

# Student Record Card 3 (Maryland)

Last Modified on 10/21/2024 8:22 am CDT

Tool Search: Student Record Cards

[Report Logic](#) | [Extract Options](#) | [Record Card 3 Example](#) | [Record Card Side 1 Layout](#) | [Record Card Side 2 Layout](#)

The student record card is used to maintain a paper copy of student information as required by Maryland Department of Education (MSDE). The Student Record Card 3 Report contains student information related to annual secondary school performance and state assessment graduation requirements. One card prints per student per enrollment.

## Student Record Cards ☆

**Student Record Cards**

The student record card is used to maintain a paper copy of student information as required by Maryland Department of Education. Please select which record card to print. One card will print per student per enrollment.

Student Record Cards 2, 3, 4 and 7 are resource intensive and can only be generated for one school at a time, if there are more than 500 students in the file the report must be run in batch mode.

### Extract Options

Record Card Type: Record Card 3

Start Date: 07/01/2007

End Date: 06/30/2008

Format: PDF

### Select Calendars

Which calendar(s) would you like to include in the report?

active year

list by school

list by year

**21-22**

- 21-22 0004 Steuart Hill Academ
- 21-22 0007 Cecil Elementary
- 21-22 0008 City Springs Elem/M
- 21-22 0010 James McHenry Elem
- 21-22 0011 Eutaw-Marshburn Ele
- 21-22 0012 Lakeland Elementary
- 21-22 0013 Tench Tilghman Elem
- 21-22 0015 Stadium School Midd
- 21-22 0016 Johnston Square Ele
- 21-22 0021 Hilton Elementary
- 21-22 0022 George Washington E
- 21-22 0023 Wolfe Street Academ
- 21-22 0027 Commodore John Roc
- 21-22 0028 Sandtown-Winchester

Single Selection Only

### Select Students

The results of the report can be narrowed by selecting specific grade levels, using a Student Ad Hoc filter, or entering the student State Student ID number. Any State Student ID entered must exactly match the State ID shown in the student's Demographics Summary. The report can be run for multiple State Student IDs when each number is separated by a comma.

The results default to students in All Grades

Grade: All Grades

Ad Hoc Filter:  

State Student ID:  

Generate Report
Submit to Batch

Refresh Show top 50 tasks submitted between 12/27/2021 and 01/03/2022

Batch Queue List			
Queued Time	Report Title	Status	Download

*Student Record Card 3 Editor*

# Report Logic

To report, students must have an enrollment in the selected calendar within the Start Date and End Date.

A record reports for all students enrolled in the selected calendar who meet the following criteria:

- Enrollment Type is Primary, Partial, or Special Ed.
- Grade level must be 09, 10, 11, or 12.

## Extract Options

Field	Description
<b>Record Card Type</b>	Options: <ul style="list-style-type: none"> <li>• Record Card 1</li> <li>• Record Card 2</li> <li>• Record Card 3</li> <li>• Record Card 4</li> <li>• Record Card 7</li> </ul>
<b>Start Date</b>	Default date is the earliest date of the calendar(s) selected. The date can be changed.
<b>End Date</b>	Default date is the latest date of the calendar(s) selected. The date can be changed.
<b>Grade</b>	A grade level filter will narrow report results to only include students in the selected grade levels.
<b>Ad Hoc Filter</b>	Ad Hoc Filters are available for users to narrow report results.
<b>State Student IDs</b>	Limit search results to only include student's matching the State Student IDs entered. This field allows one to multiple State Student IDs when each number is separated by a comma.
<b>Format</b>	<ul style="list-style-type: none"> <li>• PDF</li> <li>• Comma Separated (CSV)</li> <li>• HTML</li> </ul>
<b>Select Calendars</b>	<ul style="list-style-type: none"> <li>• Only one calendar can be selected</li> <li>• Defaults to the calendar selected in the Campus Toolbar</li> <li>• Selection of at least one calendar is required</li> </ul>

Field	Description
<b>Generate Report Submit to Batch</b>	<p>Users have the option of submitting the report request to the batch queue by clicking <b>Submit to Batch</b> instead of <b>Generate Extract</b>. This process allows larger reports to generate in the background without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the <a href="#">Batch Queue</a> article.</p> <p>Student Record Card 3 is resource intensive and can only be generated for one school at a time. If there are more than 500 students in the file, the report must be run in batch mode.</p>

