessment Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Associated Course Indicator

Integrity Check:

- Associated Course Indicator (Field 53) thru Testing Environment Code (Field 65) - No checks are done for these fields and any data residing in these fields is not currently being saved

Alternate Standard Achieved Code

Integrity Check:

- - The Alternate Standard Achieved code must be found in the ASSESSMENT_STDACH table.
  - Alternate Standard Achieved is only valid for specific assessments in the ASSESSMENT_STDACH table.
  - When numeric score provided, on import, auto-populate blank Alternate Standard Achieved Code (when possible) based on test and numeric grade via lookup in ASSESSMENT_ACHDET table
  - Values "NA" and "N/A" will be cleared out on import

Errors:

- An Alternate Standard Achieved code that cannot be found in the ASSESSMENT_STDACH table will receive the following error:
  - o AS6042   v9.01 Invalid Alt Std Achieve Code for Subtest Identifier: & bad data

- An Alternate Standard Achieved code that is incorrect for score/assessment provided will receive the following error:
  - o AS6043   v8.03 Alternate Standard Achieved code / score mismatch

Student Grade Level Code When Assessed

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Growth Score

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Assessment Fact Data Validation and Errors
Additional 2nd Level Verification Fatal Error Checks

Errors:

- NYSAA

A NYSAA assessment without an associated 0220 Alt assessment program record will receive the following error:

    o AS6034   W/F: NYSAA assessments require an associated 0220 alt assessment program record

- A NYSAA assessment with a student grade level that is not ungraded will receive the following error

    o AS6035   W/F: NYSAA assessments require the student to have an ungraded K-6 or 7-12 grade ordinal

- NYSESLAT

A NYSESLAT assessment without an associated 0231 LEP Eligibility program record will receive the following error:

    o AS6036   W/F: NYSESLAT assessments require an associated 0231 LEP Eligibility program record

- A NYSESLAT assessment without a Duration of LEP will receive the following error:

    o AS6037   W/F: NYSESLAT assessments require a Duration of LEP

- CTE

CTE assessment with no associated CTE program record receive the following error:

    o AS6038   v8.0 W/F: CTE assessments require an associated accredited CTE program record

- **********2012-13 TPREP Not Applicable for PS6038 - Used 2011-12 & prior*******************

Revision History

Assessment Acc Mod Fact Data Validation and Errors

Date	Comment
9 /20/2013	• Modifications for field name changes - Item Description to Subtest Identifier

      o A Subtest Identifier that cannot be found in the ASSESSMENT_ITEM table will receive the following error:
          * AA6203 v9.01 Missing or Invalid Subtest Identifier - "bad Subtest Identifier"

Assessment Acc Mod Fact Data Validation and Errors

Key Fields:

District Code, Test Description & Assessment School Year Date (Version), Assessment School Year Date, Subtest Identifier (Assessment Measure Standard Description), Test Date, Student ID, Accommodation Modification Code & Acc Mod Type Code, Acc Mod Type Code

Required Fields:

District Code, Test Description & Assessment School Year Date (Version), Assessment School Year Date, Subtest Identifier (Assessment Measure Standard Description), Test Date, Student ID, Accommodation Modification Code & Acc Mod Type Code, Acc Mod Type Code

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - AA6201   v7.04 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Test Description & Assessment School Year Date (Version)

Integrity Check:

- The test description and version fields will be combined and together must be found in the ASSESSMENT_INFO table's TEST_DESC and VERSION fields. If Test description is not valid - import with NOTE: UNKNOWN TEST GROUP(S) FOUND IN IMPORT FILE and data will not be imported.

Errors:

- A test description/version combination that cannot be found in the ASSESSMENT_INFO table will receive the following error:
  - AA6202   v7.04 Missing or Invalid Test Description/Version "bad Test Description/Version"

Subtest Identifier (Assessment Measure Standard Description)

Integrity Check:

- The Subtest Identifier must be found in the ASSESSMENT_ITEM table based on the Test Key found from the Test Description and Version information in the ASSESSMENT_INFO table.

Errors:

- A Subtest Identifier that cannot be found in the ASSESSMENT_ITEM table will receive the following error:
  - AA6203   v9.01 Missing or Invalid Subtest Identifier - "bad Subtest Identifier"

Test Date

Integrity Check:

- The test date field must have data, must be a valid date, must be 10 characters in length and must be in the following format: YYYY-MM-DD.
  - On export, Level 0 will auto-populate test admin date (when possible) based on test via lookup in ASSESSMENT_INFO table

Errors:

- A test date that is blank, not 10 characters in length, not a valid date, not in the correct format, and not within the assessment school year, will receive the following error:
  - AA6205   v7.04 Missing or Invalid Test Date. Test Date must be in YYYY-MM-DD format and fall within the assessment school year.

Assessment Acc Mod Fact Data Validation and Errors

Individual field Integrity Checks and errors:

Student ID

Integrity Check:

- The Student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in
the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded
with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - AA6206   v7.04 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - AA6207   v7.04 No matching demographics record.

School Year date

Integrity Check:

- The school year date must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - AA6204   v7.04 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Accommodation Modification Code & Acc Mod Type Code

Integrity Check:

- Accommodation Modification and Acc Mod Type Codes must be supplied and must be found in the Assessment Acc Mod Code Lookup table

Errors:

- An accommodation modification/acc mod type code combination that is blank or cannot be found in the Assessment Acc Mod Code Lookup table will receive the following error:
  - AA6208   v7.04 Missing or invalid Accomodation Modification & Acc Mod Type Code combination: & bad data

Acc or Mod Used Indicator

Integrity Check:

- This field will be validated for length only. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

Acc or Mod in IEP Indicator

Integrity Check:

- This field will be validated for length only. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

Student Snapshot Date

Integrity Check:

- This field will be validated for length only. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

Revision History

Student Credit GPA Validation and Errors

Date	Comment
8 /23/2013	• Added Student Credit GPA template edits for 2013-14 SIRS reporting requirements

Student Credit GPA Validation and Errors

Key Fields:

District Code, School Year Date, Student ID, Credit GPA Code, Reporting Date, Marking Period Code, Term Code

Required Fields:

District Code, School Year Date, Student ID, Credit GPA Code, Reporting Date, Marking Period Code, Cumulative Credits Earned, Cumulative GPA, Term Code, Student GPA Range Minimum, Student GPA Range Maximum, Cumulative Credits Attempted

Quasi-Required Fields (Certain Records):

Student Credit GPA Comment

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o CG7102   v9.0 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o CG7104   v9.0 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student ID

Integrity Check:

- The Student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Also, a corresponding student ID must be found in the Level 0 valid demographic records for the selected district and school year. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - o CG7106   v9.0 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o CG7107   v9.0 No matching demographics record.

Credit GPA Code

Integrity Check:

- The Credit GPA Code must have data and must be found in the CREDIT_GPA_CODE dimension table

Errors:

- A Credit GPA that is blank or that cannot be found in the CREDIT_GPA_CODE Look up table, will receive the following error:
  - o CG7109   v9.0 Missing or Invalid Credit GPA: & bad data

Student Credit GPA Validation and Errors

Individual field Integrity Checks and errors:

Reporting Date

Integrity Check:

- Any Reporting date error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.

