

# Program Participation Upload (Montana)

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**Location:** [MT Data Upload](#) > [Program Participation](#)

The Program Participation Upload contains data about student participation in Title I and LEP programs. The upload must be in .tsv format. See the [MT Data Upload](#) article for more information about this tool.

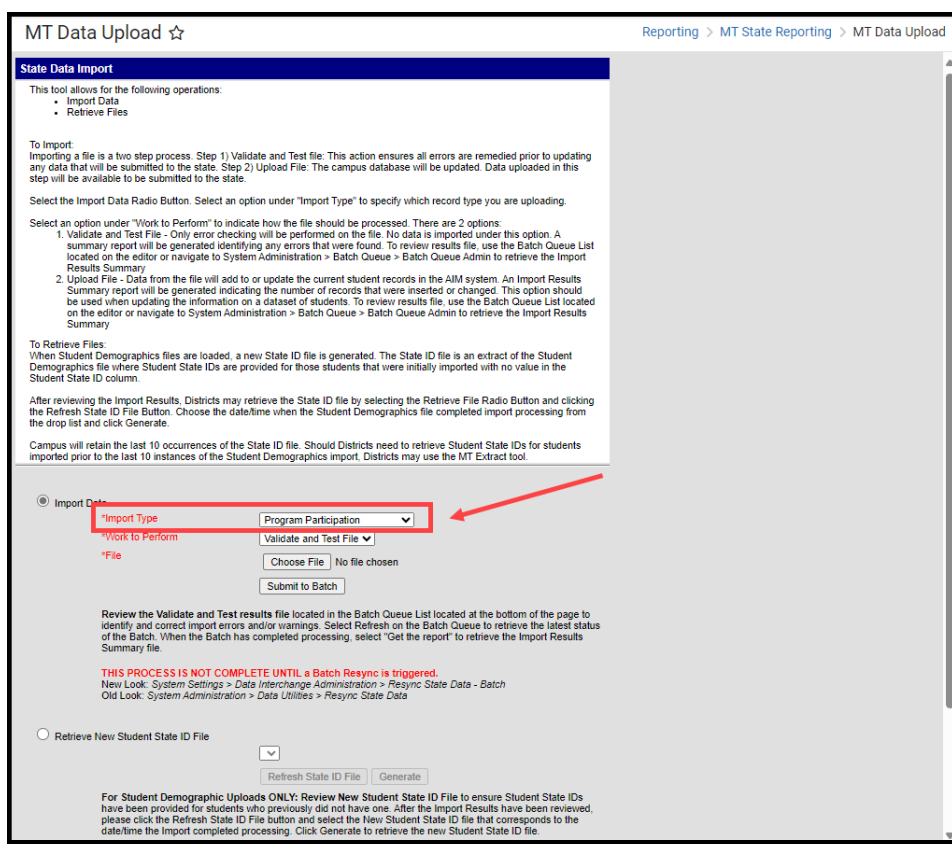


Image 1: Montana Program Participation Upload

## Importing Program Participation Records

See the [Uploading Files](#) section of the [MT Data Upload](#) article for detailed information about importing records via the MT Data Upload tool.

**The Retrieve New Student State ID File option is only relevant to Student Demographic uploads. Please ignore this option when uploading Program**

**Participation data.**

## Upload Logic

- Students must have an enrollment record in the district that matches the school, district, and state IDs in the import.
- The enrollment record must be within the calendar that has the same end year as the end year on the enrollment.
- Students must have an active enrollment record.
- If multiple enrollment records exist for a student, the most recent enrollment record is used.
- Any existing information is overwritten with data included in the import file.

## Program Participation Upload - Header Layout

Data Element	Description	Campus Location
<b>Record Type</b>	The abbreviation for the type of file extract generated. This will always report as PP.  <i>Alphanumeric, 2 characters</i>	Not dynamically stored
<b>Date</b>	The most recent date the file was generated.  <i>Date field, 10 characters MM/DD/YYYY</i>	Not dynamically stored
<b>Time</b>	The most recent time the file was generated.  <i>Time field, 8 characters HH:MM:SS</i>	Not dynamically stored
<b>Version</b>	The most current version of the file interface specification and references to the application system. This field will always report as MT9.1.  <i>Alphanumeric, 5 characters</i>	Not dynamically stored

