

CALPADS SSID Import

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SB1453 requires local education agencies and charter schools to assign and maintain Student State Identifiers (SSIDs). This identifier is required on all individual student data submissions.

The following Import Types can be selected (one at a time) for import:

- **SSID Import - SSID Download File**. This option imports existing student identifiers to Campus.
- **SSID Import - Request File**. This option allows districts to request student identifiers from CALPADS for those students who do not have one.
- **ELA Import**. This option imports student program information related to LEP and ELA.

The identifier assignment and maintenance processes are the responsibility of CALPADS. Information regarding SSID assignment should be directed there. See the following sites for more information:

- CALPADS Organization - <https://documentation.calpads.org>
- California Department of Education - <https://www.cde.ca.gov/ds/sp/cl/>

CALPADS SSID Import ☆

Reporting > CA State Reporting > CALPADS SSID Import

CA SSID Forced StateID Import

This tool will import the SSID and update the ELAS information from the CALPADS SSID Download file into the Infinite Campus database. The download file and the student record must match exactly for Local Student Number, First Name, Middle Name, Last Name, Birthdate, and Gender in order to import the SSID. A report will be generated after the download showing total records in the import file, total SSID downloaded, and a list of records with errors or records that do not match ELAS Status and ELAS Start Date.

Run the Test first to verify the data. The Upload Function will overwrite ELAS Status and ELAS Start Date information on Infinite Campus. Verify records for discrepancy before clicking the Upload function.

Import Type: SSID Import - SSID Download file

Work to Perform: Test

Does file include header?

Import Date Entered US School

File: No file selected.

CALPADS SSID Import

Read - Generate all available report types.

Write - N/A

Add - N/A

Delete - N/A

For more information about Tool Rights and how they function, see the [Tool Rights](#) article.

Import Requirements

When the SSID Download file is selected for importing, each record is compared to existing student data to determine when there is an acceptable match between the student data in the SSID download record and the existing student data in the database.

When the SSID Request file is selected, each record is compared to existing student data to determine when there is an acceptable match between the student data in the SSID Request record and the existing student data in the database. When there are any mismatches in the SSID Student Data that result in a fatal error, the SSID is not imported and the fatal error reports. When there are mismatches that result in a warning, the SSID is imported and the warning reports.

When the ELA Import file is selected for upload to Campus, each record is compared to existing student LEP data to determine if the file's ELAS Status, ELAS Start Date, and Primary Language match the records in Campus. When there are mismatches in the ELAS data match, the data from the file will overwrite what exists in the LEP record for the student. Local Student Number is matched first. Followed by Last Name and First Name.

Basic Workflow for SSID Requests

1. User submits a Student Enrollment (SENR) file in .txt or .csv format to CALPADS with **blank SSIDs** through the SSID search tool.
2. A match is performed against specific demographic criteria in the SENR against those same demographic criteria in the ODS.
3. Once the match is performed, a downloadable file (.csv format) is returned with the following:
 - User-submitted criteria used for matching.
 - When no matches were found, submitted criteria is returned with a Result Category of No Match.
 - When full or partial matches were found:
 - Submitted criteria is returned with associated Single or Multiple matches along with the match score.
 - Additional demographic criteria to import into the SIS - English Language Acquisition Status Code and Start Date, parent/guardian information, most recent enrollment information.
4. Users then use the selection field to determine which of these SSIDs to import into the SIS before sending up SENR through the file submission process.

Matching Criteria

Scoring is based on the matching of these submitted student record fields:

- Legal and alias names
- Gender
- Date of birth
- Birth Country
- Birth State

Matching is done using both the legal and alias names, in addition to the other demographic

elements, with the legal names taking higher precedence. This name sequencing is:

1. Perfect match to legal names or alias names
2. Alias names to legal or alias names

Perfect matches maximize the match score; variations reduce the match score.

The farther away the potential match student's date of birth is from the submitted student's date of birth, the lower the score.