Errors:

- If the Reporting date does not match the school year date, the following message will display:
  - CG7108   v9.0 Reporting date does not match school year date: (bad date). At the top of this page you selected (selected school year) as the school year. Please adjust your record(s) or select a different school year

Marking Period Code

Integrity Check:

- The Marking Period Code must be provided - and must equal NA

Errors:

- If Marking Period Code is not equal to NA, you will receive the following message:
  - CG7110   v9.0 Marking Period Code must equal NA

Marking Period Credits Earned

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Marking Period GPA

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Cumulative Credits Earned

Integrity Check:

- Cumulative Credits Earned must be provided and must fall within - range (0.0 - 50.0, with no more than 3 decimal places);

Errors:

- Cumulative Credits Earned that are not numeric, exceeds maximum length, or is outside the valid range (with no more than 3 decimal places) will receive the following error:
  - CG7111   v9.0 Cumulative Credits Earned missing/invalid or value is outside valid range (with no more than 3 decimal places) & bad data

Cumulative GPA

Integrity Check:

- Cumulative GPA must be provided and must fall within the range of Student GPA Range Minimum and Student GPA Range Maximum (with no more than 5 decimal places).

Errors:

- A Cumulative GPA that is outside the range noted above will receive the following error message:
  - CG7112   v9.0 Cumulative GPA missing/invalid or value is outside valid range (with no more than 5 decimal places): & bad data

Term Code

Integrity Check:

- The Term Code must be provided and must equal NA

Errors:

- If Term Code is not equal to NA, you will receive the following message:
  - CG7113   v9.0 Term Code must equal NA

Marking Period Grade Points

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Student Credit GPA Validation and Errors

Individual field Integrity Checks and errors:

Cumulative Grade Points

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Marking Period Location Code

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Student Credit GPA Comment

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Errors:

- A Student Credit GPA Comment that exceeds 250 characters in length will receive the following error:
    o CG7119   v9.0 Student Credit GPA Comment exceeds 250 characters, information provided in this field has been truncated

Student GPA Range Minimum

Integrity Check:

- The STUDENT GPA RANGE MINIMUM must be provided and must be numeric (with no more than 5 decimal places)

Errors:

- A STUDENT GPA RANGE MINIMUM that is not provided and/or not numeric (with no more than 5 decimal places) will receive the following error:
    o CG7114   v9.0 Missing or Invalid STUDENT CPA RANGE MINIMUM (with no more than 5 decimal places) & bad data

Student GPA Range Maximum

Integrity Check:

- The STUDENT GPA RANGE MAXIMUM must be provided , must be numeric, and must be greater than the STUDENT GPA RANGE MINIMUM (with no more than 5 decimal places)

Errors:

- A STUDENT GPA RANGE MAXIMUM that is not provided, not numeric or not greater than STUDENT GPA RANGE MINIMUM (with no more than 5 decimal places) will receive the following error:
    o CG7115   v9.0 Missing or Invalid STUDENT CPA RANGE MAXIMUM (with no more than 5 decimal places) & bad data

Marking Period Credits Attempted

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Cumulative Credits Attempted

Integrity Check:

- Cumulative Credits Attempted must be provided, must be greater than zero, and must fall within - range (0.1- 100.0, with no more than 3 decimal places)

Errors:

- Cumulative Credits Attempted that is not numeric, exceeds maximum length, or falls outside range will receive the following error:
    o CG7116   v9.0 Cumulative Credits Attempted missing/invalid or value is outside valid range (with no more than 3 decimal places) & bad data
- Cumulative Credits Attempted not greater than or equal to Cumulative Credits Earned will receive the following error:
    o CG7117   v9.0 Cumulative Credits Attempted must be greater than or equal to Cumulative Credits Earned & bad data

Projected Graduation Date

Integrity Check:

- Projected Graduation Date (Field 20) thru Class Rank Date (Field 24) - No checks are done for these fields and any data residing in these fields is not currently being saved

Student Credit GPA Validation and Errors

Additional 2nd Level Verification Fatal Error Checks

Errors:

- A "TOTAL" Credit CPA code that is missing will receive the following error message
  - ○ CG7118   v9.0 W/F: Missing "TOTAL" Credit CPA Code

Student Class Grade Detail Validation and Errors

Date	Comment
9 /20/2013	• Modifications and additional edits for the 2013-14 school year

- o An Alpha score, if provided, when Grade Detail Code = FG, Class Detail Outcome Code not equal "N", and Local Course is linked to Secondary State Course Code, value must not be numeric or the following error message will be displayed:
  * SG7024 v9.01 Course code linked to Secondary State course has an invalid Alpha Score: & bad data

- o A numeric score, if provided, when Grade Detail Code = FG, Class Detail Outcome Code not equal "N", and Local Course is linked to Secondary State Course Code, value must be 0 - 110 or the following error message will be displayed:
  * SG7014 v9.01 Course code linked to Secondary State course has an invalid Numeric Score (valid range 0-110, with no more than 3 decimal places) & bad data

- o When local course code is linked to a Secondary State course code and Grade Detail Code = FG and Class Detail Outcome Code is not equal to "N" and both Alpha and Numeric grade are missing, the following error will be displayed:
  * SG7025 v9.01 Either an Alpha or Numeric Grade must be provided

- o If Course Code and/or Course Location Code does not match a value from the Course Table, you will receive the following message combination:
  * SG7008 v9.01 Missing or Invalid Course Code/Course Location combination for selected school year: & bad data

- o This field, along with Course Code must not exceed a combined length of 29 or you will receive the following error:
  * SG7023 v9.01 Course and Section Code combination exceeds 29 characters.

2 /7 /2014	• Updated documentation to correspond with current check

- o A numeric grade, if provided, must fall within range (0-110 with no more than 3 decimal places)
  * SG7014 v9.02 Invalid Numeric Grade or value is outside valid range (0-110, with no more than 3 decimal places) & bad data

Student Class Grade Detail Validation and Errors

<u>**Key Fields:**</u>

District Code, Location Code, Course Code, School Year Date, Supplementary Course Differentiator, Section Code, Student ID, Grade Detail Code, Reporting Date

<u>**Required Fields:**</u>

District Code, Location Code, Course Code, School Year Date, Supplementary Course Differentiator, Section Code, Student ID, Grade Detail Code, Reporting Date, Marking Period Code, Class Detail Outcome Code, Term Code, State Assessment Included Indicator

<u>**Quasi-Required Fields (Certain Records):**</u>

Numeric Grade, Credits Attempted, Credits Earned

<u>Individual field Integrity Checks and errors:</u>

<u>District Code</u>

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o SG7001 v7.03 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

<u>Location Code</u>

Integrity Check:

- The Location Code must have data and must be found in the LOCATION lookup table.

Errors:

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error:
  - o SG7002 v7.03 Missing or Invalid Location Code: & bad data

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
  - o SG7003 v7.03 Missing, Invalid or Inactive Location Code for selected school year: & bad data

<u>Course Code</u>

Integrity Check:

- This field, along with Course Location Code, must match values from the Course Table.

Errors:

- If Course Code and/or Course Location Code does not match a value from the Course Table, you will receive the following message combination:
  - o SG7008 v9.01 Missing or Invalid Course Code/Course Location combination for selected school year: & bad data

<u>School Year Date</u>

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o SG7004 v7.03 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Student Class Grade Detail Validation and Errors

Individual field Integrity Checks and errors:

Supplementary Course Differentiator

Integrity Check:

- The Supplementary Course Differentiator must be provided and must equal NA

Errors:

- The Supplementary Course Differentiator must be provided and must equal NA, if it doesn't equal NA you will receive the following message
  - o SG7009   v7.03 Supplementary Course Differentiator must equal NA

Section Code

Integrity Check:

- The Section Code must be provided. Please note that the length of "SECTION CODE" (field #6) plus the length of "COURSE CODE" (field #3) cannot exceed 29

Errors:

- This field is required, if blank you will receive the following message:
  - o SG7010   v7.03 Missing or Invalid Section Code value & bad data

- This field, along with Course Code must not exceed a combined length of 29 or you will receive the following error:
  - o SG7023   v9.01 Course and Section Code combination exceeds 29 characters.

