

CTEERS Extract (Wisconsin)

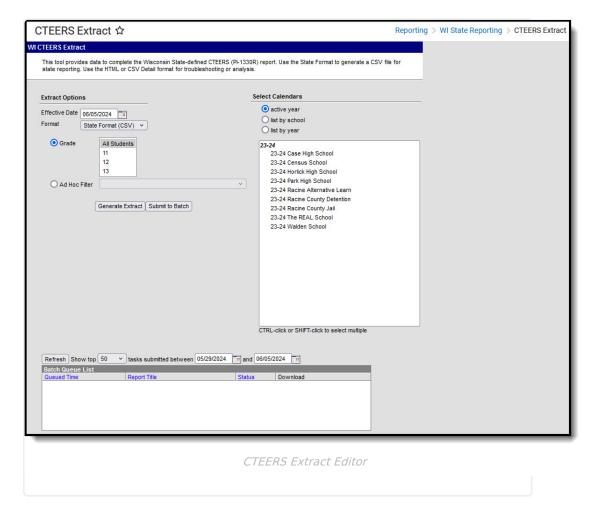
Last Modified on 12/14/2025 8:45 pm CST

Report Logic | Report Editor | Generate the Report | Report Layouts

Tool Search: CTEERS Extract

The Career and Technical Education Enrollment Reporting System (CTEERS) allows districts to submit enrollment information which impacts a district's CPA funding or CPA grant projects. Enrollment information collected by CTEERS is also used to fulfill data needed for the state mandated Federal Performance Report. Failure to complete information for the Federal Performance Report could result in a district losing their financial grant for the reporting year.

The CTEERS extract is reported on July 15.



Report Logic

Student Enrollment Records

Students must have an enrollment on or before the entered Effective Date in order to report.



- Withdrawn students report.
- Only enrollments within the district are considered. If the student has a value that is NOT NULL in the School Override field, that school number will not be reported.
- The school where CTE courses were take reports.

A record for each student enrolled in grades 11-13 report.

- Students in grade 13 must be 17 years of age or older to be included. Age is calculated as of September 1 of the year the report is being generated. Students over the age of 22 are not reported in grade 13.
- When a student is enrolled in multiple schools, the student reports for the school at which he/she was last enrolled.

When a student has multiple enrollments at the same school, only one record is reported for the student's Primary enrollment.

- If the student has multiple primary enrollments in the selected calendars, the school in which
 the student was last enrolled reports, based on the latest enrollment start date that does NOT
 have an end date. If all primary enrollments are ended, the enrollment with the latest
 enrollment end date reports.
- If no primary enrollment exists, the secondary enrollment record is used.

State Exclude

Students do not report, regardless of the logic listed above, when:

- The student's enrollment record is marked as state exclude.
- The grade level of enrollment is marked as state exclude.
- The calendar of enrollment is marked as state exclude.

CTEERS Tool

Information reported on the CTEERs extract is based on data available on the student's **CTE** record. Additional logic information is as follows:

Characteristic Value

If the Characteristic field on the student's CTEERS tab has data, information will be pulled from that field. If the Characteristic field is null, the following logic is used:

Code	Logic	Campus Location
Н	The <u>CTEERS Effective Date</u> falls within the student's Locked Education Plan that contains the student's Primary Disability that is not N: Not Disabled.	Special Education > Documents > Plan



Code	Logic	Campus Location
L	 A value of L reports the student meets the following criteria: EL is marked on the Characteristic field on the CTE tab. English Proficiency OVERRIDE field is options 1-5 (if field has a code of 6 or 7, L is not reported) The most recent assessment as of the effective date on the report that has a type of LPF and a result of 1-6.0. The most recent LID (LEP or EL for Identification) assessment as of the effective date on the report with a result of 1-6.0. 	English Learners (EL) > English Proficiency Override
A	This code will report if the Academically Disadvantaged checkbox is marked on the student's CTE tab.	CTEERS > Academically Disadvantaged
E	If the student's Disadvantaged - Economic checkbox is selected on the student's CTE tool, this value is reported. Otherwise, the student's Eligibility record of F: Free or R: Reduced from the first day of school through the effective date of the report value reports. If the student has more than one Eligibility record, the latest record will be reported.	FRAM > Eligibility
R	This code will be reported when the student does not meet the criteria for codes H, L, A and/or E.	

