

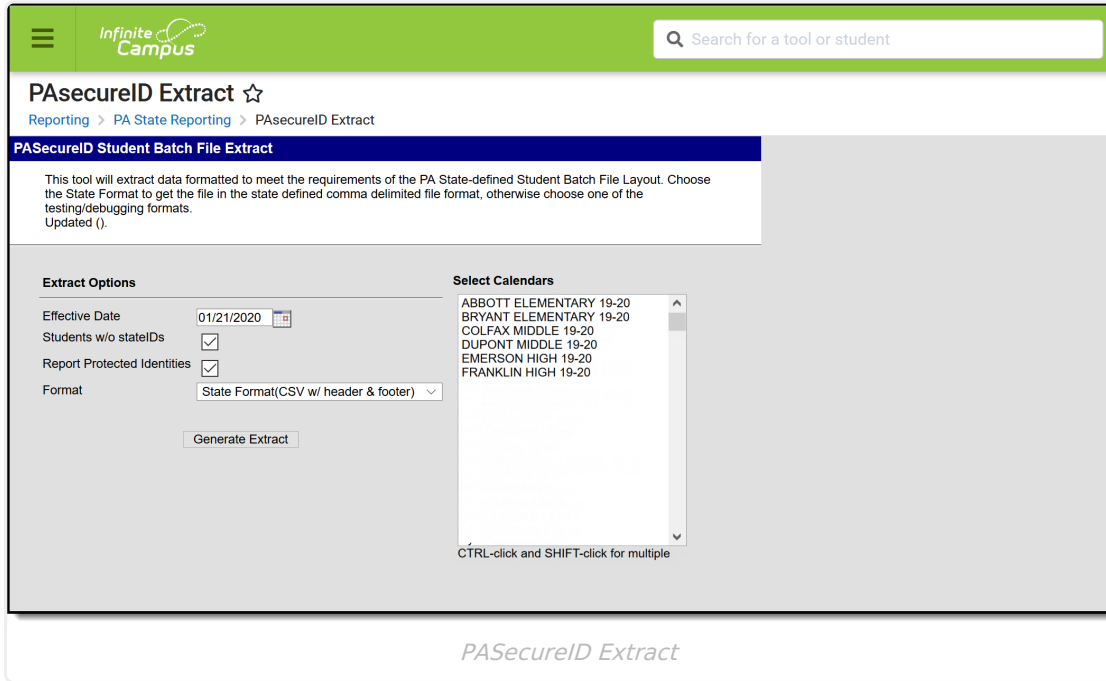
# PA Secure ID Extract

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[Report Logic](#) | [Report Editor](#) | [Generate the Report](#) | [Report Layout](#)

Tool Search: PAsecure ID

The PA Secure ID Extract provides student demographic information to the State Department of Education in order for students to be assigned a state identification number.



*PAsecureID Extract*

## Report Logic

This extract returns all students who have an active enrollment record and a Local Student Number but do not have a State Student ID Number (PAsecureID). It can also be generated for students who do have a State Student Number, if needed (remove the checkbox on the report editor for Students w/o stateIDs).

## Report Editor

Field	Description
<b>Effective Date</b>	Indicates which enrollments are reviewed for inclusion on the report. The field populates with the current date, but can be modified by typing a new date in mmddyy format or using the calendar icon to select a date.
<b>Students w/o State IDs</b>	When marked, only students who do not have a State ID are returned in the extract. When not marked, all students who have an State ID and who do not have a State ID are returned in the extract.

Field	Description
<b>Report Protected Identities</b>	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
<b>Format</b>	The extract can be generated in HTML, CSV, XML or State Format (csv with header and footer). Use the State Format when submitting the extract to the state. Use the other formats for review prior to submitting the file to the state.
<b>Calendar Selection</b>	Indicates from which calendar data is returned. At least one calendar needs to be selected in order to generate the report.

## Generate the Report

1. Enter the desired **Effective Date**.
2. Determine if **Students without IDs** should be included in the report (leave the checkbox marked) or if all students with and without IDs (remove the checkmark) should be included in the report.
3. If desired, mark the **Report Protected Identities** checkbox.
4. Select the desired **Format** from the dropdown list.
5. Select the desired **Calendar(s)** to include in the report.
6. Click the **Generate Report** button. The report displays in the desired format.

## Report Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Header Record Information</b>				
<b>Record Type</b>	Always reports a value of TH.	Alphanumeric, 2 characters	N/A	N/A
<b>Extract Date</b>	Reports the date the extract was generated.	Date field, 10 characters DD/MM/YYYY	N/A	N/A
<b>Extract Time</b>	Reports the time the extract was generated.	Time field, 8 characters HH:MM:SS	N/A	N/A
<b>Transmission ID</b>	Reports an arbitrary number.	Numeric, 10 digits	N/A	N/A