Student ID

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - o SG7006   v7.03 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o SG7007   v7.03 No matching demographics record.

Grade Detail Code

Integrity Check:

- The grade detail code must have data and must be found in the grade detail code lookup table

Errors:

- Must equal value from Grade Detail Code table, any other value will receive the following error message:
  - o SG7011   v7.03 Missing or invalid Grade Detail Code: & bad data.

Reporting Date

Integrity Check:

- Any Reporting date error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.

Errors:

- If the Reporting date does not match the school year date, the following message will display:
  - o SG7012   v7.03 Reporting date does not match school year date: (bad date). At the top of this page you selected (selected school year) as the school year. Please adjust your record(s) or select a different school year

Marking Period Code

Integrity Check:

- Marking period code must be a valid value from the Marking Period Code and Location Marking Period Code tables.

Errors:

- If Marking Period Code does not match a value in the Loc_MP_Term_lookup table, you will receive the following message:
  - o SG7013   v7.03 Missing or Invalid Marking Period /Term Code and Location combination for selected school year: & bad data

Student Class Grade Detail Validation and Errors

Individual field Integrity Checks and errors:

Display Grade

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Alpha Grade

Integrity Check:

- For local course codes linked to a Secondary State course code, either an Alpha or Numeric Grade must be provided when Grade Detail Code = FG and Class Detail Outcome Code is not equal to "N". Otherwise, this field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Errors:

- An Alpha score, if provided, when Grade Detail Code = FG, Class Detail Outcome Code not equal "N", and Local Course is linked to Secondary State Course Code, value must not be numeric or the following error message will be displayed:
  - o SG7024   v9.01 Course code linked to Secondary State course has an invalid Alpha Score: & bad data

Numeric Grade

Integrity Check:

- For local course codes linked to a Secondary State course code, either an Alpha or Numeric Grade must be provided when Grade Detail Code = FG and Class Detail Outcome Code is not equal to "N".

Errors:

- A numeric grade, if provided, must fall within range (0-110 with no more than 3 decimal places)
  - o SG7014   v9.02 Invalid Numeric Grade or value is outside valid range (0-110, with no more than 3 decimal places) & bad data

- When local course code is linked to a Secondary State course code and Grade Detail Code = FG and Class Detail Outcome Code is not equal to "N" and both Alpha and Numeric grade are missing, the following error will be displayed:
  - o SG7025   v9.01 Either an Alpha or Numeric Grade must be provided

Class Detail Outcome Code

Integrity Check:

- Indicator of course pass/fail for Final Grade for all reported courses.

Errors:

- Class Detail Outcome Code must equal "P" (Pass) or "F" (Fail) or "N" (Not Complete) and be found in the Master_lookup table when Grade Detail Code =FG.
  - o SG7015   v8.03 Missing or invalid Class Detail Outcome Code: & bad data

GPA Impact Code

Integrity Check:

- GPA Impact Code (Field 15) thru Evaluator 1 Controlling District Code (Field 19) are validated for length only, if these fields have more characters than their assigned length, the data will be truncated to the maximum length.

Term Code

Integrity Check:

- Term Code must be a valid value from the Marking Period Code and Location Marking Period Code tables.

Errors:

- If Term Code does not match a value in the Loc_MP_Term_lookup table, you will receive the following message:
  - o SG7013   v7.03 Missing or invalid Marking Period Number/Term Code and Location combination for selected school year: & bad data

Student Class Grade Detail Validation and Errors

Individual field Integrity Checks and errors:

State Assessment Included Indicator

Integrity Check:

- State Assessment included indicator must be provided and must equal "Y" (Yes) or "N" (No)

Errors:

- State Assessment included indicator must equal "Y" (Yes) or "N" (No) and must be found in the Master_Lookup table.
  - o SG7018   v7.03 Missing or invalid State Assessment Included Indicator & "Bad Data"

- If Grade Detail Code = FG and State Assessment Included Indicator = Y, Course Code must match to Secondary State ID (Alternate Course Code)
  - o SG7017   v7.03 Invalid State Assessment Included Indicator 'Y': Course Not Mapped to Secondary State Code.

Credits Attempted

Integrity Check:

- Credits Attempted, if provided, must be within range (0.0 - 5.0)

Errors:

- Credits Attempted must be provided if Grade Detail Code = FG and Local Course is linked to a Secondary State Course Code.
  - o SG7019   v7.03 Credits Attempted missing/invalid or value is outside valid range (0.0 - 5.0, with no more than 4 decimal places) & bad data

- Both Credits earned and Credits Attempted must be a valid value when either is supplied.
  - o SG7020   v7.03 Missing or Invalid Credits Attempted/Earned & bad data

Credits Earned

Integrity Check:

- Credits Earned, if provided, must be within range (0.0 - 5.0)

Errors:

- Credits Earned must be provided if Grade Detail Code = FG and Local Course is linked to a Secondary State Course Code.
  - o SG7021   v7.03 Credits Earned missing/invalid or value is outside valid range (0.0 - 5.0, with no more than 4 decimal places) & bad data

Student Class Credit Type Code

Integrity Check:

- Student Class Credit Type Code (Field 24) thru Postsecondary Credit Units (Field 36) are validated for length only, if these fields have more characters than their assigned length, the data will be truncated to the maximum length.

Credit Recovery Code

Integrity Check:

- Credit Recovery Code must be provided and match a value in the - YesNo Lookup table

Errors:

- A Credit Recovery Code that cannot be found in the YesNo Lookup table will receive the following error:
  - o SG7022   v8.03 Missing or Invalid Credit Recovery Code: & bad data

Student Grade Level Code When Taken

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Revision History

Staff Snapshot Data Validation and Errors

Date	Comment

9 /20/2013	- Add eScholar v15 new fields and edits - A Teacher Title, if provided, that is not equal to "TEACHER" will receive the following error:
	  * SX7330 v9.01 Invalid Teacher Title & bad data - If Teacher Title and Principal Title are both blank, you will receive the following error:
	  * SX7331 v9.01 Either Teacher or Principal Title must be provided - A Teacher Hire date that does not meet the required criteria will receive the following error:
	  * SX7314 v9.01 Missing or Invalid Teacher Hire Date. Teacher Hire Date must be in YYYY-MM-DD format: & bad data - A Teacher Hire date that exceeds the current date will receive the following error:
	  * SX7315 v9.01 Teacher Hire Date cannot be a future date. & bad data - A Teacher Tenure date that does not meet the required criteria will receive the following error:
	  * SX7316 v9.01 Invalid Teacher Tenure Date. Teacher Tenure Date must be in YYYY-MM-DD format: & bad data - A Teacher Tenure date that exceeds the current date will receive the following error:
	  * SX7317 v9.01 Teacher Tenure Date cannot be a future date. & bad data - A Teacher Tenure date without a corresponding Teacher Title will receive the following error:
	  * SX7332 v9.01 Teacher Tenure Date not expected when Teacher Title is not provided & bad data - If Exit Date is earlier than Teacher Hire/Tenure Date and/or Principal Hire/Tenure Date, you will receive the following error:
	  * SX7321 v9.01 Exit Date is earlier than Teacher Hire/Tenure and/or Principal Hire/Tenure Date & bad data - A Principal Title, if provided, that is not equal to "PRINCIPAL" will receive the following error:
	  * SX7334 v9.01 Invalid Principal Title & bad data - A Principal Hire date that does not meet the required criteria will receive the following error:
	  * SX7325 v9.01 Missing or Invalid Principal Hire Date. Principal Hire Date must be in YYYY-MM-DD format: & bad data - A Principal Hire date that exceeds the current date will receive the following error:
	  * SX7326 v9.01 Principal Hire Date cannot be a future date. & bad data - A Principal Tenure date that does not meet the required criteria will receive the following error:
	  * SX7327 v9.01 Invalid Principal Tenure Date. Principal Tenure Date must be in YYYY-MM-DD format: & bad data - A Principal Tenure date that exceeds the current date will receive the following error:
	  * SX7328 v9.01 Principal Tenure Date cannot be a future date. & bad data - A Principal Tenure date without a corresponding Principal Title will receive the following error:
	  * SX7333 v9.01 Principal Tenure Date not expected when Principal Title is not provided & bad data - A Teacher Tenure Date that is prior to a Teacher Hire date will receive the following message:
	  * SX7318 v9.01 Teacher Tenure Date is earlier than Teacher Hire date - Please review. - A Principal Tenure Date that is prior to a Principal Hire date will receive the following message:
	  * SX7329 v9.01 Principal Tenure Date is earlier than Principal Hire date - Please review. - If Teacher Hire date is provided, Teacher Title must equal "TEACHER" or the following error will be displayed:
	  * SX7335 v9.01 Teacher Hire Date is not expected when Teacher Title is not provided & bad data - If Principal Hire date is provided, Principal Title must equal "PRINCIPAL" or the following error will be displayed:
	  * SX7336 v9.01 Principal Hire Date is not expected when Principal Title is not provided & bad data

