

# Enrollments (Massachusetts)

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Tool Search: Enrollments

The Enrollments tool displays all current and historical occurrences of a student's enrollment in a district.

By default, enrollment records are listed first by grade level, then by enrollment start date. To reorder the list of enrollments, click the blue hyper-linked headers in the Enrollments Editor list. The list of enrollments can be sorted by Grade, Calendar, Start Date or End Date.

For additional information about creating and/or modifying enrollment records, see the main Enrollments article.

The screenshot shows the 'Enrollments Editor' interface. At the top, there is a header with 'Enrollments ☆' and navigation links for 'Student Information > General > Enrollments'. Below this, there are fields for 'Counselor', 'Student #', 'Grade: 11', and 'DOB'. A 'Related Tools' dropdown is also present. The main area contains an 'Enrollment Editor' table and a 'General Enrollment Information' section.

| Grade | Type | Calendar                   | Start Date | End Date   |
|-------|------|----------------------------|------------|------------|
| 11    | P    | 23-24 BROCKTON HIGH SCHOOL | 10/10/2023 |            |
| 11    | P    | 23-24 BROCKTON HIGH SCHOOL | 09/06/2023 | 10/03/2023 |
| 10    | P    | 22-23 BROCKTON HIGH SCHOOL | 09/02/2022 | 06/16/2023 |
| 09    | P    | 21-22 BROCKTON HIGH SCHOOL | 09/02/2021 | 06/30/2022 |

The 'General Enrollment Information' section includes the following fields:

- Enrollment ID:** [Blank]
- Calendar:** 23-24 BROCKTON HIGH SCHOOL
- Schedule (read only):** Main
- \*Grade:** 11
- Class Rank Exclude:**
- External LMS Exclude:**
- \*Start Date:** 10/10/2023
- No Show:**
- End Date:** [Blank]
- End Action:** [Blank]
- \*Service Type:** P: Primary
- Local Start Status/Reason for Enro:** 01: Resident/Member
- Local Enrollment Status:** Select a Value
- State Start Status/Reason for Enrol:** 01: Resident/Member
- State Enrollment Status:** [Blank]
- Start Comments:** [Text Area]
- End Comments:** [Text Area]
- CRDC School of Accountability:** Select a Value

*Rolled From Enrollment ID: N/A*

Enrollments Editor

## General Enrollment Information

For information about each field in the General Enrollment Information editor, see the [General Enrollment Information](#) section of the Enrollments article.

If the **No Show** checkbox is checked, then the Start Date and End Date fields must both be populated with the first instructional day of the calendar.

### General Enrollment Information

|   |  |  |   |   |
|---|--|--|---|---|
| <b>Calendar</b><br>17-18 NORTH MIDDLE SCHOOL                                      | <b>Schedule (read only)</b><br>Main ▾      | <b>*Grade</b><br>06 ▾  | <b>Class Rank Exclude</b><br><input type="checkbox"/> | <b>External LMS Exclude</b><br><input type="checkbox"/> |
| <b>*Start Date</b><br>09/06/2017 <input type="text"/>                             | <b>No Show</b><br><input type="checkbox"/> | <b>End Date</b><br><input type="text"/>                          | <b>End Action</b><br><input type="text"/>             | <b>*Service Type</b><br>P: Primary ▾                    |
| <b>Local Start Status/Reason for Enro</b><br>01: Resident/Member x ▾              |  | <b>Local Enrollment Status</b><br>Select a Value ▾               |   |   |
| <b>State Start Status/Reason for Enrol</b><br>01: Resident/Member                 |  | <b>State Enrollment Status</b><br><input type="text"/>           |   |   |
| <b>Start Comments</b><br><input style="width: 100%;" type="text"/>                |  | <b>End Comments</b><br><input style="width: 100%;" type="text"/> |   |   |
| <b>CRDC School of Accountability</b><br><input style="width: 100%;" type="text"/> |  |  |   |   |

*Enrollments Editor*

## State Reporting Fields

The State Reporting Fields editor contains data elements used in state reporting extracts and federal reporting.