## Record Card 3 Example

Record Card 3 Side 1 - Annual Secondary School Performance Grades 7-12							
Legal Name: John Michael Smith		LOCID: 123456789		SASID: 987654321		Birth Date: 09/13/2004	
Cumulative GPA (Unweighted): 2.695700		Cumulative GPA (Weighted): 2.695700				Grade: 11 (2021-2022)	
Class Rank (Unweighted): 8 of 31		Class Rank (Weighted): 8 of 31					
<b>Credits</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>Total</b>
CTE			1.000				1.00
Electives				1.500			1.50
English			1.000	1.000			2.00
Fine Arts				1.000			1.00
Health			0.500				0.50
Mathematics			1.000	1.000			2.00
Physical Education			0.500				0.50
Science			1.000	1.000			2.00
Social Studies				1.000			1.00
							Service Learning Hours: 61
<b>Courses Taken in School Year 2019-2020 Grade 09</b>				<b>Courses Taken in School Year 2020-2021 Grade 10</b>			
Subject	Grade	Credits	School Name	Subject	Grade	Credits	School Name
07102S Health Ed I	B-	0.500	0333 Independence School Local I	03215S Fundamentals of Art	A+	1.000	0333 Independence School Local I
08101Y English I	C+	1.000	0333 Independence School Local I	06201Y English II	C-	1.000	0333 Independence School Local I
11101Y Algebra I CCSS	B	1.000	0333 Independence School Local I	08522S Women in Literature	C-	0.500	0333 Independence School Local I
12623S Personal Fitness	B-	0.500	0333 Independence School Local I	10201Y American Government	C-	1.000	0333 Independence School Local I
13101Y Biology	B+	1.000	0333 Independence School Local I	11200Y Geometry CCSSM	D	1.000	0333 Independence School Local I
25219Y Agricultural Bus. Res. Dev Cap	A-	1.000	0333 Independence School Local I	1517S Independent Study Math	C	1.000	0333 Independence School Local I
				0301S Physics	A-	1.000	0333 Independence School Local I

Student Record Card 3 Side 1

**Record Card 3 Side 2 - State Assessment Graduation Requirements**  
**Annual Secondary School Performance**  
 0333 Independence School Local I  
 Street, Baltimore, MD 21216  
 Tel: 443-555-0136

Legal Name: Smith, John Paul Jr.      LOCID: 123456789      SASID: 987654321      Birth Date: 04/28/2002      Grade: 12 (2021-2022)

**Maryland High School Assessments**

The Maryland High School Assessment requirement may be met through: passing each assessment, obtaining a specified combined score, the Bridge Plan Validation Program or the waiver process for new entrants.

Exam	Highest Scale Score Earned	Combined Score Required	Assessment Status	Met Requirements	MD High School Assessment
Algebra 1	650.000		Not Required	Y	PARCC Algebra 1
English			Not Required	Y	
Biology			Participated	Y	HS MISA
Government	409.000		Passed	Y	HSA Government

Date Overall HSA Requirement Met: 01/06/2020

Diploma:	x	Certificate:		Date of Completion:	08/23/2021
Signature of Principal or Designee			Date		

*Student Record Card 3 Side 2*

## Record Card Side 1 Layout

Element	Description	Location
<b>First Name</b>	Reports the student's first name.  <i>Alphanumeric, 15 characters</i>	Census > People > Identities > Current Identity > First Name  <b>Database:</b> Identity.firstname
<b>Middle Name</b>	Reports the student's middle name.  <i>Alpha, 15 characters</i>	Census > People > Identities > Current Identity > Middle Name  Identity.middlename
<b>Suffix</b>	Student's generational suffix.  <i>Alpha, 4 characters</i>	Census > People > Identities > Current Identity > Suffix  Identity.suffix
<b>Last Name</b>	Reports the student's last name.  <i>Alphanumeric, 25 characters</i>	Census > People > Identities > Current Identity > Last Name  Identity.lastname