Staff Snapshot Data Validation and Errors

Key Fields:

District Code, Staff Id (local), Snapshot Date

Required Fields:

District Code, Staff Id (local), Primary Location Code, Snapshot Date, Alternate Staff Id (state)

Quasi-Required Fields (Certain Records):

Position Title (Teacher Title), Original Hire Date (Teacher Hire Date), Second Position Title (Principal Title),
Second Position Hire Date (Principal Hire Date)

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - SX7311   v7.01 Processing stopped. Records with a district code other than "selected district code" were found - "bad district code"

Staff Id (local)

Integrity Check:

- The Staff ID must have data.

Errors:

- A Staff ID that is blank or exceeds 12 characters in length will receive the following error:
  - SX7300   v6.0 Missing Staff ID (Local) or length exceeds 12 characters

Social Security Number

Integrity Check:

- Social Security Number (Field 3) thru Extra Job Class Code 5 (Field 13) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Position Title (Teacher Title)

Integrity Check:

- Teacher Title, if provided, must be "TEACHER". Must populate either field #8 or field #105. Can populate both field #8 and field #105.

Errors:

- A Teacher Title, if provided, that is not equal to "TEACHER" will receive the following error:
  - SX7330   v9.01 Invalid Teacher Title & bad data

- If Teacher Title and Principal Title are both blank, you will receive the following error:
  - SX7331   v9.01 Either Teacher Title or Principal Title must be provided

Primary Location Code

Integrity Check:

- Primary Location Code must be provided and must be found in the LOCATION Lookup table.

Errors:

- A primary location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the
following error:
  - SX7312   v7.03 Missing or Invalid Location Code: & bad data

- A primary location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
  - SX7313   v7.03 Missing, Invalid or Inactive Location Code for selected school year: & bad data

Staff Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Division

Integrity Check:

- Diviison (Field 15) thru Birth Date (Field 40) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Original Hire Date (Teacher Hire Date)

Integrity Check:

- If the Teacher Title is provided, then the Teacher Hire Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD; and cannot be a future date

Errors:

- A Teacher Hire date that does not meet the required criteria will receive the following error:
  - o SX7314   v9.01 Missing or Invalid Teacher Hire Date. Teacher Hire Date must be in YYYY-MM-DD format: & bad data

- A Teacher Hire date that exceeds the current date will receive the following error:
  - o SX7315   v9.01 Teacher Hire Date cannot be a future date. & bad data

- If Teacher Hire date is provided, Teacher Title must equal "TEACHER" or the following error will be displayed:
  - o SX7335   v9.01 Teacher Hire Date is not expected when Teacher Title is not provided & bad data

Tenure Date (Teacher Tenure Date)

Integrity Check:

- If the Teacher Title is provided, the Teacher Tenure Date, if provided, must be a valid date, cannot be a future date, must be 10 characters in length, and in the following format: YYYY-MM-DD. If the staff person has never been a tenured teacher in this LEA, leave blank.

Errors:

- A Teacher Tenure date that does not meet the required criteria will receive the following error:
  - o SX7316   v9.01 Invalid Teacher Tenure Date. Teacher Tenure Date must be in YYYY-MM-DD format: & bad data

- A Teacher Tenure date that exceeds the current date will receive the following error:
  - o SX7317   v9.01 Teacher Tenure Date cannot be a future date. & bad data

- A Teacher Tenure date without a corresponding Teacher Title will receive the following error:
  - o SX7332   v9.01 Teacher Tenure Date not expected when Teacher Title is not provided & bad data

Exit Date

Integrity Check:

- The Exit Date, if provided, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD; and must after Teacher Hire/Tenure Date and Principal Hire/Tenure Date as provided

Errors:

- An Exit Date that does not meet the required criteria will receive the following error:
  - o SX7319   v8.04 Invalid Exit Date. Exit Date must be in YYYY-MM-DD format: & bad data

- An Exit Date that exceeds the current date will receive the following error:
  - o SX7320   v8.04 Exit Date cannot be a future date. & bad data

- If Exit Date is earlier than Teacher Hire/Tenure Date and/or Principal Hire/Tenure Date, you will receive the following error:
  - o SX7321   v9.01 Exit Date is earlier than Teacher Hire/Tenure and/or Principal Hire/Tenure Date & bad data

Active/inactive Indicator

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Last Status Date

Integrity Check:

- Last Status Date (Field 42) thru Job Class Description (Field 49) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Staff Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Snapshot Date

Integrity Check:

- The Snapshot Date must have data and must equal the selected School Year Date that the user selects School Year dropdown box.

Errors:

- Any Snapshot Date error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the Snapshot Date does not equal the user selected School Year Date, then the following error message will display:
  - SX7301   v6.0 Processing stopped. Records with a snapshot date other than "selected school year" were found

Pay Step Level

Integrity Check:

- Pay Step Level (Field 51) thru Itinerant Teacher (Field 56) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Alternate Staff Id (state)

Integrity Check:

- The Alternate Staff ID must be provided and must not exceed 9 characters Note: A Alternate Staff ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length.

Errors:

- An Alternate Staff ID that is blank or exceeds 9 characters in length will receive the following error:
  - SX7302   v6.0 Missing Alternate Staff ID (State) or length exceeds 9 characters

Alternate Annual Salary

Integrity Check:

- Alternate Annual Salary (Field 58) thru Contracting Organization (Field 64) - No checks are done for these fields and any data residing in these fields is not currently being saved.

First Name Long

Integrity Check:

- The First Name Long field must have data and must not be more than 60 characters. If the First Name Long is more than 60 characters then only the first 60 characters will be saved.

Errors:

- A First Name Long that is blank will receive the following error:
  - SX7322   v8.03 No Staff First Name Long

Last Name Long

Integrity Check:

- The Last Name Long field must have data and must not be more than 60 characters. If the Last Name Long is more than 60 characters then only the first 60 characters will be saved.

Errors:

- A Last Name Long that is blank will receive the following error:
  - SX7323   v8.03 No Staff Last Name Long

Name Suffix

Integrity Check:

- Name Suffix (Field 67) thru Zip Code+4 (Field 75) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Email Address

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Staff Snapshot Data Validation and Errors

Individual field Integrity Checks and errors:

Middle Name

Integrity Check:

- Middle Name (Field 77) thru Position Hire Date (Field 104) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Second Position Title (Principal Title)

Integrity Check:

- Principal Title, if provided, must be "PRINCIPAL". Must populate either field #8 or field #105. Can populate both field #8 and field #105.