## Program Participation Upload Layout

Data Element	Description	Campus Location
<b>Record Type</b>	Always reports a value of "PP" which stands for Program Proficiency.  <i>Alphanumeric, 2 characters</i>	N/A

Data Element	Description	Campus Location
<b>District Number</b>	<p>Unique identifier assigned to the district by the OPI.</p> <p><i>String, 4 digits</i> <i>Number is zero padded when necessary.</i></p>	<p>District Information &gt; State District Number</p> <p>District.number</p>
<b>School Number</b>	<p>A unique number assigned by the Office of Public Instruction that identifies the school into which the students are enrolled.</p> <p><i>Numeric, 4 digits</i></p>	<p>School Information &gt; School Number</p> <p>School.number</p>
<b>Calendar Number</b>	<p>A unique system number that identifies the calendar(s) chosen on the extract editor.</p> <p><i>Numeric, 1-3 digits</i></p>	<p>Calendar Information</p> <p>Calendar.number</p>
<b>Student's State ID</b>	<p>The reporting student's unique 9-digit statewide student ID number.</p> <p><i>String, 9 characters</i> <i>Number is zero padded when necessary.</i></p>	<p>Demographics &gt; Student State ID</p> <p>Person.stateID</p>
<b>Student's Local ID</b>	<p>Unique student ID number assigned by the school of enrollment.</p> <p><i>Numeric, 15 digits</i></p>	<p>Demographics &gt; Person Identifiers &gt; Local Student Number</p> <p>Person.studentNumber</p>
<b>Last Name</b>	<p>The reporting student's legal last name.</p> <p><i>Alphanumeric, 40 characters</i></p>	<p>Demographics &gt; Last Name</p> <p>Person.lastName</p>
<b>First Name</b>	<p>The reporting student's legal first name.</p> <p><i>Alphanumeric, 35 characters</i></p>	<p>Demographics &gt; First Name</p> <p>Person.firstName</p>
<b>Filler</b>	N/A	N/A

Data Element	Description	Campus Location
<b>Title I Participation</b>	<p>Indicates the student participates in a Title I program. If the student reports a value of Y, the student must have at least one instructional service marked.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1</p> <p>Enrollment.title1</p>
<b>Title I Reading</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in the Title I Reading program. The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Instructional Services &gt; Reading Lang Arts</p> <p>Enrollment.title1Reading</p>
<b>Title I Math</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in the Title I Math program. The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Instructional Services &gt; Math</p> <p>Enrollment.title1Math</p>
<b>Title I Science</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in the Title I Science program. The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Instructional Services &gt; Science</p> <p>Enrollment.title1Science</p>
<b>Title I Social Sciences</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in the Title I Social Sciences program. The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Instructional Services &gt; Social Sciences</p> <p>Enrollment.title1Civics</p>

Data Element	Description	Campus Location
<b>Title I Vocational/Career</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in the Title I Vocational/Career program.</p> <p>The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Instructional Services &gt; Vocational/Career</p> <p>Enrollment.title1Career</p>
<b>Title I Instructional Other</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in an Instructional program that is a component of a Title I program and is not defined as any other instructional program listed.</p> <p>The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	
<b>Title I Health</b>	<p>Indicates the student is receiving services in a Title 1 Target Assistance Program in the Title I Health program.</p> <p>The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Support Services &gt; Health, Dental and Eye Care</p> <p>Enrollment.title1Health</p>
<b>Title I Guidance/Advocacy</b>	<p>Indicates the student is receiving services in a Title 1 Target Assistance Program in the Title 1 Guidance/Advocacy program.</p> <p>The Title I field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Support Services &gt; Guidance/Advocacy</p> <p>Enrollment.title1Counseling</p>