Element	Description	Location
<b>Local Student ID Number (LASID)</b>	Reports the number assigned by the local education agency.  <i>Alphanumeric, 10 characters</i>	Census > People > Demographics > Student Number  Person.studentNumber
<b>State Assigned Student ID (SASID)</b>	Reports the state assigned student ID number assigned to the student.  <i>Alphanumeric, 10 characters</i>	Census > People > Demographics > Student State ID  Person.studentStateID
<b>Date of Birth</b>	Reports the student's date of birth.  <i>Date field, 10 characters MM/DD/YYYY</i>	Census > People > Identities > Current Identity > Birth Date  Identity.birthdate
<b>Grade</b>	Reports the student's current grade level.  <i>Numeric, 2 digits</i>	Student Information > General > Enrollment > Grade  Gradelevel.stateGrade
<b>Cumulative GPA (Unweighted)</b>	Reports the yearly unweighted GPA, final Grade Point Average, from the student's transcript.  <i>Numeric, variable</i>	Student Information > General > Credit Summary (District preferences determine if weighted or unweighted credits display.)
<b>Cumulative GPA (Weighted)</b>	Reports the yearly weighted GPA, final Grade Point Average, from the student's transcript.  <i>Numeric, variable</i>	Student Information > General > Credit Summary (District preferences determine if weighted or unweighted credits display.)
<b>Class Rank (Unweighted)</b>	Reports the student's unweighted class rank in the student's graduating class.  <i>Numeric, variable</i>	Student Information > General > Credit Summary (District preferences determine if weighted or unweighted credits display.)

Element	Description	Location
<b>Class Rank (Weighted)</b>	<p>Reports the student's weighted class rank in the student's graduating class.</p> <p><i>Numeric, variable</i></p>	<p>Student Information &gt; General &gt; Credit Summary (District preferences determine if weighted or unweighted credits display.)</p>
<b>Service Learning Hours</b>	<p>The record of all service learning hours earned. Hours are recorded annually as earned. Hours earned prior to Grade 7 are included in the Grade 7 column. Reports the Raw Score value from the Assessment with Service Learning Hours selected as the Subject.</p> <p><i>Numeric, variable</i></p>	<p>Assessment &gt; Test Setup Subject &gt; Raw Score</p> <p>TestScore.rawScore</p>
<b>School Year</b>	<p>Reports the School Year for course transcript entries in the same year, grade level, and school from the student's Transcript.</p> <p><i>Date field, 9 characters YYYY-YYYY</i></p>	<p>Student Information &gt; General &gt; Transcript &gt; School Year</p> <p>TranscriptCourse.endYear</p>
<b>Grade Level</b>	<p>Reports the transcript detail school year for course transcript entries in the same year, grade level, and school.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information &gt; General &gt; Transcript &gt; Grade</p> <p>Gradelevel.stateGrade</p>
<b>School Name</b>	<p>Reports the School Name on the student's transcript in the same year, grade level, and school.</p> <p><i>Alphanumeric, variable</i></p>	<p>Student Information &gt; General &gt; Transcript &gt; School Name</p> <p>TranscriptCourse.schoolName</p>
<b>Subject</b>	<p>Reports completed courses and indicates if the student passed or failed the course. Reports in-progress courses.</p> <p><i>Alphanumeric, variable</i></p>	<p>Student Information &gt; General &gt; Transcript</p> <p>TranscriptCourse.courseName</p>

Element	Description	Location
<b>Final Grade</b>	Reports the final grade for a course.  <i>Alphanumeric, variable</i>	Student Information > General > Transcript  TranscriptCouse.score
<b>Credit Earned</b>	Reports the number of credits earned for each course.  <i>Alphanumeric, variable</i>	Student Information > General > Transcript  TranscriptCredit.creditEarned

## Record Card Side 2 Layout

Element	Description	Location
<b>Last Name</b>	Reports the student's last name.  <i>Alphanumeric, variable</i>	Census > People > Identities > Current Identity > Last Name  Identity.lastname
<b>First Name</b>	Reports the student's first name.  <i>Alphanumeric, variable</i>	Census > People > Identities > Current Identity > First Name  Identity.firstname
<b>Middle Name</b>	Reports the student's middle name.  <i>Alpha, 15 characters</i>	Census > People > Identities > Current Identity > Middle Name  Identity.middlename
<b>Suffix</b>	Reports the student's generational suffix.  <i>Alpha, 4 characters</i>	Census > People > Identities > Current Identity > Suffix  Identity.suffix
<b>State Assigned Student ID (SASID)</b>	Reports the state assigned student ID number assigned to the student.  <i>Alphanumeric, 10 characters</i>	Census > People > Demographics > Student State ID  Person.studentStateID