Errors:

- A Principal Title, if provided, that is not equal to "PRINCIPAL" will receive the following error:
  - o SX7334   v9.01 Invalid Principal Title & bad data

Second Position Hire Date (Principal Hire Date)

Integrity Check:

- If the Principal Title is provided, then the Principal Hire Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD; and cannot be a future date

Errors:

- A Principal Hire date that does not meet the required criteria will receive the following error:
  - o SX7325   v9.01 Missing or Invalid Principal Hire Date. Principal Hire Date must be in YYYY-MM-DD format: & bad data

- A Principal Hire date that exceeds the current date will receive the following error:
  - o SX7326   v9.01 Principal Hire Date cannot be a future date. & bad data

- If Principal Hire date is provided, Principal Title must equal "PRINCIPAL" or the following error will be displayed:
  - o SX7336   v9.01 Principal Hire Date is not expected when Principal Title is not provided & bad data

Second Position Tenure Date (Principal Tenure Date)

Integrity Check:

- If the Principal Title is provided, the Principal Tenure Date, if provided, must be a valid date, cannot be a future date, must be 10 characters in length, and in the following format: YYYY-MM-DD. If the staff person has never been a tenured Principal in this LEA, leave blank.

Errors:

- A Principal Tenure date that does not meet the required criteria will receive the following error:
  - o SX7327   v9.01 Invalid Principal Tenure Date. Principal Tenure Date must be in YYYY-MM-DD format: & bad data

- A Principal Tenure date that exceeds the current date will receive the following error:
  - o SX7328   v9.01 Principal Tenure Date cannot be a future date. & bad data

- A Principal Tenure date without a corresponding Principal Title will receive the following error:
  - o SX7333   v9.01 Principal Tenure Date not expected when Principal Title is not provided & bad data

Staff Education Level Code

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Staff Snapshot Data Validation and Errors
District Data Cross Edit Informational or Report(s)

Errors:

- Identify an Alternate Staff ID that is provided on more than one Staff Snapshot record:
  - ○ SX7324　　　v8.06 Please review Alternate Staff ID for accuracy

- A Teacher Tenure Date that is prior to a Teacher Hire date will receive the following message:
  - ○ SX7318　　　v9.01 Teacher Tenure Date is earlier than Teacher Hire date - Please review.

- A Principal Tenure Date that is prior to a Principal Hire date will receive the following message:
  - ○ SX7329　　　v9.01 Principal Tenure Date is earlier than Principal Hire date - Please review.

Revision History

Location Marking Period Validation and Errors

Date	Comment
9 /20/2013	• Add eScholar v15 new fields

Location Marking Period Validation and Errors

Key Fields:

District Code, Location Code, Marking Period Code, School Year Date, Term Code

Required Fields:

District Code, Location Code, Marking Period Code, School Year Date, Marking Period Start Date, Marking Period End Date, Term Code

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - LX7401   v8.03 Processing stopped. Records with a district code other than "selected district code" were found - "bad district code"

Location Code

Integrity Check:

- A location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error:
  - LX7402   v8.03 Missing or Invalid Location Code: & bad data

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
  - LX7403   v8.03 v7.03 Missing, Invalid or Inactive Location Code for selected school year: & bad data

Marking Period Code

Integrity Check:

- Marking period code must be a valid value from the Marking Period Code Lookup Table.

Errors:

- If Marking Period Code does not match a value in the Marking Period Code Lookup Table, you will receive the following message:
  - LX7408   v8.03 Missing or Invalid Marking Period Code - & bad data

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - LX7404   v8.03 Processing stopped. Records with a school year other than "selected school year" were found.

Marking Period Start Date

Integrity Check:

- Marking Period Start Date signifies the beginning of the corresponding marking period in the current school year. The Marking Period Start Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- A Marking Period Start Date that does not meet the required criteria will receive the following error:
  - LX7409   v8.03 Missing or Invalid Marking Period Start Date. Marking Period Start Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

Location Marking Period Validation and Errors

Individual field Integrity Checks and errors:

Marking Period End Date

Integrity Check:

- Marking Period End Date signifies the ending of the corresponding marking period in the current school year. The Marking Period End Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- If Marking Period End Date is earlier than Marking Period Start Date, you will receive the following error:
  - LX7410   v8.03 Marking Period End Date is earlier than Marking Period Start Date & bad data

- A Marking Period End Date that does not meet the required criteria will receive the following error:
  - LX7411   v8.03 Missing or Invalid Marking Period End Date. Marking Period End Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

Location Marking Period Description

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Term Code

Integrity Check:

- Term Code must be a valid value from the Marking Period Code Lookup Table.

Errors:

- If Term Code does not match a value in the Marking Period Code Lookup Table, you will receive the following message:
  - LX7412   v8.03 Missing or Invalid Term Code - & bad data

Instructional Days

Integrity Check:

- Instructional Days (Field 9) thru Location Term Category (Field 11) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Revision History

Course Data Validation and Errors

Date	Comment
9 /20/2013	• Add eScholar v15 new fields

Course Data Validation and Errors

<u>**Key Fields:**</u>

District Code, Location Code, School Year Date, Supplementary Course Differentiator, Course Code Long

<u>**Required Fields:**</u>

District Code, Location Code, School Year Date, Supplementary Course Differentiator, Course Code Long

<u>**Individual field Integrity Checks and errors:**</u>

<u>**District Code**</u>

Integrity Check:

  - The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

  - Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
  If the district code does not equal the user selected district code, then the following error message will display:
    o CX7511   v7.0 Processing stopped. Records with a district code other than "selected district code" were found - "bad district code"

<u>**Location Code**</u>

Integrity Check:

  - A location code must have data and must be found in the LOCATION lookup table.

Errors:

  - A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the
  following error:
    o CX7512   v7.03 Missing or Invalid Location Code: & bad data

  - A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
    o CX7513   v7.03 Missing, Invalid or Inactive Location Code for selected school year: & bad data

<u>**School Year Date**</u>

Integrity Check:

  - The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box..

Errors:

  - Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
    o CX7514   v7.0 Processing stopped. Records with a school year other than "selected school year" were found.

<u>**Course Code**</u>

Integrity Check:

  - Use Field 27 - Course Code should be blank, If supplied, Level 0 will not import this field.

<u>**Course Name**</u>

Integrity Check:

  - This field will be validated for length only. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

<u>**Course Department**</u>

Integrity Check:

  - This field will be validated for length only. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

Course Data Validation and Errors

Individual field Integrity Checks and errors:

Subject Area Code

Integrity Check:

- This field will be validated for length only. If this field has more characters than its assigned length, the data will be truncated to the maximum length.

Course Length

Integrity Check:

- Course Length (Field 8) thru GPA Applicability Code (Field 25) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Supplementary Course Differentiator

Integrity Check:

- The Supplementary Course Differentiator must be NA
  - On import, auto-populate supplementary course differentiator to "NA" when blank

Errors:

- A Supplementary Course Differentiator that is not equal to "NA" will receive the following error message:
  - o CX7500   v7.01 Supplementary Course Differentiator must equal 'NA'

Course Code Long

Integrity Check:

- The Course Code Long (Local) must have data.

Errors:

- If Course Code Long is blank or exceeds 12 characters, you will receive the following error message:
  - o CX7501   v6.0 Missing Course Code Long or exceeds 12 characters "bad Course Code Long data"

Course Delivery Model Code

Integrity Check:

- No checks are done for this field and any data residing in this field is not currently being saved.

Alternate Course Code

Integrity Check:

- The Alternate Course Code, if provided, must match a value in the State Course table.