Completion and Participation Code Logic

When the following fields are null on the student's **CTE** tab, an X will report on the CTEERS extract:

Compulsory School Attendance	Youth Options Attendance
Adv. Standing Cred - Particip	Adv. Standing Cred - Completion
Transcripted Cred - Particip	Transcripted Cred - Completion
Youth Apprentice - Particip	Youth Apprentice - Completion
University - Particip	University - Completion

Post Grad Prep

When the Post HS Career Prep field on the student's CTEERS tab is null, a value of 4 will be reported for the Post Grad Prep column on the extract.

When the Post Grad Plans field on the Graduation tab has a value and the Post HS Career Prep field



on the **CTE** tab is null, the following values may report:

Graduation - Post Grad Plans Graduation > Post Grad Plans	CTEERS Extract - Post Grad Prep WI State Reporting > CTEERS Extract	CTEERS Tool - Post HS Career Prep CTEERS
NULL	4	Undeclared
2v: Vocational/Technical College	1	Non-Baccalaureate Prep
4Y: Four-Year College or University	2	Baccalaureate Prep
UD: Undecided	4	Undeclared
1t: Job Training Program	3	Career Prep
MI: Military	3	Career Prep
EP: Employment	3	Career Prep
SE: Seeking Employment	3	Career Prep
OT: Other	3	Career Prep
NR: No Response	3	Career Prep

CTE Participant

Reports as a Y from the CTE Participant check box if the check box is marked on the student's CTEERS tab. If the CTE Participant check box is not marked this field reports from the student's course roster for the school year. If the student is scheduled into a course with SCED Subject Area 10-21 in the calendar selected, Y will report for the CTE Participant for the calendar. When multiple calendars are selected, CTE Participant will report Y even if the course is taken in a school other than the reporting school number.

Report Editor

Field	Definition
Effective Date	The CTEERS Extract Editor requires the entry of an Effective Date . This date is defaulted to the current date and will return active students as of the entered date. Dates are entered in <i>mmddyy</i> format, or use the calendar icon to select a date.
Format	The report can be generated in either a State Format (CSV) , HTML , or Detail Format (CSV). When submitting data to DPI, use the State Format option. To review data prior to state submission, use the HTML format option.



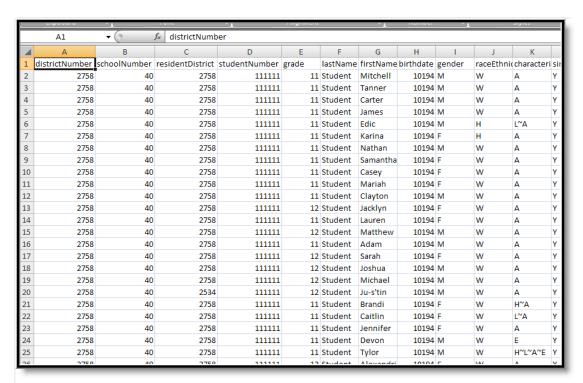
Field	Definition
Calendar	Users are required to select calendars to include on the report. Multiple calendars can be selected. Calendars can be selected by active year, by school or by year.
Student Selection	 Select students to include on the report by choosing either a Grade level of enrollment for the students or an Ad hoc Filter. To include students in all grade levels, choose All Students in the Grade Level options. Selecting an existing ad hoc filter reports only those students or courses included in those filters, if they meet the reporting requirements of the report.
Report Generation	Use the Generate Extract button to immediately display the results of the selected extract type/period. For a larger data set, use the Submit to Batch button. This allows the selection of a specific time in which the extract generates (after school hours). See the <u>Batch Queue</u> article for more information.