Element	Description	Location
<b>Local Student ID Number (LASID)</b>	Reports the number assigned by the local education agency.  <i>Alphanumeric, 10 characters</i>	Census > People > Demographics > Student Number  Person.studentNumber
<b>Date of Birth</b>	Reports the student's date of birth.  <i>Date field, 10 characters MM/DD/YYYY</i>	Census > People > Identities > Current Identity > Birth Date  Identity.birthdate
<b>School Name</b>	Reports the school name tied to the selected calendar.  <i>Alphanumeric, 50 characters</i>	System Administration > Resources > School > Name  School.name
<b>School Address</b>	Reports the school address tied to the selected calendar.  <i>Alphanumeric, 50 characters</i>	System Administration > Resources > School > Address  School.address
<b>School Phone Number</b>	Reports the school phone number tied to the selected calendar.  <i>Alphanumeric, 25 characters</i>	System Administration > Resources > School > Phone  School.phone
<b>Exam</b>	Lists of the exams tracked. Listed exams are as follows: <ul style="list-style-type: none"> <li>• Algebra I</li> <li>• English</li> <li>• Biology</li> <li>• Government</li> </ul>	Not Available
<b>Highest Scale Score Earned</b>	Reports the scale score earned by the student for each assessment. If no score exists, reports a blank value.  <i>Alphanumeric, variable</i>	Student Information > General > Calculated Assessment Statuses > Scale Score > <ul style="list-style-type: none"> <li>• Primary Algebra Assessment</li> <li>• Primary ELA Assessment</li> <li>• Biology Assessment</li> <li>• Government Assessment</li> </ul> TestScore.scaleScore



Element	Description	Location																								
<b>Combined Score Required</b>	Reports blank. This value is entered manually if a student met the assessment requirement due to a combined score.	Not Available																								
<b>Assessment Status</b>	Indicates the student met High School Assessment requirements by passing an assessment, meeting a specified combined score, the Bridge Plan Validation Program, or a waiver. Reports the Short Description of the code associated with the related assessment status.  Options are as follows: <table border="1" data-bbox="427 954 900 1704"> <thead> <tr> <th data-bbox="427 954 604 1012">Code</th> <th data-bbox="604 954 900 1012">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="427 1012 604 1081">10</td> <td data-bbox="604 1012 900 1081">Passed</td> </tr> <tr> <td data-bbox="427 1081 604 1144">11</td> <td data-bbox="604 1081 900 1144">Combined Score</td> </tr> <tr> <td data-bbox="427 1144 604 1207">12</td> <td data-bbox="604 1144 900 1207">Bridge</td> </tr> <tr> <td data-bbox="427 1207 604 1270">13</td> <td data-bbox="604 1207 900 1270">Substitute Test</td> </tr> <tr> <td data-bbox="427 1270 604 1332">14</td> <td data-bbox="604 1270 900 1332">Participated</td> </tr> <tr> <td data-bbox="427 1332 604 1395">15</td> <td data-bbox="604 1332 900 1395">Course Credit</td> </tr> <tr> <td data-bbox="427 1395 604 1458">16</td> <td data-bbox="604 1395 900 1458">Senior Transfer</td> </tr> <tr> <td data-bbox="427 1458 604 1520">17</td> <td data-bbox="604 1458 900 1520">Waiver</td> </tr> <tr> <td data-bbox="427 1520 604 1583">18</td> <td data-bbox="604 1520 900 1583">Not Required</td> </tr> <tr> <td data-bbox="427 1583 604 1646">30</td> <td data-bbox="604 1583 900 1646">Not Taken</td> </tr> <tr> <td data-bbox="427 1646 604 1704">31</td> <td data-bbox="604 1646 900 1704">Failed</td> </tr> </tbody> </table> <i>Alphanumeric, variable</i>	Code	Description	10	Passed	11	Combined Score	12	Bridge	13	Substitute Test	14	Participated	15	Course Credit	16	Senior Transfer	17	Waiver	18	Not Required	30	Not Taken	31	Failed	Student Information > General > Calculated Assessment Statuses > <ul style="list-style-type: none"> <li>• Primary Algebra Assessment Status</li> <li>• Primary ELA Assessment Status</li> <li>• Biology Assessment Status</li> <li>• Government Assessment Status</li> </ul> AssessmentStatusCalcMD. bioStatus AssessmentStatusCalcMD. govStatus AssessmentStatusCalcMD. primAlgStatus AssessmentStatusCalcMD. primElaStatus
Code	Description																									
10	Passed																									
11	Combined Score																									
12	Bridge																									
13	Substitute Test																									
14	Participated																									
15	Course Credit																									
16	Senior Transfer																									
17	Waiver																									
18	Not Required																									
30	Not Taken																									
31	Failed																									