General

State Reporting Fields

General

State Exclude

Reporting Reason

Percent Enrolled

City / Town of Residence

Attending School ID Number

Attending School Type

Non-Instructional Title I

Title I Participation

Truancy Days

Virtual Truancy Days

Alternative Education School Choice

Immigration Status

Section 504

Gifted/Talented

Grade 8 Civics Project

Grade 9-12 Civics Project

Charter School Sibling Preference

Enrollment Offer Date

Supplemental Low Income Indicator

State Reporting Fields Editor

Career Vocational Technical Education (CVTE)

**General**

**Career Vocational Technical Education (CVTE)**

Competency Attainment

Program Type

Chap 74 Approved Program Code

HQCP Program Type

Industry Recognized Cred 1

Industry Recognized Cred 3

Single Parent

Non Chap 74 Program Code

HQCP Program Participation

Industry Recognized Cred 2

*Career Vocational Technical Education (CVTE)*

The following fields appear in Massachusetts State Reporting Fields editor. The "Reports Used In" column indicates which state reports draw from each field. Each report name is a link that leads to that report's page, which includes tables of options for each applicable dropdown field.

| Field                         | Description  | Database Location                | Impacted State Reports  |
|-------------------------------|--|----------------------------------|---|
| <b>General Fields</b>         |  |                                  |   |
| <b>State Exclude</b>          | Excludes the enrollment record from reporting on all state reporting extracts that honor state exclude functionality.  | Enrollment.<br>stateExclude      | Students marked as State Exclude are not included in any state reports.               |
| <b>Reporting Reason</b>       | Indicates why the student is being included in the report - such as financial responsibility, enrollment or receiving services. Options are: <ul style="list-style-type: none"> <li>01: Resident and enrolled or receiving services</li> <li>02: Sending to private, collaborative or out of state</li> <li>03: Not resident/enrolled or receiving services</li> </ul> | Enrollment.stateAid              | <a href="#">SIMS Extract</a>  |
| <b>Percent Enrolled</b>       | The student's FTE for this enrollment.   | Enrollment.<br>percentEnrolled   | N/A   |
| <b>City/Town of Residence</b> | A code indicating the city in which the student lives.   | EnrollmentMA.<br>cityOfResidence | <a href="#">SIMS Extract</a><br><br><a href="#">School Attending Children Extract</a> |

| Field   | Description  | Database Location                   | Impacted State Reports  |
|---|--|-------------------------------------|---|
| <b>Attending School ID Number</b>                   | Each school in Massachusetts has a four-digit code assigned by the DOE. In combination with the four-digit district code, each school in Massachusetts has a unique, eight-digit code number. Each student's record must contain the eight-digit code of the school in which the student is enrolled at the time of reporting or the code for the student's last known school of enrollment if the reporting district is no longer sending or receiving the student. | Enrollment.attendingSchool          | <a href="#">SIMS Extract</a>  |
| <b>Attending School Type</b>                        | The type of school the student is attending.   | Enrollment.attendingSchoolType      | <a href="#">SIMS Extract</a><br><a href="#">School Attending Children Extract</a> |
| <b>Title I Participation</b>                        | Indicates the type of Title I services the student is receiving.   | Enrollment.title1                   | <a href="#">SIMS Extract</a>  |
| <b>Tuancy Days</b>                                  | The number of school days the student was reported truant.   | Enrollment.studentTruancy           | <a href="#">SIMS Extract</a>  |
| <b>Alternative Education School Choice</b>          | The code indicating the alternative education program in which the student is enrolled.  | EnrollmentMA.alternativeEducation   | <a href="#">SIMS Extract</a>  |
| <b>Immigration Status</b>                           | Indicates whether a student is considered to be an immigrant student under the federal definition.   | Enrollment.immigrant                | <a href="#">SIMS Extract</a>  |
| <b>Section 504</b>                                  | Indicates if the student had a 504 Plan at any point during the year.  | Enrollment.section504               | <a href="#">SIMS Extract</a>  |
| <b>Gifted/Talented</b>                              | Indicates if the student has been identified as Gifted/Talented  | Enrollment.giftedTalentedIdentified | N/A   |
| <b>Grade 8 Civics Project Complete</b>              | Indicates the student completed their Grade 8 Civics project.  | EnrollmentMA.civicsProjGrade8       | N/A   |
| <b>Grade 9-12 Civics Project Complete</b>           | Indicates the student completed their Grade 9-12 Civics project.   | EnrollmentMA.civicsProjGrade912     | N/A   |
| <b>Supplemental Low Income Indicator</b>            | An indication of whether a district is submitting the student to be considered for the supplemental low-income process.  | EnrollmentMA.lowIndicator           | N/A   |
| <b>Career Vocational Technical Education (CVTE)</b> |  |                                     |   |
| <b>Competency Attainment</b>                        | A credential issued to a student enrolled in a specific career/vocational technical education program.   | EnrollmentMA.cvteCompetency         | <a href="#">SIMS Extract</a>  |
| <b>Program Type</b>                                 | Indicates the career/vocational technical education program type in which the student is enrolled.   | EnrollmentMA.programType            | <a href="#">SIMS Extract</a>  |
| <b>Single Parent</b>                                | An indication of the status (single parent) of a student enrolled in a career/vocational technical education program (Chapter 74-approved vocational technical or non-Chapter 74 career and technical) that meets the definition for single parent.  | Enrollment.singleParent             | N/A   |

