

# Student ID and State Locator Report (Iowa)

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The screenshot shows the 'State Extracts' tool interface. The top navigation bar includes 'Reporting > IA State Reporting > State Extracts'. The main area is titled 'Student Reporting In Iowa (SRI) State Extracts'. A descriptive text box explains the tool's purpose: 'This tool will extract data to complete the IA State-defined reporting extracts. Choose the State Format to get the file in the state defined file format, otherwise choose one of the several testing/debugging formats. Each extract contains a 1 line header and footer record. The State Fall and Spring collections interface a Student demographic record with course and exclusion records, but the testing/debugging formats have each type separated out.' The 'Extract Options' section contains fields for 'Extract Type' (set to 'Student ID and State Locator'), 'Effective Date' (set to '08/21/2025'), and 'Ad Hoc Filter' (checkboxes for 'Students w/o stateIDs' and 'Inactive Student'). The 'Format' dropdown is set to 'State Format(Tab delimited, interlaced records)'. The 'Select Calendars' section allows selecting 'active year', 'list by school', or 'list by year', with 'list by school' selected and a dropdown menu showing a list of schools: 25-26 Adams Middle, 25-26 Franklin Middle School, 25-26 Harrison Elementary, 25-26 Jackson Elementary, 25-26 Kennedy Christian School, 25-26 Kennedy Senior High School, and 25-26 Thomas Jefferson Element. A note at the bottom of the calendar section says 'CTRL-click or SHIFT-click to select multiple'.

## Generating the Extract

1. Select the **Extract Type** to be generated, in this case, *Student ID and State Locator Report*.
2. Enter an **Effective Date** in *mmddyyyy* format or click the calendar icon and select a date to pull data as of the date entered.
3. If desired, mark the checkboxes to include **Students without State IDs** and/or **Inactive Students**.
4. Select an **Ad hoc Filter** to limit the students in the report to those included in the filter.
5. Select the **Format** in which the report should be generated. CSV, XML, and HTML formats can be used for data review and verification, and the State Format should be used when submitting data to the state.
6. Indicate which **Calendar(s)** should be included in the report.
7. Click **Generate Extract** to generate the report in the designated format.

## Header Layout

Element	Description	Logic
<b>RecordID</b>	Transmission header.  <i>Alphanumeric, 2 characters</i>	Reports as TH.

Element	Description	Logic
<b>Extract Date</b>	Date the file was created.  <i>Date, 10 characters (MM/DD/YYYY)</i>	The format is MM/DD/YYYY.
<b>Extract Time</b>	Time the file was created.  <i>Time, 8 characters (HH:MM:SS)</i>	The format is HH:MM:SS.
<b>TransmissionID</b>	Number assigned by the sending student information system to identify a transmission.  <i>Alphanumeric, 10 characters</i>	This number should be unique within a single installation.
<b>FileVersion</b>	State ID and Project Easier header record indicating the file format version.  <i>Alphanumeric, 10 characters</i>	Valid options include: <ul style="list-style-type: none"> <li>• 3.0: State ID File</li> <li>• 2009: Project Easier File</li> </ul>
<b>Delimiter</b>	State ID and Project Easier header record indicating the delimiter used.	Reports as "delimiter=0x09."
<b>Source Code</b>	Source system that extracted the submission data.  <i>Alphanumeric, 25 characters</i>	Source=StudentInfo

## Report Layout

Element Name	Description	Location
<b>RecordID</b>	Field always reports ID.  <i>Alphanumeric, 2 characters</i>	Not dynamically stored.
<b>SchoolNumber</b>	Four-digit code assigned to each school building by the Iowa Department of Education.  <i>Alphanumeric, 4 characters</i>	School Information > State School Number  School.number

<b>Resident District</b>	State-assigned code of the district where the parents, custodial parent, or guardian resides.  <i>Alphanumeric, 4 characters</i>	Enrollments > State Reporting Fields > Resident District  Enrollment.residentDistrict
<b>Legal Last Name</b>	Student's legal last name. If Legal Last Name is null, reports the Last Name.  <i>Alphanumeric, 60 characters</i>	Demographics > Person Information > Legal Last Name  Identity.lastName
<b>Legal First Name</b>	Student's legal first name. If Legal First Name is null, reports the First Name.  <i>Alphanumeric, 60 characters</i>	Demographics > Person Information > Legal First Name  Identity.firstName
<b>Legal Middle Name</b>	Student's legal middle name. If Legal Middle Name is null, reports the Middle Name.  <i>Alphanumeric, 60 characters</i>	Demographics > Person Information > Legal Middle Name  Identity.middleName
<b>Legal Suffix</b>	Suffix such as Jr., I, II, of the student. If Legal Suffix is null, reports the Suffix.  <i>Alphanumeric, 10 characters</i>	Demographics > Person Information > Legal Suffix  Identity.suffix
<b>Gender</b>	Student's gender.  <i>Alphanumeric, 1 character</i>	Demographics > Person Information > Gender  Identity.gender
<b>Birth Date</b>	Student's birth date.  <i>Date field: MM/DD/YYYY</i>	Demographics > Person Information > Birth Date  Identity.birthDate
<b>Grade Level</b>	Student's grade level.  <i>Alphanumeric, 2 characters</i>	Enrollments > General Enrollment Information > Grade  Enrollment.grade
<b>Local Student ID</b>	Student's local student identification number assigned by the district.  <i>Alphanumeric, 20 characters</i>	Demographics > Person Identifiers > Student Number  Enrollment.localStudentNumber

<b>Social Security Number</b>	Student's social security number. <i>Numeric, 9 digits</i>	Demographics > Person Information > Soc Sec Number  Identity.ssn
<b>Race/Ethnicity State ID</b>	Student's race/ethnicity. <i>Alphanumeric, 1 character</i>	Demographics > Person Information > Race Ethnicity Wizard  Identity.raceEthnicity
<b>State Student ID</b>	State-assigned student identification number.  <i>Numeric, 10 digits</i>	Demographics > Person Identifiers > State ID  Person.stateID
<b>Attending District</b>	State-assigned ID of the district where the student is counted for attendance purposes.  <i>Alphanumeric, 4 characters</i>	District Information > State District Number  Enrollment.servingDistrict
<b>Current School Year</b>	Fiscal year.  <i>Numeric, 4 digits</i>	Calendar > School Years > End Year  Calendar.name
<b>Fields 17-54</b>	<i>Fields 17-54 are blank</i>	<i>N/A</i>
<b>Submission Purpose</b>	Reserved for future use. For now, all submission purpose codes should be 001.  <i>Numeric, 3 digits</i>	<i>N/A</i>
<b>Person Type</b>	Code indicating the person is an early childhood participant, a student, staff, or workforce member. <ul style="list-style-type: none"> <li>• 01 – Early Childhood</li> <li>• 02 – Student</li> <li>• 03 – Staff</li> <li>• 04 – Workforce</li> </ul> <i>Numeric, 2 digits</i>	

**Active/Inactive Indicator**

Status related to a person's enrollment in the academic institution.

- 0 – Inactive
- 1 – Active

*Numeric, 1 digit*

**Fields 58-78**

*Fields 58-78 are blank*

*N/A*

## Trailer Layout

Element	Description	Type, Format, and Length	Logic
<b>RecordID</b>	Record ID.	Alphanumeric, 2 characters	Reports as TT.
<b>TransmissionID</b>	Number assigned by the sending student information system to identify a transmission.	Alphanumeric, 10 characters	Must match the transmission ID in the Transmission Header.
<b>Number of Records</b>	Total number of records in the transmission, including the Header and Trailer records.	Alphanumeric, 10 characters	Record total.