Enrollments (Oregon)

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General Enrollment Information | State Reporting Fields | Special Ed Fields

Tool Search: Enrollments

The Enrollment tool displays all occurrences of a student's enrollment in the district. Because this is an historical view, this list could be long.

Enrollments are first sorted by grade level and sorted by enrollment start date second. To reorder the list of enrollments, click the blue headers in the Enrollments Editor list. The list of enrollments can be sorted by Grade, Calendar, Start Date or End Date.

> See the core Enrollments article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Enrollment records.

General Enrollment Information

Start Status | End Status | No Show | Service Type

The General Enrollment Information editor describes the calendar, schedule, grade, start/end date and reason for the creation or ending of the enrollment record. Both the *Start* and *End Status* fields are unique to the state of Oregon. Oregon reporting also relies heavily on *Service Type* when populating reports. These fields are further described below. All other fields in General Enrollment Information do not require unique, state-specific data. However, many of these fields are required and data entry in these fields is necessary. For more information on these fields, see the Enrollments article.

General Enrollment Information Editor

Start Status

Start Status indicates the reason for beginning the student enrollment, whether entering the school or district or continuing on from another grade.

> Only enrollment start statuses that are mapped to a State Start Status Code report in state extracts.

Districts can map local enrollment statuses to state enrollment statuses when local statuses are very specific to a situation or to that district, but still need to be included in state reports. For districts that use very granular enrollment statuses, this lets the district continue to use those values, but still report the state mandated enrollment statuses. This is done in the Enrollment Start Status Setup tool.

The Start Date indicates the start date of the enrollment record. When creating an enrollment for a student, students must have a Start Date and a Start Status. An enrollment cannot be saved without an entry in these fields.

▶ Click here to expand...

End Status

The End Status indicates the reason the student has not or is not enrolled in the current school year. All students with an end-dated enrollment must also have an End Status assigned to the end-dated enrollment.

> Only enrollment end statuses that are mapped to a State End Status Code report in state extracts.

Like the Start Status, districts can map local enrollment statuses to state enrollment statuses when local statuses are very specific to a situation or to that district, but still need to be included in state reports. For districts that use very granular enrollment statuses, this allows the district continue to use those values, but still report the state mandated enrollment statuses. See Enrollment End Status Setup for more information.

When a student has completed high school, be sure to select the proper completer End Status. Users are not allowed to save an end-dated enrollment without an assigned End Status. However, this condition does not apply when the **No Show** checkbox is marked. When the No Show checkbox is marked, you can enter an End Status without an End Date.

> When the End Status field is populated, an End Date must also be entered. When an End Date is entered, the End Status field must be populated.

▶ Click here to expand...

No Show

A no show student is defined as a student who is enrolled in the school but never attends class and does not officially withdraw from the school. These enrollment records are ended after a certain number of school days, depending on district and/or state policy.

When No Show is marked, the student's enrollment is not included in state reports. When a district wants to report No Show students, select **Program Type 14: Student not enrolled, received credential/other outcome** from the Program Type field.

▶ Click here to expand...

Service Type

The Service Type is used to indicate the type of enrollment and the intended service the student receives. Service Types include: (P) Primary, (S) Partial, and (N) Special Ed Services.