Generate the Report

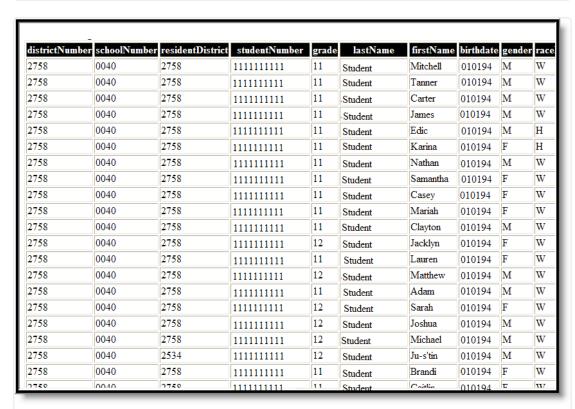
- 1. Enter the **Effective Date** in *mmddyy* format or by clicking the calendar icon and selecting a date.
- 2. Select the **Format** of the extract.
- 3. Select the **Calendars** to include in the report.
- 4. Select the students to include in the report by choosing either a **Grade** level or an **Ad hoc Filter**.
- Click the **Generate Extract** button to display the report immediately, or use the **Submit to Batch** button to determine when the report should generate. The report displays in the selected format.

The file name will report as YYYY-CTE-DistrictName.csv, where CTE is a hard-coded value.



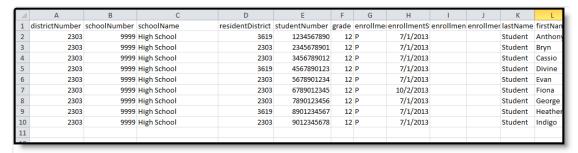


CTEERS Extract - State Format (CSV)



CTEERS Extract - HTML Format





CTEERS Extract - Detail Format (CSV)

Report Layouts

State Format Report Layout | HTML Format Report Layout | Detail Format Report Layout

State Format Report Layout

Data Element	Description	Location
District Number	A unique state-defined number assigned to each district. Numeric, 4 digits	District Information > State District Number District.number
School Number	A code assigned and maintained by the local school district that is unique for each school in the district. Numeric, 4 digits	School Information > State School Number School.number
Resident District	The district in which the student resides. Alphanumeric, 4 characters	Enrollments > State Reporting Fields > Resident District Enrollment.resident District
Student Number	State-assigned student identification number. When the student number is more than 10 digits, the value will be truncated to meet the 10-digit length. Numeric, 10 digits	Demographics > State ID Person.stateID



Data Element	Description	Location
Grade	Grade level of student's enrollment. Valid grade level codes include 11, 12 or 13. Grade 13 is for CTEERS only. When marked on the State Reporting Enrollment Record, this value reports regardless of what is selected in the Grade field on the General Enrollment Record editor. Numeric, 2 digits	Enrollments > General Enrollment Information > Grade Enrollment.grade EnrollmentWI.grade13
Last Name	 The legal last name of the student. Punctuation other than hyphens or apostrophes will not be reported. Suffixes (Jr., III, etc.) will be reported after the last name. Alphanumeric, 20 characters	Demographics > Last Name Identity.lastName Demographics > Suffix Identity.suffix
First Name	The legal first name of the student. Punctuation other than hyphens or apostrophes will not be reported. Alphanumeric, 10 characters	Demographics > First Name Identity.firstName
Birth Date	The month, day and year on which the student was born. Date field, 6 digits (MMDDYY)	Demographics > Birth Date Identity.birthDate
Gender	The classification of a student as being male or female. Alphanumeric, 1 character (M or F)	Demographics > Gender Identity.gender