Overwrite Logic

When a file is uploaded, the following fields are overwritten:

Field	Overwriting Logic
ELA Status Code	The ELA Status Code on the file overwrites the Program Status Code on the student's LEP record. <ul style="list-style-type: none"> • IFEP in the file overwrites the LEP Program Status Code to Not LEP. • EL in the file overwrites the LEP Program Status Code to LEP. • RFEPE in the file overwrites the LEP Program Status Code to Exited LEP. • TVD in the file overwrites the LEP Program Status Code to Pending, and an ELA Start Date is inserted into the TBD Date on the student's EL record. • The EL Program Status is updated to EO.
ELA Start Date	Overwrites the Identified Date field in LEP.
ELAS Status and/or ELAS Start Date	When there is no existing LEP data for the student, but the ELAS Status and ELAS Start Date fields exist in the file, that information is added to the LEP record.
ELAS Status of EO	The ELAS Start Date is imported to the EL Identified Date field.
Primary Language	The Primary Language in the file overwrites the assigned language on the Home Primary Language field.

Warning Messages

Warning messages (noted in bold) generate when:

- There is something on the student's LEP record but no data for the same student in the file.
- **ELA Status does not match** - ELA Status on the file does not match LEP Program.
- **ELA Start Date does not match** - ELA Start Date on the file does not match LEP Identified Date.
- **Home Language does not match** - Home Primary Language on the file does not match the

assigned Home Primary Language.

Report Editor

Field	Description
Import Type	Selection determines which data is imported: <ul style="list-style-type: none"> SSID Import - SSID Download File SSID Import - Request File ELA Import
Work to Perform	Choose to either Test the import to verify data before uploading, or Update Campus with the values included in the file.
Does the file include header?	When the selected file includes a header row, mark the checkbox.
Import Date Entered US School	For SSID Request File and SSID Download File: When marked: <ul style="list-style-type: none"> If the student's current Date Entered US School is blank or the same as the existing value for Date Entered US School, the value from the file is imported. If the student's current Date Entered US School is not blank, the value from the selected file is imported, and the current Date Entered US School value is overridden with the value from the file. <ul style="list-style-type: none"> A results page displays after the import/test, listing which students had the Date Entered US School updated. The Error Detail lists the updated Date Entered US School, along with the original date and the new date from the file.
Multiple Match Percentage	Entered value is used to determine what students with multiple entries are ignored. The default value is 80. <ul style="list-style-type: none"> When a value of 85 is entered, all values below 85 are ignored. When a student during matching has two records in the file, take the highest value from Match Percentage Score field is used to determine which SSID to import. <p>This field displays when the Import Type is set to SSID Import - Request File.</p>
File Browse and Upload	Browse for the file to import, following the instructions on your computer screen. Once selected, click Upload.

Test the Import

The Test function is required before updating SSIDs and ELAs. It compares the uploaded file against existing Campus information and prints a list of the mismatches.

- The student's ELA Status Code is compared to the Program Status on the EL tool.
- When the data for these fields do not match, a warning message generates that includes the matching data elements and these two status codes.

The warning message displays any errors in the data match and the data that is overwritten by the upload.

SSID Import and ELA Status, ELA Start Date, and Home Primary Language Import are not dependent on each other.

When the student already has the appropriate SSID Import and the ELA Information needs to be updated, the upload imports or replaces data for the ELA Start Date, ELA Status and Home Primary Language.

1. Select the **Import Type** from the dropdown list.
2. Select the **Test** option from the **Work to Perform** dropdown list.
3. Click the **Browse** button to locate the file containing student IDs. **Note that the file needs to be in *.txt format.**
4. Follow the instructions on the screen for selection of the file.
5. Click the **Upload** button to run the upload process on the selected file.

A Results file displays indicating any issues found with the file. Make the necessary edits prior to uploading the data.