Element	Description	Location																								
<b>Met Requirements</b>	<p>Reports Y when Primary Algebra Assessment has a status of 10-18. Reports a blank value when Primary Algebra Assessment has a status of 30 or 31.</p> <table border="1" data-bbox="427 510 898 1256"> <thead> <tr> <th data-bbox="434 519 600 577">Code</th> <th data-bbox="600 519 898 577">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="434 577 600 636">10</td> <td data-bbox="600 577 898 636">Passed</td> </tr> <tr> <td data-bbox="434 636 600 694">11</td> <td data-bbox="600 636 898 694">Combined Score</td> </tr> <tr> <td data-bbox="434 694 600 752">12</td> <td data-bbox="600 694 898 752">Bridge</td> </tr> <tr> <td data-bbox="434 752 600 810">13</td> <td data-bbox="600 752 898 810">Substitute Test</td> </tr> <tr> <td data-bbox="434 810 600 869">14</td> <td data-bbox="600 810 898 869">Participated</td> </tr> <tr> <td data-bbox="434 869 600 927">15</td> <td data-bbox="600 869 898 927">Course Credit</td> </tr> <tr> <td data-bbox="434 927 600 985">16</td> <td data-bbox="600 927 898 985">Senior Transfer</td> </tr> <tr> <td data-bbox="434 985 600 1043">17</td> <td data-bbox="600 985 898 1043">Waiver</td> </tr> <tr> <td data-bbox="434 1043 600 1102">18</td> <td data-bbox="600 1043 898 1102">Not Required</td> </tr> <tr> <td data-bbox="434 1102 600 1160">30</td> <td data-bbox="600 1102 898 1160">Not Taken</td> </tr> <tr> <td data-bbox="434 1160 600 1218">31</td> <td data-bbox="600 1160 898 1218">Failed</td> </tr> </tbody> </table> <p><i>Alphanumeric, variable</i></p>	Code	Description	10	Passed	11	Combined Score	12	Bridge	13	Substitute Test	14	Participated	15	Course Credit	16	Senior Transfer	17	Waiver	18	Not Required	30	Not Taken	31	Failed	<p>Student Information &gt; General &gt; Calculated Assessment Statuses &gt;</p> <ul style="list-style-type: none"> <li>• Primary Algebra Assessment Status</li> <li>• Primary ELA Assessment Status</li> <li>• Biology Assessment Status</li> <li>• Government Assessment Status</li> </ul>
Code	Description																									
10	Passed																									
11	Combined Score																									
12	Bridge																									
13	Substitute Test																									
14	Participated																									
15	Course Credit																									
16	Senior Transfer																									
17	Waiver																									
18	Not Required																									
30	Not Taken																									
31	Failed																									