Data Element	Description	Location
Race Ethnicity	The race(s) of the reported student.	Demographics > Race Ethnicity
	A maximum of six codes may be reported. Multiple reported codes display with a tilde (~) between each code.	Identity.raceEthnicity
	See the Race Ethnicity table for more information.	
	Alphanumeric, up to 6 characters	
Characteristic	Defines whether the student is considered Handicapped, an English Learner (EL), Disadvantaged or	CTEERS > Characteristic
	Regular.	CTEERS.characteristic
	A maximum of four codes may be reported. Multiple reported codes display with a tilde (~) between each	Special Education > Documents
	code.	FRAM > Eligibility
	See the Characteristic Value for more information.	English Learners (EL) > EL Services
	Alphanumeric, 1 character	
Single Parent	Defines whether the student is unmarried or separated from a spouse and has sole or joint custody of a minor child or children during the reporting period.	CTEERS > Single Parent CTEERS.singleParent
	Bit field, 1 digit	
Student Progress	Defines whether or not the student achieved sufficient credits during the reporting year or move on to the next grade level for the next reporting year or graduate during the current	CTEERS > Student Progress CTEERS .studentProgress
	reporting year. Bit field, 1 digit	
Career Plan	Defines whether or not student has a written career plan on file.	CTEERS > Career Plan
	Bit field, 1 digit	CTEERS.careerPlan



Data Element	Description	Location

Post Grad Prep	Represents the student's informed selected educational program based upon the student's future planned post-high school outcome. See the Post Grad Prep section for more information. Bit field, 1 digit	CTEERS > Post HS Career Prep CTEERS.postGradPrep Graduation > Post Grad Plans
CTE Participant	Reports whether or not student was enrolled in one or more vocational courses during the reporting year. See the CTE Participant section for more information. Bit field, 1 digit	CTEERS > CTE Participant CTEERS.veParticipant Courses > NCES Data > SCED Subject Area
Program Area	Describes if the student participated in coursework while enrolled in a vocational program during the reporting year. Valid options are: • A - Ag and Natural Resource • B - Business and Info Tech • H - Health Science • M - Marketing • T - Technology and Engineering A maximum of six codes may be reported. Multiple reported codes display with a tilde (~) between each code. Bit field, 1 digit	CTEERS > Program Area Participant CTEERS.programArea



Data Element	Description	Location
CTE Concentrator	Reports whether or not the student was enrolled in a minimum of one vocational course during the school year which was part of a coherent sequence of three or more courses leading to the student's vocational career objective. Options are: • N - No • 1 - Concentrator in POS • 2 - Concentrator not in POS If N, cells 19-22 will report blank. Bit field, 1 digit	CTEERS > CTE Concentrator CTEERS.veContentrator
Instructional Area	Reports the instructional area code of the CTE concentrator corresponding to the focus of the student's planned secondary vocational coherent sequence of courses. Alphanumeric, 6 characters	CTEERS > Instructional Area Code CTEERS.instructional Area
Non- Certificated Learning Methodology	Reports the learning method based upon the student's school-supervised vocational method of instruction. Valid options are: • 1 - Co-op • 2 - Supervised Occupational Experience • 3 - Simulation • 4 - Internship • 5 - Other • 6 - None Multiple codes are separated by tildes (~). Numeric, 6 digits	CTEERS > Non-Certificated Learning Methodology CTEERS.nonCertWBL