Results

File Name: SIS79646.txt

Record Count: 5

Import Count: 0

Error Count: 0

Error Detail:

Line	Error Message
1	StateID being imported already exists for localStudentID (91116303). <i>Data File:</i> 3361724 3331071 12345 9111 Kevin M 19971208 20140901 13 IFEP 20131010 99 20140101
1	WARNING: Campus LEP Date ('2013-10-05') DOES NOT match LEP Date on ISSID Import File for localStudentID (91116303). <i>Data File:</i> 3361724 3331071 12345 9111 Kevin M 19971208 20140901 13 IFEP 20131010 99 20140101
2	StateID being imported already exists for localStudentID (91116316). <i>Data File:</i> 3361724 3331071 12345 9111 Tab F 19980125 20140901 13 RFEP 20131010 99 20140101
3	StateID being imported already exists for localStudentID (91116374). <i>Data File:</i> 3361724 3331071 12345 9111 Antwon D M 19971023 20140901 13 EL 20131015 99 20140101
4	StateID being imported already exists for localStudentID (91116500). <i>Data File:</i>

SSID Test Import Results

Use the Import

After running the test and verifying the import is accurate, use the full import process.

1. Select the **Import Type** from the dropdown list.
2. Select the **Update** option from the **Work to Perform** dropdown list.
3. Click the **Browse** button to locate the file containing student IDs. **Note that the file needs to be in *.txt format.**
4. Follow the instructions on the screen for selection of the file.
5. Click the **Upload** button to run the upload process on the selected file.

An upload report generates after matching.

Results

File Name: CA_SSIDIMPORT_Test2.txt

Record Count: 1

Import Count: 0

Error Count: 1

Error Detail:

Line	Error Message
1	StateID (4455667788) being imported cannot overwrite current stateID (123456789). Data File: 3375176 0113100 123456789 1234567 Student Anna May F 19971002 20140813 KN 20140728

SSID Import Results

Non-Binary Gender Reporting

Schools can assign students a gender of M: Male, F: Female, X: Non-binary. This is done on the [Identities](#) tool and/or the [Demographics](#) tool.

CALPADS Extracts use the Legal Gender field included in the Protected Identity Information to report student and staff identity information.

To record a gender of X: Non-binary, on the Identities tool:

1. Assign the **Gender of X: Non-Binary** in the standard identify fields.
2. Assign the **Protected Identity Information Legal Gender** of M: Male, F: Female, or X: Non-binary.
3. Save the record when finished.

Identity Information

PersonID	25745																						
*Last Name	*First Name	Middle Name	Suffix																				
Student	Luke	Bennet	<input type="button" value="▼"/>																				
*Gender	Pronouns																						
X: Non-binary	T: They/Them																						
*Birth Date (Age: 13)	Soc Sec Number (Show)	No Image Available																					
08/21/2010	XXX-XX-XXXX																						
<input type="checkbox"/> Protected Identity Information <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Legal Last Name</td> <td style="width: 25%;">Legal First Name</td> <td style="width: 25%;">Legal Middle Name</td> <td style="width: 25%;">Legal Suffix</td> </tr> <tr> <td>Student</td> <td>Luke</td> <td><input type="text"/></td> <td><input type="button" value="▼"/></td> </tr> <tr> <td>Legal Gender</td> <td colspan="3"></td> </tr> <tr> <td>X: Non-binary</td> <td colspan="3"></td> </tr> <tr> <td colspan="4">Race/Ethnicity (Edit)</td> </tr> </table>				Legal Last Name	Legal First Name	Legal Middle Name	Legal Suffix	Student	Luke	<input type="text"/>	<input type="button" value="▼"/>	Legal Gender				X: Non-binary				Race/Ethnicity (Edit)			
Legal Last Name	Legal First Name	Legal Middle Name	Legal Suffix																				
Student	Luke	<input type="text"/>	<input type="button" value="▼"/>																				
Legal Gender																							
X: Non-binary																							
Race/Ethnicity (Edit)																							

Gender and Legal Gender Assignment

File Layouts

The File Layouts lists the fields that are imported and the logic that describes the comparisons and expected output when there is not an acceptable match.