<b>Data Element</b>	<b>Description</b>	<b>Type, Format and Length</b>	<b>Campus Database</b>	<b>Campus Interface</b>
<b>Version</b>	Always reports a value of 1.0.	Numeric, 2 digits	N/A	N/A
<b>Delimiter=</b>	Always reports a value of "Delimiter=."	Alphanumeric, 9 characters	N/A	N/A
<b>Extract Information</b>				
<b>Record Type</b>	Always reports a value of ID.	Alphabetic, 2 characters	N/A	N/A
<b>School Number</b>	<p>Reports the PDE 4-digit code of the school where the student is enrolled.</p> <p>This value reports from the Alt School Number field. If that field is not populated, the State School Number reports.</p> <p>When the student is not currently enrolled in a school, a value of 9999 reports.</p>	Numeric, 4 digits	School.number	<p>System Administration &gt; Resources &gt; School &gt; Alt School Number</p> <p>System Administration &gt; Resources &gt; School &gt; School Detail &gt; State School Number</p>
<b>Resident District</b>	Reports the PDE 9-digit AUN code of the LEA fiscally responsible for the student.	Numeric, 9 digits	District.number	System Administration > District Information > District Detail > State District Number

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<p><b>Last Name</b></p>	<p>Reports the legal last name of the student, if populated, and the Report Protected Identities checkbox is marked on the Extract editor.</p> <p>If the Legal Last Name field is not populated, reports from the Last Name field.</p>	<p>Alphanumeric, 60 characters</p>	<p>Identity.legalLastName Identity.lastName</p>	<p>Census &gt; People &gt; Identities &gt; Identity Information &gt; Protected Identity Information &gt; Legal Last Name</p> <p>Census &gt; People &gt; Demographics &gt; Last Name</p>
<p><b>First Name</b></p>	<p>Reports the legal first name of the student, if populated, and the Report Protected Identities checkbox is marked on the Extract editor.</p> <p>If the Legal First Name field is not populated, reports from the First Name field.</p>	<p>Alphanumeric, 60 characters</p>	<p>Identity.legalFirstName Identity.firstName</p>	<p>Census &gt; People &gt; Identities &gt; Identity Information &gt; Protected Identity Information &gt; Legal First Name</p> <p>Census &gt; People &gt; Demographics &gt; First Name</p>

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Middle Name</b>	<p>Reports the legal middle name of the student, if populated, and the Report Protected Identities checkbox is marked on the Extract editor</p> <p>If the Legal Middle Name field is not populated, reports from the Middle Name field.</p>	Alphanumeric, 60 characters	Identity.legalMiddleName Identity.middleName	<p>Census &gt; People &gt; Identities &gt; Identity Information &gt; Protected Identity Information &gt; Legal Middle Name</p> <p>Census &gt; People &gt; Demographics &gt; Middle Name</p>
<b>Suffix</b>	<p>The additional identifier of the student's name, such as Jr, Sr, etc.</p> <p>If the Legal Suffix field is populated and the Report Protected Identities checkbox is marked on the Extract editor, information reports from that field.</p>	Alphanumeric, 10 characters	Identity.legalSuffix Identity.suffix	<p>Census &gt; People &gt; Identities &gt; Identity Information &gt; Protected Identity Information &gt; Legal Suffix</p> <p>Census &gt; People &gt; Demographics &gt; Suffix</p>

<b>Data Element</b>	<b>Description</b>	<b>Type, Format and Length</b>	<b>Campus Database</b>	<b>Campus Interface</b>
<b>Gender</b>	<p>The student's gender.</p> <p>If the Legal Gender field is populated and the Report Protected Identities checkbox is marked on the Extract editor, information reports from that field.</p>	Alphanumeric, 1 character M or F	Identity.legalGender Identity.gender	<p>Census &gt; People &gt; Identities &gt; Identity Information &gt; Protected Identity Information &gt; Legal Gender</p> <p>Census &gt; People &gt; Demographics &gt; Gender</p>
<b>Date of Birth</b>	The student's date of birth.	Date field, 10 characters MM/DD/YYYY	Identity.birthDate	Census > People > Demographics > Birth Date
<b>Grade Level</b>	The student's grade level of enrollment.	Alphanumeric, 3 characters	Enrollment.grade	Student Information > General > Enrollments > General Enrollment Information > Grade
<b>Student ID</b>	The student's local student number.	Numeric, 10 characters	Person.studentNumber	Census > People > Demographics > Person Identifiers > Student Number
<b>SSN</b>	The student's Social Security number.	Numeric, 11 digits XXX-XX-XXXX	Identity.SSN	Census > People > Demographics > SSN

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Race Ethnicity</b>	The student's indication of race. 1 = American Indian/Alaskan Native 2 = Asian/Pacific Islander 3 = Black (Non-Hispanic) 4 = Hispanic 5 = White (Non-Hispanic) 6 = Multi-Racial	Numeric, 1 character	Identity.race	Census > People > Demographics > Race/Ethnicity
<b>State ID</b>	The student's state-assigned identification number.	Numeric, 10 digits	Person.stateID	Census > People > Demographics > Person Identifiers > Student State ID
<b>District Number</b>	Reports the PDE 9-digit AUN code of the LEA educating the student.	Numeric, 9 digits	Enrollment.residentDistrict District.number	Student Information > General > Enrollments > State Reporting Fields > Resident District  System Administration > Resources > District > State District Code

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Year</b>	Reports the end year of the selected school year in the Campus toolbar.	Numeric, 4 digits	Calendar.endYear	System Administration > Calendar > Calendar > End Year
<b>Trailer Record Information</b>				
<b>Record Type</b>	Always reports a value of TT.	Alphanumeric, 2 characters	N/A	N/A
<b>Transmission ID</b>	Reports the same arbitrary number as reported in the header file.	Numeric, 10 digits	N/A	N/A
<b>Records</b>	Reports the total number of records included in the file.	Numeric, 4 digits	N/A	N/A