Data Element	Description	Location
Certificated Learning Methodology	Reports whether or not the student participated in a vocational program which offered a certificate upon completion of the program. Valid options are: • 1 - Youth Apprenticeship Program • 2 - State Certified Coop Edu Skill Standards Program • 3 - Employability Skills Certificate Program • 4 - Business/Industry Certification Program • 5 - None Multiple codes are separated by tildes (~). Numeric, 4 digits	CTEERS > Certificated Learning Methodology CTEERS.certWBL
Certificated Learning Completion	Reports the student's certificated completion status during the reporting year. Options are: • 1 - Met Reqs, Awarded Certificate • 2 - Continuing in Program • 3 - Left Program • 4 - Completed, no certificate Numeric, 1 digit	CTEERS > Certificated Completion CTEERS.completionStatus
Completion Status	Reports the student's status at the end of the reporting year. Options are: • A1 - Continuing • B1 - Transferred • C1 - Completed and Graduated • D1 - Graduated, Program not Completed • D2 - Dropped Out • D3 - Died Alphanumeric, 2 characters	CTEERS > Completion Status CTEERS.completionStatus
Compulsory School Attendance	Reports the two place alpha code of the technical college the student attended for the reason of compulsory school attendance pursuant to §118.15(1) Wisconsin Stature. Alphanumeric, 2 characters	CTEERS > Compulsory School Attendance CTEERS.compulsoryAtt



Data Element	Description	Location
Youth Options Attendance	Reports the two-character alphabetic code of the technical college or university the student attended for reason of Youth Options persuant to §118.55 Wisconsin Stature where an approved DPI form PI-8700 is on file at the secondary district. Alphanumeric, 4 characters	CTEERS > Youth Options Attendance CTEERS.youthOptionsAtt
Adv. Standing Participation	Reports the two letter code of the technical college the student attended for participated in articulated course(s) for advanced standing during the reporting year that would enable the student to be eligible for technical college credit upon enrollment. Alphanumeric, 2 characters	CTEERS > Adv Standing Cred - Participation CTEERS.advStandingParticipation
Adv. Standing Completion	Reports whether or not the student fulfilled requirements for high school credit for any of the articulated course(s) for advanced standing during the reporting year that would enable the student to be eligible for technical college credit upon enrollment. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Adv Standing Cred - Completion CTEERS.advStandingCompletion
Transcript Participation	Reports the two letter code of the technical college the student attended for participation in articulated course(s) for transcripted (dual) technical college credit during the reporting year. Alphanumeric, 2 characters	CTEERS > Transcripted Cred - Participation CTEERS.transcriptParticipation



Data Element	Description	Location
Transcript Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the articulated course(s) for transcripted (dual) technical college credit that the student participated in during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS >Transcripted Cred - Completion CTEERS.transcriptCompletion
Apprentice Participation	Reports the two letter code of the technical college or 4-digit university code of the school the student participated in articulated course(s) related to youth apprenticeship for transcripted (dual) credit or advanced standing during the reporting year. Alphanumeric, 4 characters	CTEERS > Youth Apprentice - Participation CTEERS.apprenticeParticipation
Apprentice Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the articulated course(s) related to youth apprenticeship for transcripted (dual) credit or advanced standing with a technical college or university the student participated in during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Youth Apprentice - Completion CTEERS.apprenticeCompletion
University Participation	Reports the four digit university code of the school the student participated in course(s) for transcripted (dual) credit during the reporting year. Alphanumeric, 4 characters	CTEERS > University- Participation CTEERS.universityParticipation



Data Element	Description	Location
University Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the course(s) for transcripted (dual) credit during the reporting year.	CTEERS > University-Completion CTEERS.universityCompletion
	Valid values include Y, N or X.	
	Alphabetic, 1 character	

HTML Format Report Layout

Data Element	Description	Location
District Number	A unique state-defined number assigned to each district.	District Information > State District Number
	Numeric, 4 digits	District.number
School Number	A code assigned and maintained by the local school district that is unique for each school in the district.	School Information > State School Number
		School.number
	Numeric, 4 digits	
Resident District	The district in which the student resides.	Enrollments > State Reporting Fields > Resident District
	Alphanumeric, 4 characters	Enrollment.resident District
Student Number	State-assigned student identification number.	Demographics > State ID
	When the student number is more than 10 digits, the value will be truncated to meet the 10-digit length. Numeric, 10 digits	Person.stateID