Errors:

- An Alternate Course Code that cannot be found in the State Course table, will receive the following error message:
  - o CX7502   v8.05 Missing or Invalid State Course Code - "bad alternate course code data"

Requirements Indicator Code

Integrity Check:

- Requirements Indicator Code (Field 30) thru HS Equivalent Indicator (Field 72) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Revision History

Staff Assignment Validation and Errors

Date	Comment
9 /20/2013	• Add eScholar v15 new fields

Staff Assignment Validation and Errors

Key Fields:

District Code, Staff ID, Assignment Code, Assignment Location Code, School Year Date, Assignment Date, Assignment Grade Level

Required Fields:

District Code, Staff ID, Assignment Code, Assignment Location Code, School Year Date, Assignment Date, Assignment Grade Level

Quasi-Required Fields (Certain Records):

Completion Date

Individual field Integrity Checks and errors:

District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - o SA7601   v8.05 There are records in this file that contain the following district code: "Bad District". This district code does not match your selected district which is: "Selected District". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Staff ID

Integrity Check:

- The Staff ID must have data and must be found in the Staff Snapshot table. Records with no Staff ID are not imported.

Errors:

- A Staff ID that is blank or does not have a corresponding Staff Snapshot record will receive the following error:
  - o SA7611   v8.06 Missing or Invalid Staff ID: & bad data (No matching Staff Snapshot record.)

Assignment Code

Integrity Check:

- The Assignment Code must have data and must be found in the STAFF_ASSIGN_CODE dimension table

Errors:

- An Assignment Code that is blank or that cannot be found in the STAFF_ASSIGN_CODE dimension table will receive the following error:
  - o SA7612   v8.05 Missing or Invalid Assignment Code: & bad data

Assignment Location Code

Integrity Check:

- The Assignment Location Code must have data and must be found in the LOCATION lookup table.

Errors:

- An Assignment Location Code that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error:
  - o SA7602   v8.05 Missing or Invalid Location Code: & bad data

- An Assignment Location Code that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
  - o SA7603   v8.05 Missing, Invalid or Inactive Location Code for selected school year: & bad data

Staff Assignment Validation and Errors

Individual field Integrity Checks and errors:

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o SA7604   v8.05 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Assignment Date

Integrity Check:

- The Assignment Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- An Assignment Date that does not meet the required criteria will receive the following error:
  - o SA7605   v8.05 Missing or Invalid Assignment Date. Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

- An Assignment Date that exceeds the current date will receive the following error:
  - o SA7606   v8.05 Assignment Date cannot be a future date & bad data

Completion Date

Integrity Check:

- The Completion Date can be blank, if one is provided it must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- If the Completion Date is earlier than Assignment Date, you will receive the following error:
  - o SA7607   v8.05 Completion Date is earlier than Assignment Date & bad data

- If provided, a Completion Date that does not meet the required criteria will receive the following error:
  - o SA7608   v8.05 Invalid Completion Date & bad data

- A Completion Date that exceeds the current date will receive the following error:
  - o SA7609   v8.05 Completion Date cannot be a future date & bad data

Assignment Job Code

Integrity Check:

- Assignment Job Code (Field 8) thru Assignment Site (Field 11) - No checks are done for these fields and any data residing in these fields is not currently being saved

Assignment Programs Code

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

OBSOLETE

Integrity Check:

- Obsolete (Field 13) thru Assignment Field Status (Field 19) - No checks are done for these fields and any data residing in these fields is not currently being saved

Staff Assignment Validation and Errors

Individual field Integrity Checks and errors:

Assignment Grade Level

Integrity Check:

- The Assignment Grade Level must have data and must be found in the ASSIGNMENT GRADE LEVEL Table

Errors:

- An Assignment Grade Level that is blank or cannot be found in the ASSIGNMENT GRADE LEVEL look up table, will receive the following error:
  - o SA7610   v8.05 Missing or Invalid Assiignment Grade Level: & bad data

Controlling District Code

Integrity Check:

- Controlling District Code (Field 21) thru Assignment Quaternary Fund Source Code (Field 24) - No checks are done for these fields and any data residing in these fields is not currently being saved

Assignment Title

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Primary Assignment Indicator

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Revision History

Staff Student Course Validation and Errors

Date	Comment
9 /20/2013	• Add eScholar v15 new fields and edits

       o This field, along with Course Location Code, must match values from the Course Table, if Course Code and/or Course Location Code does not match a value from the Course Table, you will receive the following message combination:

           * SR7708 v9.01 Missing or Invalid Course Code/Course Location combination for selected school year: & bad data

       o This field, along with Course Code must not exceed a combined length of 29 or you will receive the following error:

           * SR7727 v9.01 Course and Section Code combination exceeds 29 characters.

Staff Student Course Validation and Errors

<u>**Key Fields:**</u>

Staff District Code, Staff ID, Student District Code, Student ID, School Year Date, Course District Code, Course Location Code, Course Code, Supplementary Course Differentiator, Section Code, Relationship Start Date, Reporting Date

<u>**Required Fields:**</u>

Staff District Code, Staff ID, Student District Code, Student ID, School Year Date, Course District Code, Course Location Code, Course Code, Supplementary Course Differentiator, Section Code, Relationship Start Date, Relationship End Date, Exclude from Evaluation Indicator, Term Code, Reporting Date

<u>**Quasi-Required Fields (Certain Records):**</u>

Potential Student Instructional Time (Enrollment Linkage Duration), Actual Student Instructional Time (Attendance Linkage Duration), Instructional Responsibility Weight (Linkage Duration Adjustment), Total Planned Class Time (Course Duration through Assessment Reporting Date)

<u>**Individual field Integrity Checks and errors:**</u>

<u>**Staff District Code**</u>

Integrity Check:

- The Staff District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
  If the district code does not equal the user selected district code, then the following error message will display:
  - o SR7701   v7.02 There are records in this file that contain the following Staff/Student/Course district code:" bad district code data". This district code does not match your selected district which is: "user selected code data". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

<u>**Staff ID**</u>

Integrity Check:

- The Staff ID must have data and must be found in the Staff Snapshot.

Errors:

- A Staff ID that is blank or does not have a corresponding Staff Snapshot record will receive the following error:
  - o SR7705   v7.02 Missing or Invalid Staff ID: & bad data (No matching Staff Snapshot record.)

<u>**Student District Code**</u>

Integrity Check:

- The Student District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Student District Code must match the Staff District Code
  - o SR7701   v7.02 There are records in this file that contain the following Staff/Student/Course district code:" bad district code data". This district code does not match your selected district which is: "user selected code data". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

<u>**Student ID**</u>

Integrity Check:

- The student ID must have data, must not exceed 9 characters in length, and each character must be numeric. Note: A student ID that is not blank and is less than 9 characters will be padded with leading zeroes until it reaches 9 characters in length. Records with no Student ID are not imported.

Errors:

- A student ID that exceeds 9 characters in length will receive the following error:
  - o SR7706   v7.02 Student ID exceeds 9 characters: & bad data

- A student ID that does not have a corresponding demographic record will receive the following error:
  - o SS7707   v7.02 No matching demographics record.

Staff Student Course Validation and Errors

Individual field Integrity Checks and errors:

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - o SR7704   v7.02 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Course District Code

Integrity Check:

- The Course District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Course District Code must match the Staff District code
  - o SR7701   v7.02 There are records in this file that contain the following Staff/Student/Course district code:" bad district code data". This district code does not match your selected district which is: "user selected code data". The validation process cannot continue until all the records in the import file match your selected district. If you chose the wrong district at the top of this page please select the district and perform the import process again.

Course Location Code

Integrity Check:

- The course location code must have data and must be found in the LOCATION lookup table.