- When there are any mismatches that result in a fatal error, the SSID does not import and the fatal error is reported.
- When there are mismatches in a warning, the SSID is imported and the warning is reported.

SSID Import - Download File Layout

▶ [Click here to expand...](#)

Data Element	Description and Logic	Location
Reporting LEA	State District Number. <i>Numeric, 7 digits</i>	Not used for import validation.
School of Attendance	School number for the reporting school. <i>Numeric, 7 digits</i>	Not used for import validation.

Data Element	Description and Logic	Location
SSID	<p>Student's State ID.</p> <p>This number is imported when the field is currently empty and an acceptable match is made on the First Name, Middle Name, Last Name, Birth Date and Gender fields.</p> <p><i>Numeric, 10 digits</i></p>	<p>Demographics > Person Identifiers > State ID</p> <p>Person.stateID</p>
Local Student ID	<p>Student's Local ID.</p> <p>This is the first field that is used to find a match. When there is no match, an indication of no student number displays.</p> <p><i>Numeric, 15 digits</i></p>	<p>Demographics > Person Identifiers > Student Number</p> <p>Person.studentNumber</p>
Student Legal Last Name	<p>Student's legal last name.</p> <p>This is used to create a match for import. A mis-match between this element and the Last Name in the database is a fatal error.</p> <p>When the Legal Last Name field is populated on the earlier identity, information reports from that field.</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Demographics > Person Information > Last Name</p> <p>Identity.lastName</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal Last Name</p> <p>Identity.legalLastName</p>
Student Legal First Name	<p>Student's legal first name.</p> <p>When the Legal First Name field is populated on the earlier identity, information reports from that field.</p> <p>This is used to create a match for import. A mis-match between this element and the First Name in the database is a fatal error.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Demographics > Person Information > First Name</p> <p>Identity.firstName</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal First Name</p> <p>Identity.legalFirstName</p>

Data Element	Description and Logic	Location
Student Legal Middle Name	<p>Student's legal middle name.</p> <p>When the Legal middle Name field is populated on the earlier identity, information reports from that field.</p> <p>This is used to create a match for import. A mis-match between this element and the Middle Name in the database is a warning. It is not a warning when the import record and the database both have a null/blank value.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Demographics > Person Information > Middle Name</p> <p>Identity.middleName</p> <p>Identities > Identity Information > Protected Identity Information > Legal Middle Name</p> <p>Identity.legalMiddleName</p>
Student Gender Code	<p>Student's gender.</p> <p>When the Legal Gender field is populated, information reports from that field.</p> <p>This is used to create a match for import. A mis-match between this element and the Gender in the database is a fatal error.</p> <p>See the Non-Binary Gender Reporting section for additional information.</p> <p><i>Alphanumeric, 1 character (M or F)</i></p>	<p>Demographics > Person Information > Gender</p> <p>Identity.gender</p> <p>Identities > Identity Information > Protected Identity Information > Legal Gender</p> <p>Identity.legalGender</p>
Student Birth Date	<p>Day, month and year student was born.</p> <p>This data is used to create a match for import. A mis-match between this element and the Birthdate in the database is a fatal error.</p> <p><i>Date field (CCYYMMDD or MM/DD/CCYY)</i></p>	<p>Demographics > Person Information > Date of Birth</p> <p>Identity.birthDate</p>

Data Element	Description and Logic	Location
School Start Date	Date student started school. <i>Date field, 8 characters (CCYYMMDD)</i>	Not used for import validation.
Grade Level Code	Student's state grade level. <i>Alphanumeric, 2 characters</i>	Not used for import validation.
ELA Status Code	The most recent English Language Acquisition Status Code. <i>Numeric, 4 digits</i>	Not used for import validation.
ELA Start Date	Start date for a specific EL status. <i>Date field, 8 characters (CCYYMMDD)</i>	Not used for import validation.
Primary Language	The language the student first learned and most often speaks at home. <i>Numeric, 2 characters</i>	Not used for import validation.
Date SSID Created	Date the state ID number was created. <i>Date field, 8 characters (CCYYMMDD)</i>	Not used for import validation.
Student with Disabilities (SWD) Indicator	Indicates the student has a disability. <i>Alphanumeric, 1 character</i>	Not used for import validation.
Earliest Enrollment Start Date K-12	Reports the earliest enrollment start date of the student in grades K-12. <i>Date field, 8 characters (CCYYMMDD)</i>	Not used for import validation.