Data Element	Description	Location
Grade	Grade level of student's enrollment. Valid grade level codes include 11, 12 or 13. Grade 13 is for CTEERS only. When marked on the State Reporting Enrollment Record, this value reports regardless of what is selected in the Grade field on the General Enrollment Record editor. Numeric, 2 digits	Enrollments > General Enrollment Information > Grade Enrollment.grade EnrollmentWI.grade13
Last Name	 The legal last name of the student. Punctuation other than hyphens or apostrophes will not be reported. Suffixes (Jr., III, etc.) will be reported after the last name. Alphanumeric, 20 characters	Demographics > Last Name Identity.lastName Demographics > Suffix Identity.suffix
First Name	The legal first name of the student. Punctuation other than hyphens or apostrophes will not be reported. Alphanumeric, 10 characters	Demographics > First Name Identity.firstName
Birth Date	The month, day and year on which the student was born. Date field, 6 digits (MMDDYY)	Demographics > Birth Date Identity.birthDate
Gender	The classification of a student as being male or female. Alphanumeric, 1 character (M or F)	Demographics > Gender Identity.gender



Data Element	Description	Location
Race Ethnicity	The race(s) of the reported student. A maximum of six codes may be reported. Multiple reported codes display with a tilde (~) between each code. See the Race Ethnicity table for more information. Alphanumeric, up to 6 characters	Demographics > Race Ethnicity Identity.raceEthnicity
Characteristic	Defines whether the student is considered Handicapped, English Learners (EL), Disadvantaged or Regular. A maximum of four codes may be reported. Multiple reported codes display with a tilde (~) between each code. See the Characteristic Value for more information. Alphanumeric, 1 character	CTEERS > Characteristic CTEERS.characteristic Special Education > Documents FRAM > Eligibility English Learners (EL) > EL Services
Single Parent	Defines whether the student is unmarried or separated from a spouse and has sole or joint custody of a minor child or children during the reporting period. Bit field, 1 digit	CTEERS > Single Parent CTEERS.singleParent
Student Progress	Defines whether or not the student achieved sufficient credits during the reporting year or move on to the next grade level for the next reporting year or graduate during the current reporting year. Bit field, 1 digit	CTEERS > Student Progress CTEERS .studentProgress



Data Element	Description	Location
Career Plan	Defines whether or not student has a written career plan on file.	CTEERS > Career Plan
	Bit field, 1 digit	CTEERS.careerPlan
Post Grad Prep	Represents the student's informed selected educational program based upon the student's future planned post-high school outcome.	CTEERS > Post HS Career Prep CTEERS.postGradPrep
	See the <u>Post Grad Prep</u> section for more information.	Graduation > Post Grad Plans
	Bit field, 1 digit	
CTE Participant	Reports whether or not student was enrolled in one or more vocational courses during the reporting year.	CTEERS > VE Participant CTEERS.veParticipant
	See the <u>CTE Participant</u> section for more information. Bit field, 1 digit	Scheduling > Courses > NCES Data > SCED Subject Area
Program Area	Describes if the student participated in coursework while enrolled in a vocational program during the reporting year. Valid options are: • A - Ag and Natural Resource • B - Business and Info Tech • H - Health Science • M - Marketing • T - Technology and Engineering A maximum of six codes may be reported. Multiple reported codes display with a tilde (~) between each code. Bit field, 1 digit	CTEERS > Program Area Participant CTEERS.programArea



Data Element	Description	Location
CTE Concentrator	Reports whether or not the student was enrolled in a minimum of one vocational course during the school year which was part of a coherent sequence of three or more courses leading to the student's vocational career objective. Options are: • N - No • 1 - Concentrator in POS • 2 - Concentrator not in POS If N, cells 19-22 will report blank.	CTEERS > CTE Concentrator CTEERS.veContentrator
Instructional Area	Reports the instructional area code of the CTE concentrator corresponding to the focus of the student's planned secondary vocational coherent sequence of courses. Alphanumeric, 6 characters	CTEERS > Instructional Area Code CTEERS.instructionalArea
Non- Certificated Learning Methodology	Reports the learning method based upon the student's school-supervised vocational method of instruction. Valid options are: • 1 - Co-op • 2 - Supervised Occupational Experience • 3 - Simulation • 4 - Internship • 5 - Other • 6 - None Multiple codes are separated by tildes (~). Numeric, 6 digits	CTEERS > Non-Certificated Learning Methodology CTEERS.nonCertWBL