Data Element	Description	Campus Location
<b>Title I Support Other</b>	<p>Indicates the student is receiving services in a Title I Target Assistance Program in a Support program that is a component of a Title I program that is not defined as any other support program listed.</p> <p>The Title 1 field must report Y.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Support Services &gt; Other</p> <p>Enrollment.title1ServicesOther</p>
<b>Title I Part A Neglected</b>	<p>Indicates the student is considered Title I Part A Neglected.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title 1 Part A Neglected</p> <p>Enrollment.neglected</p>
<b>Title I Part D Delinquent</b>	<p>Indicates the student is considered Title I Part D Delinquent.</p> <p><i>2 string characters</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Title I Part D Delinquent</p> <p>EnrollmentMT.delinquent</p>
<b>Foreign Exchange</b>	<p>Indicates the student is a foreign exchange student.</p> <p>A student marked Foreign Exchange cannot be marked as an Immigrant.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Foreign Exchange</p> <p>Enrollment.foreignStudent</p>
<b>Gifted and Talented Evaluated</b>	<p>Import the gifted and talented evaluated data for the student.</p>	<p>Enrollments &gt; State Reporting Fields &gt; Gifted and Talented Evaluated</p> <p>Enrollment.giftedTalentedEval</p>
<b>Gifted and Talented Identified</b>	<p>Indicates the student was identified as gifted/talented.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Gifted/Talented Identified</p> <p>Enrollment.giftedTalented</p>

Data Element	Description	Campus Location
<b>Homeless</b>	<p>Indicates the student is considered homeless. A student is homeless if they lack a fixed, regular and adequate nighttime residence.</p> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Homeless</p> <p>Enrollment.homeless</p>
<b>Homeless Night Time Residence</b>	<p>Indicates the type of nighttime residence for the homeless student.</p> <p>If Homeless reports as null, this field will also report as null.</p> <p><i>String, 2 characters</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Homeless Night Time Residence</p> <p>Enrollment.homelessResidence</p>
<b>Unaccompanied Youth</b>	<p>Indicates if the student is not in the physical custody of a parent or guardian.</p> <ul style="list-style-type: none"> <li>• If Homeless reports as null, this field must report as null.</li> <li>• If Homeless reports a value of Y, this field must report a value of Y.</li> <li>• If Homeless reports a value of N, this field must report a value of N.</li> </ul> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Unaccompanied Youth</p> <p>Enrollment.unaccompaniedYouth</p>
<b>Immigrant</b>	<p>Indicates the student is considered an immigrant.</p> <ul style="list-style-type: none"> <li>• Students marked as a Foreign Exchange student cannot be marked as an Immigrant.</li> </ul> <p><i>1 character, Y or N</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Immigrant</p> <p>Enrollment.immigrant</p>

Data Element	Description	Campus Location
<b>Immigrant Date Entered US School</b>	<p>The date the student first enrolled in a US school.</p> <ul style="list-style-type: none"> <li>• This date is required if the student is marked Immigrant.</li> <li>• This date cannot take place in the future.</li> <li>• The date must be less than 4 years from today's date.</li> </ul>	<p>Enrollments &gt; State Reporting Fields &gt; Date Immigrant Entered US School</p> <p>Enrollment.immigrantDate</p>
<b>Military Connected Status</b>	<p>Indicates if the student is a dependent of a member of the U.S. Armed Services. The student must report one of the follow values:</p> <ul style="list-style-type: none"> <li>• <b>1:</b> The United State Military (Army, Navy, Air Force, Marines, or Coast Guard)</li> <li>• <b>2:</b> Active Duty National Guard</li> <li>• <b>3:</b> Active Duty Reserve Force of the US Military</li> <li>• <b>4:</b> Transitioning out of Active Duty to National Guard or Reserve</li> </ul> <p>If there is existing data in the Military Connected Status field for the student and the value in the import is null, existing data will not be overwritten.</p> <p>If the value in the import is 1, 2, 3 or 4, the existing data will be overwritten with the value in the import.</p> <p><i>Date field, 10 characters MM/DD/YYYY</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Military Connected Status</p> <p>Enrollment.militaryConnectedStatus</p>



Data Element	Description	Campus Location
<b>Twenty First Century</b>	Imports the 21st Century Participant value. <ul style="list-style-type: none"> <li>• If Y is imported the field is checked.</li> <li>• If N or null value is imported then do NOT overwrite existing value.</li> </ul> <i>1 character, Y or N</i>	Enrollment  Enrollment.TwentyFirstCentury
<b>Year</b>	The end year of the reporting school year (i.e., 2013 is reported for the 2012-2013 school year.  <i>String, 4 characters</i>	Calendar Information > School Years > End Year  Calendar.endYear