Errors:

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has NOT been populated) will receive the following error:
  - o SR7702   v7.02 Missing or Invalid Location Code: & bad data

- A location that is blank or cannot be found in the LOCATION lookup table (If the LOCATION_YEAR table has been populated) will receive the following error:
  - o SR7703   v7.02 Missing, Invalid or Inactive Location Code for selected school year: & bad data

Course Code

Integrity Check:

- Course Code must have data and must be found in the Course Table

Errors:

- This field, along with Course Location Code, must match values from the Course Table, if Course Code and/or Course Location Code does not match a value from the Course Table, you will receive the following message combination:
  - o SR7708   v9.01 Missing or Invalid Course Code/Course Location combination for selected school year: & bad data

Supplementary Course Differentiator

Integrity Check:

- The Supplementary Course Differentiator must be provided and must equal NA

Errors:

- The Supplementary Course Differentiator must be provided and must equal NA, if it doesn't equal NA you will receive the following message
  - o SR7709   v7.02 Supplementary Course Differentiator must equal NA

Staff Student Course Validation and Errors

Individual field Integrity Checks and errors:

Section Code

Integrity Check:

- The Section Code must be provided. Please note that the length of "SECTION CODE" (field #10) plus the length of "COURSE CODE" (field #8) cannot exceed 29

Errors:

- This field is required, if blank you will receive the following message:
  o SR7710   v7.02 Missing or Invalid Section Code value. & bad data

- This field, along with Course Code must not exceed a combined length of 29 or you will receive the following error:
  o SR7727   v9.01 Course and Section Code combination exceeds 29 characters.

Reporting Date

Integrity Check:

- The reporting date field must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be found in the L0 COURSE_ASSESSMENT_DATES table

Errors:

- A Reporting Date is blank or cannot be found in the L0 COURSE_ASSESSMENT_DATES table will receive the following error:
  o SR7711   v8.05 Missing or Invalid Reporting Date

Relationship Start Date

Integrity Check:

- The Relationship Start Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.

Errors:

- A Relationship Start Date that does not meet the required criteria will receive the following error:
  o SR7712   v7.02 Missing or Invalid Relationship Start Date. Date must be in YYYY-MM-DD format and fall within the selected school year: & bad data

- A Relationship Start Date that exceeds the current date will receive the following error:
  o SR7713   v7.02 Relationship Start Date cannot be a future date & bad data

- A Relationship Start Date that is equal to or greater than the Reporting Date will receive the following error:
  o SR7714   v7.02 Relationship Start Date cannot be equal to or greater than the Reporting Date

Relationship End Date

Integrity Check:

- The Relationship End Date must have data, must be a valid date, must be 10 characters in length and in the following format: YYYY-MM-DD, and must be in the July 1 - June 30 time frame of the user selected school year.
  *Note: The Relationship End Date, if blank, on import, will auto-populate to the Reporting Date. The Relationship End Date should be used to project the number of reported minutes.

Errors:

- If Relationship End Date is earlier than Start Date, you will receive the following error:
  o SR7715   v7.02 Relationship End Date is earlier than Relationship Start Date

- A Relationship End Date that does not meet the required criteria will receive the following error:
  o SR7717   v7.02 Missing or Invalid Relationship End Date. Date must be in YYYY-MM-DD format and fall within the selected school year and be less than or equal toReporting Date: & bad data

Potential Student Instructional Time (Enrollment Linkage Duration)

Integrity Check:

- Although actual times are not required until the first spring test administration, Potential Student Instruction Time (Enrollment Linkage Duration) must be a numeric value on import

Errors:

- Enrollment Linkage Duration that is not numeric with a Reporting Date prior to the selected school year date, will receive the following error:
  o SR7718   v7.02 Missing or invalid Enrollment Linkage Duration (must be numeric, no more than 2 decimal places, and greater than or equal to zero) & bad data

Staff Student Course Validation and Errors

Individual field Integrity Checks and errors:

Actual Student Instructional Time (Attendance Linkage Duration)

Integrity Check:

- Although actual times are not required until the first spring test administration, Actual Student Instructional Time (Attendance Linkage Duration) must be a numeric value on import

Errors:

- Actual Student Instructional Time that is not numeric with a Reporting Date prior to the selected school year date, will receive the following error:
  - SR7720   v7.02 Missing or invalid Attendance Linkage Duration (must be numeric, no more than 2 decimal places, and greater than or equal to zero) - "bad data"

- If Actual Student Instructional Time is greater than Potential Student Instructional Time, you will receive the following error:
  - SR7721   v7.04 Attendance Linkage Duration cannot be greater than Enrollment Linkage Duration & "Bad Data".

Instructional Responsibility Weight (Linkage Duration Adjustment)

Integrity Check:

- Instructional Responsibility Weight must be provided and must have a value of 0 - 1.

Errors:

- If weight is provided that is outside the range, the following error message will be displayed:
  - SR7722   v7.02 Linkage Duration Adjustment value outside valid range (0-1) or contains more than 2 decimal places: & "bad data"

Exclude from Evaluation Indicator

Integrity Check:

- The Exclude from Evaluation Indicator, if provided, must be the value of Y or N.

Errors:

- The Exclude from Evaluation Indicator, if blank, on import, will auto-populate to the value of N
  - SR7723   v7.02 Invalid Exclude from Evaluation Indicator & "Bad Data"

Total Planned Class Time (Course Duration through Assessment Reporting Date)

Integrity Check:

- Although actual times are not required until the first spring test administration, Total Planned Class Time (Course Duration through Assessment Reporting Date) must be a numeric value on import

Errors:

- Total Planned Class Time that is not numeric with a Reporting Date prior to the selected school year date, will receive the following error:
  - SR7724   v7.02 Missing or invalid Course Duration through Assessment Reporting Date (must be numeric, no more than 2 decimal places,and greater than or equal to zero) - "bad data"

- If Total Planned Class Time is less than Potential Student Instructional or Actual Student Instructional Time, you will receive the following error:
  - SR7725   v7.02 Course Duration through Assessment Reporting Date must be greater than or equal to Enrolment/Attendance Linkage Duration

Term Code

Integrity Check:

- Term Code must be a valid value from the Location Marking Period table.

Errors:

- Only Term Codes 0-8 are valid for SSC reporting. A Term Code that is not found in the Location Marking Period table will receive the following error:
  - SR7726   v8.071 Missing or invalid Term Code & "Bad Data"

Instructional Relationship Weight

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved

Revision History

Staff Evaluation Rating Validation and Errors

Date	Comment

8 /23/2013	• Modified edit/documentation for STATE20, LOCAL 20, whole numbers, Charter Schools, and new fields
	
	  o Report one "STATE20", one "LOCAL20", one "OTHER", and one "OC" code (case sensitive) for each staff member reported. Charter schools are required to send only the "OC" code, but may send all four records.
	
	  o With the exception of Charter Schools, Evaluation Criteria Rating Points must be provided and must within the min and max range of the dimension table and be a whole number. ***** Note in documentation that decimals were only allowed during the 2011-12 school year reporting *****
	
	  o IF Evaluation Criteria Rating Points are not provided, fall outside the min and max range of the dimension table, or not a whole number, you will receive the following message:
	    * SE7909 v9.0 Evaluation Criteria Rating points missing/invalid or value is outside valid range (must be a whole number) for Criteria Code: & bad data
	
	  o Evaluation Group Code (Field 15) thru Evaluation Reporting Location Code (Field 22) - No checks are done for these fields and any data residing in these fields is not currently being saved.