Data Element	Description and Logic	Location
Student Initial US School Enrollment Date K-12	<p>Reports the student's first enrollment start date in a US School.</p> <p>This value is imported into the State ID field IF the field is empty and an acceptable match is made on First Name, Middle Name, Last Name, Birthdate, and Gender.</p> <ul style="list-style-type: none"> • If the date is blank, the date is added. • If the date matches, it stays the same. • If the date doesn't match, a warning message returns, but it is still updated. The report shows the previous and the new date to verify. <p><i>Date field, 8 characters (CCYYMMDD)</i></p>	Census > Demographics > Person Identifiers > Date Entered US Schools
Date SENR Record posted to LEA	<p>Indicates the date the SENR record was posted in CALPADS.</p> <p><i>Date field, 8 characters (CCYYMMDD)</i></p>	Not used for import validation.

SSID Import - Request File Layout

▶ [Click here to expand...](#)

Data Element	Description and Logic	Location
Submitted SENR Reporting LEA	State District Number. <i>Numeric, 7 digits</i>	Not used for import validation.
Submitted SENR School of Attendance	School number for the reporting school. <i>Numeric, 7 digits</i>	Not used for import validation.
Selection	This is a blank column that the user indicates on hard copy which SSID matches the incoming SENR.	Not used for import validation.

Data Element	Description and Logic	Location
Submitted SINF Local ID	<p>Student's State ID.</p> <p>This is the LEA assigned local identification identifier for the submitted student.</p> <p>This field is matched first in the import. When there is no match to the Local Student number, a statement of 'No student match to this Student Number' prints. When there is no Local Student Number in the import file, a statement of 'No Local Student Number in the file' prints.</p> <p><i>Numeric, 10 digits</i></p>	<p>Demographics > Person Identifiers > State ID</p> <p>Person.stateID</p>
Submitted SINF Student Legal Last Name	<p>Student's legal last name.</p> <p>This is used to create a match for import. Legal Last Name is used when that field populated; when not populated, the Last Name is used. When both fields are populated, a match is found between the two fields.</p> <p>A mismatch between this element and the Last Name in the database is a fatal error.</p> <p>When the Legal Last Name field is populated on the earlier identity, information reports from that field.</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Demographics > Person Information > Last Name</p> <p>Identity.lastName</p> <p>Identities > Identity Information > Protected Identity Information > Legal Last Name</p> <p>Identity.legalLastName</p>

Data Element	Description and Logic	Location
Submitted SINF Student Legal First Name	<p>Student's legal first name.</p> <p>This is used to create a match for import. Legal First Name is used when populated; when not populated, the First Name is used.</p> <p>A mismatch between this element and the First Name in the database is a fatal error.</p> <p>When the Legal First Name field is populated on the earlier identity, information reports from that field.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Demographics > Person Information > First Name</p> <p>Identity.firstName</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal First Name</p> <p>Identity.legalFirstName</p>
Submitted SINF Student Legal Middle Name	<p>Student's legal middle name.</p> <p>When the Legal Middle Name field is populated on the earlier identity, information reports from that field.</p> <p>This is used to create a match for import. Legal Middle Name is used when populated; when not populated, the Middle Name is used.</p> <p>A mismatch between this element and the Middle Name in the database is a warning. It is not a warning when the import record and the database both have a null/blank value.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Demographics > Person Information > Middle Name</p> <p>Identity.middleName</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal Middle Name</p> <p>Identity.legalMiddleName</p>