When a student has multiple active or overlapping enrollments during a reporting period, state reports pull that student's data from the Primary Enrollment.
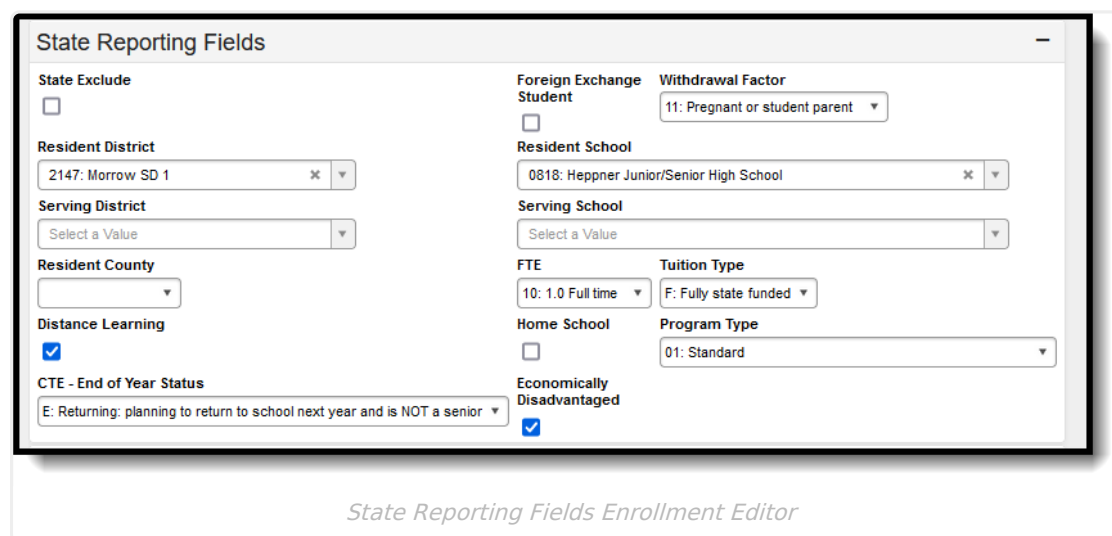
▶ Click here to expand...

State Reporting Fields

State Exclude | Foreign Exchange Student | Withdrawal Factor | FTE | Tuition Type | Distance

Learning | Home School | Program Type | CTE End of Year Status | Economically Disadvantaged

Data entries made in the State Reporting Fields section of the Enrollments tool are unique to the state of Oregon and may directly affect the way students are reported to the state department of education.

Updates to State Reporting fields overwrite previously entered data. To preserve this historical information, create a new Enrollment record when changes are needed. Deleting an Enrollment record is NOT recommended.

State Reporting Fields Enrollment Editor

State Exclude

When marked, this option excludes a student from reporting on Oregon state reporting extracts.

▸ Click here to expand...

Foreign Exchange Student

When marked, indicates the student is a foreign exchange student.

▸ Click here to expand...

Withdrawal Factor

Indicates in further detail the reason a student withdrew from school. Select a withdrawal factor when reporting students who withdrew from school for Personal or Academic Reasons (State End

Status Code 3A).

▶ Click here to expand...

FTE

Indicates the student's Full Time Equivalency of enrollment.

- 00: N/A
- 05: 0.5 Part Time
- 10: 1.0 Full Time

▶ Click here to expand...

Tuition Type

Type of tuition the student is enrolled under during the reporting period.

▶ Click here to expand...

Distance Learning

When marked, indicates the student received education away from school.

▶ Click here to expand...

Home School

When marked, indicates the student is home schooled.

▶ Click here to expand...

Program Type

Identifies the attendance reporting group the student falls into in the enrollment. Different attendance reporting groups use different logic for calculating ADA and/or Hours.

▶ Click here to expand...

CTE End of Year Status

Indicates the CTE Participant's status at the end of the school year.

▶ Click here to expand...

Economically Disadvantaged

Indicates the student is Economically Disadvantaged by a qualified measure that is not NSLP related.

▶ Click here to expand...

Special Ed Fields

Special Ed Status | Federal Placement | Disability 1

The Special Ed Fields enrollment editor contains fields specific to a student's special education needs. State reports collect data from the Oregon Data Plan.

Special Ed Fields Enrollment Editor

Special Ed Status

Indicates whether the student is received special education services. When Yes, selection is 1: Receiving Services.

▶ Click here to expand...

Federal Placement

Indicates the setting in which an individual receives services that adapt the curriculum, materials or instruction for students identified as needing special education because of a disabling condition.

▶ Click here to expand...

Disability 1

Lists the student's primary disability.

▶ Click here to expand...