8 /23/2013	• Added the following edits to L0H for any Staff Evaluation rating changes
	
	  o If Evaluation Criteria Rating points from LOCAL, STATE, and OTHER don't equal Evaluation Criteria Rating points from OC (Overall Composite), you will receive the following error:
	    * SE7910H v2.0 L0H Only - The sum of LOCAL, STATE, and Other Evaluation Criteria Rating points must equal Overall Composite Evaluation Criteria Rating points (yyyy-mm-dd)
	
	  o IF LOCAL, STATE, OTHER, OC records are added, changed, or deleted, a Reason for Change is required
	    * SE7911H v2.0 L0H Only - Reason for Change is missing (YYYY-mm-dd)
	
	  o If a Reason of "Other" is selected and Reason Comment is blank, you will receive the following error:
	    * SE7912H v2.0 L0H Only - Reason Comment required when Reason Code equal "Other"

2 /7 /2014	• Removed SE7912H Edit on "Reason Comment" as more descriptive reasons have been developed, so the comment will not be collected:
	
	• Added SE7913H edit to L0H only
	
	  o If a duplicate Evaluation Criteria Code is found for a Staff ID within a given school year, you will receive the following error:
	    * SE7913H v2.0 L0H Only - Duplicate Evaluation Criteria Code found (School Year)

Staff Evaluation Rating Validation and Errors

Key Fields:

Staff District Code, Evaluation Criteria Code, School Year Date, Reporting Date

Required Fields:

Staff District Code, Evaluation Criteria Code, School Year Date, Reporting Date, Evaluation Criteria Rating Code, Evaluation Criteria Rating Points

Quasi-Required Fields (Certain Records):

Staff ID, Alternate Staff ID

Individual field Integrity Checks and errors:

Staff District Code

Integrity Check:

- The District code must have data and must equal the 8 character district code that the user has selected.

Errors:

- Any district code error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected.
If the district code does not equal the user selected district code, then the following error message will display:
  - ○ SE7901   v7.05 There are records in this file that contain the following district code: "bad district data". This district code does not match your selected district which is: "user selected district code data" The validation process cannot continue until all the records in the import file match your selected district. If you have chosen the wrong district, please select the correct district.

Staff ID

Integrity Check:

- Either Staff ID or Alternate Staff ID should be provided, but not both and must be found in the Staff Snapshot table. The validation process cannot continue until all the records in the import file meet the criteria selected under the "Current District Staff Evaluation ID Import Type Selections" under L0 Options.

Errors:

- If Staff ID has been selected in L0 Options, under "Current District Staff Evaluation ID Import Type Selections", then Staff ID must have data and Alternate Staff ID must be blank
  - ○ SE7902A   v 7.05 Level 0 staff evaluation staff ID option set to 'Local Staff ID' and import records found with Alt. ID (field 14) data. The validation process cannot continue until all the records in the import file have field 2 populated and field 14 blank. Please correct error records and perform the import process again.

- A Staff ID, if provided must match the Staff ID in the Staff Snapshot, or the following error will display:
  - ○ SE7903   v7.05 Invalid Staff ID: & bad data

Evaluation Criteria Code

Integrity Check:

- Report one "STATE20", one "LOCAL20", one "OTHER", and one "OC" code (case sensitive) for each staff member reported. Charter schools are required to send only the "OC" code, but may send all four records.

Errors:

- Evaluation Criteria Code must exist in the EVALUATION_CRITERIA Table for the matching SCHOOL YEAR DATE
  - ○ SE7905   v8.03 Missing or Invalid Evaluation Criteria Code: & bad data

- If a duplicate Evaluation Criteria Code is found for a Staff ID within a given school year, you will receive the following error:
  - ○ SE7913H   L0H Only - Duplicate Evaluation Criteria Code found (School Year)

School Year Date

Integrity Check:

- The school year must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any school year error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  - ○ SE7906   v7.05 There are records in this file that contain the following school year: "(Bad School Year)". At the top of this page you selected "(Selected School Year)" as the school year for this import file. Please adjust your import file or select a different school year.

Staff Evaluation Rating Validation and Errors

Individual field Integrity Checks and errors:

Reporting Date

Integrity Check:

- The reporting date must have data and must equal the 10-character date that the user selects in the School Year dropdown box.

Errors:

- Any Reporting date error is fatal and will stop processing of the import file. No further processing will be allowed until the error has been corrected. In this situation the following error message will display:
  o SE7907   v7.05 Reporting date does not match school year date: ("bad reporting date"). At the top of this page you selected "(Selected School Year)" as the school year. Please adjust your record(s) or select a different school year.

Evaluation Review Date

Integrity Check:

- This field will be validated for length only, if this field has more characters than its assigned length, the data will be truncated to the maximum length.

Evaluation Criteria Rating Code

Integrity Check:

- The Evaluation Criteria Rating Code must be provided and must equal NA

Errors:

- If the Evaluation Criteria Rating Code doesn't equal NA you will receive the following message
  o SE7908   v7.05 Evaluation Criteria Rating Code must equal NA: & bad data

Evaluation Criteria Rating Points

Integrity Check:

- With the exception of Charter Schools, Evaluation Criteria Rating Points must be provided and must within the min and max range of the dimension table and be a whole number.

  ***** Note in documentation that decimals were only allowed during the 2011-12 school year reporting *****

Errors:

- IF Evaluation Criteria Rating Points are not provided, fall outside the min and max range of the dimension table, or not a whole number, you will receive the following message:
  o SE7909   v9.0 Evaluation Criteria Rating points missing/invalid or value is outside valid range (must be a whole number) for Criteria Code: & bad data

- If Evaluation Criteria Rating points from LOCAL, STATE, OTHER and OC (Overall Composite) are provided and OC doesn't equal the sum of LOCAL, STATE, and OTHER Evaluation Criteria Rating points, you will receive the following error:
  o SE7910H   v2.0 L0H Only - The sum of LOCAL, STATE, and Other Evaluation Criteria Rating points must equal Overall Composite Evaluation Criteria Rating points (yyyy-mm-dd)

Evaluation Period Start Date

Integrity Check:

- Evaluation Period Start Date (Field 9) thru Evaluator Comment (Field 13) - These fields will be validated for length only, if any fields have more characters than its assigned length, the data will be truncated to the maximum length.

Alternate Staff ID

Integrity Check:

- Either Alternate Staff ID or Staff ID should be provided, but not both and must be found in the Staff Snapshot table. The validation process cannot continue until all the records in the import file meet the criteria selected under the "Current District Staff Evaluation ID Import Type Selections" under L0 Options.

Errors:

- If Alt. ID has been selected in L0 Options, under "Current District Staff Evaluation ID Import Type Selections", then Alternate Staff ID must have data and Staff ID must be blank
  o SE7902B   v 7.05 Level 0 staff evaluation staff ID option set to 'Alt. ID' and import records found with Local Staff ID (field 2) data. The validation process cannot continue until all the records in the import file have field 14 populated and field 2 blank. Please correct error records and perform the import process again.

- An Alternate Staff ID, if provided must match the Alternate Staff ID in the Staff Snapshot, or the following error will display:
  o SE7904   v7.05 Invalid Alternate Staff ID: & bad data

Staff Evaluation Rating Validation and Errors

Individual field Integrity Checks and errors:

Evaluation Group Code

Integrity Check:

- Evaluation Group Code (Field 15) thru Evaluation Reporting Location Code (Field 22) - No checks are done for these fields and any data residing in these fields is not currently being saved.

Reason for Change

Integrity Check:

- Reason for Change must be provided in L0H when any Staff Evaluation changes are made

Errors:

- IF LOCAL, STATE, OTHER, OC records are added, changed, or deleted, a Reason for Change is required
  - o SE7911H   v2.0 L0H Only - Reason for Change is missing (YYYY-mm-dd)

Reason Comment

Integrity Check:

- No checks are done on this field and any data residing in this field is not currently being saved