Data Element	Description and Logic	Location
Result SINF SSID	<p>Student's State ID.</p> <p>The SSID that is returned for a potential match relating to the most recent SENR record.</p> <p>This number imports into the State ID field WHEN the field is empty and when an acceptable match is made on the First Name, Middle Name, Birth Date and Gender.</p> <p><i>Numeric, 10 digits</i></p>	<p>Demographics > Person Identifiers > State ID</p> <p>Person.stateID</p>
Result SENR SSID Create Date	Match result SSID Create Date.	Not used for import validation.
Result Category	<p>The category that describes the result of the candidate match.</p> <p>This is used to determine which records to import.</p> <ul style="list-style-type: none"> • No Match results are ignored. • Any records with Single Match or a single Multiple Match per start that are grater than or equal to the value entered are imported. <p>Values: No Match, Single Match, Multiple Match</p>	N/A
Result Match Percentage Score	<p>The score representing the percentage of demographic criteria that matched to the submitted student demographic criteria.</p> <p>When the Result Category is Multiple Match, this field can include a decimal.</p>	N/A

Data Element	Description and Logic	Location
Submitted SENR Student Gender Code	<p>Student's gender.</p> <p>When the Legal Gender field is populated, information reports from that field.</p> <p>This is used to create a match for import. Legal Gender is used when populated; when not populated, Gender is used.</p> <p>A mismatch between this element and the Gender in the database is a fatal error.</p> <p>See the Non-Binary Gender Reporting section for additional information.</p> <p><i>Alphanumeric, 1 character (M or F)</i></p>	<p>Demographics > Person Information > Gender</p> <p>Identity.gender</p> <p>Identities > Identity Information > Protected Identity Information > Legal Gender</p> <p>Identity.legalGender</p>
Submitted SINF Student Birth Date	<p>Day, month and year student was born.</p> <p>This data is used to create a match for import. A mismatch between this element and the Birthdate in the database is a fatal error.</p> <p><i>Date field (CCYYMMDD or MM/DD/CCYY)</i></p>	<p>Demographics > Person Information > Date of Birth</p> <p>Identity.birthDate</p>
Submitted SINF Birth Country	<p>Abbreviation of the country in which the student was born.</p>	<p>Not used for import validation.</p>
Submitted SINF Birth State	<p>Abbreviation of the state or province in which the student was born.</p>	<p>Not used for import validation.</p>
Submitted SENR Grade Level	<p>Student's most recent grade level.</p>	<p>Not used for import validation.</p>
Result SINF Reporting LEA Name	<p>The Reporting LEA for the student's most recent enrollment.</p>	<p>Not used for import validation.</p>

Data Element	Description and Logic	Location
Result SINF School of Attendance	The School of Attendance for the student's most recent enrollment	Not used for import validation.
Result SENR Reporting LEA County District Code	The Reporting LEA county-district code for the student's most recent enrollment.	Not used for import validation.
Result SENR School of Attendance School Code	The School of Attendance school code for the student's most recent enrollment.	Not used for import validation.
Result SENR Enrollment Start Date	The student's most recent enrollment start date.	Not used for import validation.
Result SENR Enrollment End Date	The student's exit date on most recent enrollment.	Not used for import validation.
Result SINF Student Legal Last Name	The student's legal last/surname.	Not used for import validation.
Result SINF Student Legal First Name	The student's legal first name.	Not used for import validation.
Result SINF Student Legal Middle Name	The student's legal middle name.	Not used for import validation.
Result SINF Student Alias Last Name	The student's alias last name.	Not used for import validation.
Result SINF Student Alias First Name	Match result student's alias first name.	Not used for import validation.
Result SINF Gender	The student's gender.	Not used for import validation.
Result SINF Birth Date	The student's birth date.	Not used for import validation.
Result SELA ELAS Code	The student's most recent ELAS Code.	Not used for import validation.

