

# Student Record Card 3 (Maryland)

Last Modified on 12/14/2025 8:45 pm CST

Tool Search: Student Record Cards

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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 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 ▴  
03  
04  
05  
06 ▾

☐ 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

Queued Time	Report Title	Status	Download
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#### 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

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																																																																	
Credits	07	08	09	10	11	12	Total																																																												
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																																																												
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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

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

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**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
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*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>	Reports the student's weighted 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.)
<b>Service Learning Hours</b>	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.  <i>Numeric, variable</i>	Assessment > Test Setup Subject > Raw Score  TestScore.rawScore
<b>School Year</b>	Reports the School Year for course transcript entries in the same year, grade level, and school from the student's Transcript.  <i>Date field, 9 characters YYYY-YYYY</i>	Student Information > General > Transcript > School Year  TranscriptCourse.endYear
<b>Grade Level</b>	Reports the transcript detail school year for course transcript entries in the same year, grade level, and school.  <i>Numeric, 2 digits</i>	Student Information > General > Transcript > Grade  Gradelevel.stateGrade
<b>School Name</b>	Reports the School Name on the student's transcript in the same year, grade level, and school.  <i>Alphanumeric, variable</i>	Student Information > General > Transcript > School Name  TranscriptCourse.schoolName
<b>Subject</b>	Reports completed courses and indicates if the student passed or failed the course. Reports in-progress courses.  <i>Alphanumeric, variable</i>	Student Information > General > Transcript  TranscriptCourse.courseName

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																								
Combined Score Required	Reports blank. This value is entered manually if a student met the assessment requirement due to a combined score.	Not Available																								
Assessment Status	<p>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.</p> <p>Options are as follows:</p> <table><tr><th>Code</th><th>Description</th></tr><tr><td>10</td><td>Passed</td></tr><tr><td>11</td><td>Combined Score</td></tr><tr><td>12</td><td>Bridge</td></tr><tr><td>13</td><td>Substitute Test</td></tr><tr><td>14</td><td>Participated</td></tr><tr><td>15</td><td>Course Credit</td></tr><tr><td>16</td><td>Senior Transfer</td></tr><tr><td>17</td><td>Waiver</td></tr><tr><td>18</td><td>Not Required</td></tr><tr><td>30</td><td>Not Taken</td></tr><tr><td>31</td><td>Failed</td></tr></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> <p>AssessmentStatusCalcMD. bioStatus AssessmentStatusCalcMD. govStatus AssessmentStatusCalcMD. primAlgStatus AssessmentStatusCalcMD. primElaStatus</p>
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Element	Description	Location																								
<b>Met Requirements</b>	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.	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>																								
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Element	Description	Location										
MD High School Assessment	The assessment taken for each exam. This field reports blank when the exam category is No Assessment Determined.	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>										
	<table><tr><th>Assessment</th><th>Values</th></tr><tr><td>Algebra 1</td><td><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>English</td><td><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>Biology</td><td><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>DLM</td><td><ul style="list-style-type: none"><li>HSA Government</li></ul></td></tr></table>		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>
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	Alphanumeric, variable											

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>	Not Available
<b>Date of Signature</b>	<p>Line indicating the date document is signed.</p>	Not Available