| Field                                | Description  | Database Location                   | Impacted State Reports       |
|--------------------------------------|--|-------------------------------------|------------------------------|
| <b>Chap 74 Approved Program Code</b> | The CIP (Classification of Instructional Program) code of the student's Chapter 74 career/vocational technical education program.              | EnrollmentMA.cipCode                | <a href="#">SIMS Extract</a> |
| <b>Non Chap 74 Program Code</b>      | The CIP (Classification of Instructional Program) code of the student's non-Chapter 74 approved career/vocational technical education program. | EnrollmentMA.cvteNonCh74            | <a href="#">SIMS Extract</a> |
| <b>HQCP Program Type</b>             | Identifies the type of High Quality Career Pathway in which a student is enrolled.   | Enrollment.hqcpProgramType          | <a href="#">SIMS Extract</a> |
| <b>HQCP Program Participation</b>    | Identifies the specific High Quality Career Pathway program in which a student is enrolled.  | Enrollment.hqcpProgramParticipation | <a href="#">SIMS Extract</a> |
| <b>Industry Recognized Cred 1</b>    | Identifies a specific Industry Recognized Credential (IRC) that the student has earned.  | Enrollment.credential1              | <a href="#">SIMS Extract</a> |
| <b>Industry Recognized Cred 2</b>    | Identifies a specific Industry Recognized Credential (IRC) that the student has earned.  | Enrollment.credential2              | <a href="#">SIMS Extract</a> |
| <b>Industry Recognized Cred 3</b>    | Identifies a specific Industry Recognized Credential (IRC) that the student has earned.  | Enrollment.credential3              | <a href="#">SIMS Extract</a> |

## Special Education Fields

The Special Ed Fields editor contains all special education items that need to be indicated on a student's enrollment record for state and local reporting purposes.

*Special Ed Fields Editor*

The following fields appear in the Massachusetts Special Ed Fields editor. The "Reports Used In" column indicates which state reports draw from each field. Each report name is a link that leads to the that report's page, which includes tables of options for each applicable dropdown field.

If a student has a locked Special Ed IEP, the value in these fields will be populated with their corresponding values entered on the student's most recent, locked IEP.

The Sped Eval Date field is populated from the value entered on the student's most recent, locked Special Ed Evaluation.

If the student does not have a locked IEP or Special Ed Evaluation, the value entered in these fields remains as is.

The student's primary disability. The student's secondary disability. The student's tertiary disability. The amount and type of service that a student receives inside and outside of the general education environment as determined by the school district upon review of the student's IEP.

| Field                    | Description   | Database Location                   | Impacted State Report(s)     |
|--------------------------|---|-------------------------------------|------------------------------|
| Special Ed Setting       | Indicates the education environment of the reporting student.   | Enrollment.<br>specialEdStatus      | <a href="#">SIMS Extract</a> |
| Primary Disability       | The student's primary disability.   | Enrollment.disability1              | <a href="#">SIMS Extract</a> |
| Secondary Disability     | The student's secondary disability.   | Enrollment.disability2              | N/A                          |
| Tertiary Disability      | The student's third disability.   | Enrollments.disability3             | N/A                          |
| Special Ed Level of Need | Indicates the student's level of Special Education need.  | EnrollmentMA.<br>spedLevelOfNeed    | <a href="#">SIMS Extract</a> |
| Eval Results             | An indication of the result of a Special Education Eval (initial or re-evaluation) that has been done since the end of the last school year (July 1st). | Enrollment.<br>specialEdEvalResults | <a href="#">SIMS Extract</a> |
| Sped Eval Date           | The date the evaluation was administered.   | Evaluation.date                     | N/A                          |