Data Element	Description and Logic	Location
Result SELA ELAS Start Date	The ELAS Start Date associated with the student's most recent ELAS Code.	Not used for import validation.
Result SELA Primary Language	The student's Primary language.	Not used for import validation.
Result SINF Parent/ Guardian 1 First Name	The student's parent/guardian 1 First Name.	Not used for import validation.
Result SINF Parent/ Guardian 1 Last Name	The student's Parent/Guardian 1 Last Name.	Not used for import validation.
Result SINF Parent/ Guardian 2 First Name	The student's Parent/Guardian 2 First Name.	Not used for import validation.
Result SINF Parent/ Guardian 2 Last Name	The student's Parent/Guardian 2 Last Name.	Not used for import validation.
Result SINF Residential Address Line 1	The student's residential address line 1.	Not used for import validation.
Result SINF Residential Address Line 2	The student's residential address line 2.	Not used for import validation.
Result SINF Residential Address City Name	The student's residential address city.	Not used for import validation.
Result SINF Residential Address ZIP Code	The student's residential address zip.	Not used for import validation.
Result SINF Mailing Address Line 1	The student's mailing address line 1.	Not used for import validation.
Result SINF Mailing Address Line 2	The student's mailing address line 2.	Not used for import validation.

Data Element	Description and Logic	Location
Result SINF Mailing Address City Name	The student's mailing address city name.	Not used for import validation.
Result SINF Mailing Address State Province Code	The student's mailing address state.	Not used for import validation.
Result SINF Mailing Address ZIP Code	The student's mailing address zip.	Not used for import validation.
Result SENR Grade Level	The student's most recent Grade Level.	Not used for import validation.
Result SINF Birth State	The student's most recent Birth State.	Not used for import validation.
Result SINF Birth City	The student's most recent Birth City.	Not used for import validation.
Result SINF Initial School Enrollment Date	<p>The student's most recent Initial Date Entered US Schools.</p> <p>This date is imported to the Date Entered US Schools IF the field is empty and if an acceptable match is made on First Name, Middle Name, Last Name, Birthdate, and Gender.</p> <p><i>Date field (CCYYMMDD or MM/DD/CCYY)</i></p>	<p>Census > Demographics > Person Identifiers > Date Entered US Schools</p> <p><code>Identity.dateEnteredState</code></p>
Result	N/A	Not used for import validation.

ELA Import Layout

▶ [Click here to expand...](#)

Data Element	Description and Logic	Location
Reporting LEA	<p>State District Number.</p> <p><i>Numeric, 7 digits</i></p>	Not used for import validation.

Data Element	Description and Logic	Location
School of Attendance	<p>School number for the reporting school.</p> <p><i>Numeric, 7 digits</i></p>	Not used for import validation.
SSID	<p>Student's State ID.</p> <p>This number imports when the field is currently empty and an acceptable match is made on the First Name, Middle Name, Last Name, Birth Date and Gender fields.</p> <p><i>Numeric, 10 digits</i></p>	<p>Demographics > Person Identifiers > State ID</p> <p>Person.stateID</p>
Local Student ID	<p>Student's Local ID.</p> <p>This is the first field that is used to find a match. When there is no match, an indication of no student number displays.</p> <p><i>Numeric, 15 digits</i></p>	<p>Demographics > Person Identifiers > Student Number</p> <p>Person.studentNumber</p>
Student Legal Last Name	<p>Student's legal last name.</p> <p>When the Legal Last Name field is populated on the earlier identity, information reports from that field.</p> <p>This is used to create a match for import. A mismatch between this element and the Last Name in the database is a fatal error.</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Demographics > Person Information > Last Name</p> <p>Identity.lastName</p> <p>Identities > Identity Information > Protected Identity Information > Legal Last Name</p> <p>Identity.legalLastName</p>