Element	Description	Location										
<b>MD High School Assessment</b>	<p>The assessment taken for each exam. This field reports blank when the exam category is No Assessment Determined.</p> <table border="1" data-bbox="427 472 900 1382"> <thead> <tr> <th data-bbox="427 472 635 533">Assessment</th> <th data-bbox="635 472 900 533">Values</th> </tr> </thead> <tbody> <tr> <td data-bbox="427 533 635 777">Algebra 1</td> <td data-bbox="635 533 900 777"> <ul style="list-style-type: none"> <li>• HSA Algebra</li> <li>• AltMSA Mathematics</li> <li>• ALG01</li> <li>• MSAA Math</li> </ul> </td> </tr> <tr> <td data-bbox="427 777 635 1014">English</td> <td data-bbox="635 777 900 1014"> <ul style="list-style-type: none"> <li>• HSA English</li> <li>• AltMSA English</li> <li>• ELA10</li> <li>• MSAA ELA</li> </ul> </td> </tr> <tr> <td data-bbox="427 1014 635 1256">Biology</td> <td data-bbox="635 1014 900 1256"> <ul style="list-style-type: none"> <li>• HS MISA</li> <li>• HSA Biology</li> <li>• AltMSA Science</li> <li>• DLM</li> </ul> </td> </tr> <tr> <td data-bbox="427 1256 635 1382">DLM</td> <td data-bbox="635 1256 900 1382"> <ul style="list-style-type: none"> <li>• HSA Government</li> </ul> </td> </tr> </tbody> </table> <p><i>Alphanumeric, variable</i></p>	Assessment	Values	Algebra 1	<ul style="list-style-type: none"> <li>• HSA Algebra</li> <li>• AltMSA Mathematics</li> <li>• ALG01</li> <li>• MSAA Math</li> </ul>	English	<ul style="list-style-type: none"> <li>• HSA English</li> <li>• AltMSA English</li> <li>• ELA10</li> <li>• MSAA ELA</li> </ul>	Biology	<ul style="list-style-type: none"> <li>• HS MISA</li> <li>• HSA Biology</li> <li>• AltMSA Science</li> <li>• DLM</li> </ul>	DLM	<ul style="list-style-type: none"> <li>• HSA Government</li> </ul>	<p>Student Information &gt; General &gt; Calculated Assessment Statuses</p> <ul style="list-style-type: none"> <li>• Primary Algebra Assessment Status</li> <li>• Primary ELA Assessment Status</li> <li>• Biology Assessment Status</li> <li>• Government Assessment Status</li> </ul>
Assessment	Values											
Algebra 1	<ul style="list-style-type: none"> <li>• HSA Algebra</li> <li>• AltMSA Mathematics</li> <li>• ALG01</li> <li>• MSAA Math</li> </ul>											
English	<ul style="list-style-type: none"> <li>• HSA English</li> <li>• AltMSA English</li> <li>• ELA10</li> <li>• MSAA ELA</li> </ul>											
Biology	<ul style="list-style-type: none"> <li>• HS MISA</li> <li>• HSA Biology</li> <li>• AltMSA Science</li> <li>• DLM</li> </ul>											
DLM	<ul style="list-style-type: none"> <li>• HSA Government</li> </ul>											

Element	Description	Location
<b>Date Overall HSA Requirements Met</b>	<p>When a student meets requirements for all four assessments, reports the date of the most recent associated assessment.</p> <p>Otherwise, this field reports a blank value.</p> <p>Only reports when all SRC3 assessments report Y for Met Requirements.</p> <p><i>Date field, 10 characters MM/DD/YYYY</i></p>	<p>Student Information &gt; General &gt; Calculated Assessment Statuses</p> <p>TestScore.date</p>
<b>Diploma</b>	<p>Indicates the student received a diploma.</p> <p><i>Alphanumeric, 1 character</i></p>	<p>Student Information &gt; General &gt; Graduation &gt; Diploma Type = 01 or 03</p> <p>Graduation.diplomaType</p>
<b>Certificate</b>	<p>Indicates the student received a certificate of program completion.</p> <p><i>Alphanumeric, 1 character</i></p>	<p>Student Information &gt; General &gt; Graduation &gt; Diploma Type = 02</p> <p>Graduation.diplomaType</p>
<b>Date of Completion</b>	<p>Indicates the date the student received a diploma or certificate of program completion.</p> <p><i>Date field, 10 characters MM/DD/YYYY</i></p>	<p>Student Information &gt; General &gt; Graduation &gt; Diploma Date</p> <p>Graduation.diplomaType</p>
<b>Signature of Principals or Designee</b>	<p>Signature line for principals or designees.</p>	<p>Not Available</p>
<b>Date of Signature</b>	<p>Line indicating the date document is signed.</p>	<p>Not Available</p>