Data Element	Description and Logic	Location
Student Legal First Name	<p>Student's legal first name.</p> <p>When the Legal First Name field is populated on the earlier identity, information reports from that field.</p> <p>This is used to create a match for import. A mismatch between this element and the First Name in the database is a fatal error.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Demographics > Person Information > First Name</p> <p>Identity.firstName</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal First Name</p> <p>Identity.legalFirstName</p>
Student Legal Middle Name	<p>Student's legal middle name.</p> <p>When the Legal middle Name field is populated on the earlier identity, information reports from that field.</p> <p>This is used to create a match for import. A mismatch between this element and the Middle Name in the database is a warning. It is not a warning when the import record and the database both have a null/blank value.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Demographics > Person Information > Middle Name</p> <p>Identity.middleName</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal Middle Name</p> <p>Identity.legalMiddleName</p>
Student Gender Code	<p>Student's gender.</p> <p>When the Legal Gender field is populated, information reports from that field.</p> <p>This is used to create a match for import. A mismatch between this element and the Gender in the database is a fatal error.</p> <p><i>Alphanumeric, 1 character (M or F)</i></p>	<p>Demographics > Person Information > Gender</p> <p>Identity.gender</p> <hr/> <p>Identities > Identity Information > Protected Identity Information > Legal Gender</p> <p>Identity.legalGender</p>

Data Element	Description and Logic	Location
Student Birth Date	<p>Day, month and year student was born</p> <p>This data is used to create a match for import. A mismatch between this element and the Birthdate in the database is a fatal error.</p> <p><i>Date field (CCYYMMDD or MM/DD/CCYY)</i></p>	<p>Demographics > Person Information</p> <p>Identity.birthDate</p>
School Start Date	<p>Date student started school.</p> <p><i>Date field, 8 characters (CCYYMMDD)</i></p>	<p>Not used for import validation.</p>
Grade Level Code	<p>Student's state grade level.</p> <p><i>Alphanumeric, 2 characters</i></p>	<p>Not used for import validation.</p>
ELA Status Code	<p>The most recent English Language Acquisition Status Code.</p> <p>ELA Status Code matches on the Program Status Code on the EL tool. When these do not match, a warning is provided that includes the student, local ID and SSID, along with the mismatched status codes.</p> <p>When the Status is EO and the Update EO option is selected in the Work to Perform field, the ELA Start Date is inserted into the EO-TBD Date; when a date already exists, it is NOT overwritten.</p> <p><i>Numeric, 4 digits</i></p>	<p>Enrollment.englishProficiency</p>

Data Element	Description and Logic	Location
ELA Start Date	<p>Start date for a specific EL status.</p> <p>ELA Start Date matches on the Identified Date on the EL tool. When these do not match, a warning is provided that includes the student, Local ID, and SSID as well as the two mismatched dates. The import still occurs even with this mismatch.</p> <p>Dates on the import file appear in the form of CCYYMMDD. This needs to be imported as MMDDCCYY.</p> <p>The Campus LEP Identified Date field is overwritten with the data in this field when Upload is selected.</p> <ul style="list-style-type: none"> When the ELA Status Code = RFEP, the ELA Start Date matches with the Exit Date on EL record. When they do not match, a warning displays with the student information (Student, Local ID, SSID, ELA Start Date and Exit Date), but the import is allowed. The date imports to the Program End Date field on EL tool and the Identified Date populates the School Start Date field when it is blank. When the Identified Date is not blank, it is not overwritten. <p><i>Date field, 8 characters (CCYYMMDD or MMDDCCYY)</i></p>	English Learners (EL) > Identified Date Enrollment.englishProficiencyDate

Data Element	Description and Logic	Location
Primary Language	<p>The language the student first learned and most often speaks at home.</p> <p>Primary Language matches on Home Primary Language on the Demographics tool. When these do not match, a warning is provided that includes the student, local ID and SSID. The import still occurs even with this mismatch.</p> <p><i>Numeric, 2 characters</i></p>	<p>Identities > Identity Information > Home Primary Language</p> <p>Identity.homePrimaryLanguage</p>
Date SSID Created	<p>Date the state ID number was created.</p> <p><i>Date field, 8 characters (CCYYMMDD)</i></p>	<p>Not used for import validation.</p>