Data Element	Description	Location
Certificated Learning Methodology	Reports whether or not the student participated in a vocational program which offered a certificate upon completion of the program. Valid options are: • 1 - Youth Apprenticeship Program • 2 - State Certified Coop Edu Skill Standards Program • 3 - Employability Skills Certificate Program • 4 - Business/Industry Certification Program • 5 - None Multiple codes are separated by tildes (~). Numeric, 4 digits	CTEERS > Certificated Learning Methodology CTEERS.certWBL
Certificated Learning Completion	Reports the student's certificated completion status during the reporting year. Options are: • 1 - Met Reqs, Awarded Certificate • 2 - Continuing in Program • 3 - Left Program • 4 - Completed, no certificate Numeric, 1 digit	CTEERS > Certificated Completion CTEERS.completionStatus
Completion Status	Reports the student's status at the end of the reporting year. Options are: • A1 - Continuing • B1 - Transferred • C1 - Completed and Graduated • D1 - Graduated, Program not Completed • D2 - Dropped Out • D3 - Died Alphanumeric, 2 characters	CTEERS > Completion Status CTEERS.completionStatus
Compulsory School Attendance	Reports the two place alpha code of the technical college the student attended for the reason of compulsory school attendance pursuant to §118.15(1) Wisconsin Stature. Alphanumeric, 2 characters	CTEERS > Compulsory School Attendance CTEERS.compulsoryAtt



Data Element	Description	Location
Youth Options Attendance	Reports the two-character alphabetic code of the technical college or university the student attended for reason of Youth Options persuant to §118.55 Wisconsin Stature where an approved DPI form PI-8700 is on file at the secondary district. Alphanumeric, 4 characters	CTEERS > Youth Options Attendance CTEERS.youthOptionsAtt
Adv. Standing Participation	Reports the two letter code of the technical college the student attended for participated in articulated course(s) for advanced standing during the reporting year that would enable the student to be eligible for technical college credit upon enrollment. Alphanumeric, 2 characters	CTEERS > Adv Standing Cred - Participation CTEERS.advStandingParticipation
Adv. Standing Completion	Reports whether or not the student fulfilled requirements for high school credit for any of the articulated course(s) for advanced standing during the reporting year that would enable the student to be eligible for technical college credit upon enrollment. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Adv Standing Cred - Completion CTEERS.advStandingCompletion
Transcript Participation	Reports the two letter code of the technical college the student attended for participation in articulated course(s) for transcripted (dual) technical college credit during the reporting year. Alphanumeric, 2 characters	CTEERS > Transcripted Cred - Participation CTEERS.transcriptParticipation



Data Element	Description	Location
Transcript Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the articulated course(s) for transcripted (dual) technical college credit that the student participated in during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Transcripted Cred - Completion CTEERS.transcript Completion
Apprentice Participation	Reports the two letter code of the technical college or 4-digit university code of the school the student participated in articulated course(s) related to youth apprenticeship for transcripted (dual) credit or advanced standing during the reporting year. Alphanumeric, 4 characters	CTEERS > Youth Apprentice - Participation CTEERS.apprenticeParticipation
Apprentice Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the articulated course(s) related to youth apprenticeship for transcripted (dual) credit or advanced standing with a technical college or university the student participated in during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Youth Apprentice - Completion CTEERS.apprenticeCompletion
University Participation	Reports the four digit university code of the school the student participated in course(s) for transcripted (dual) credit during the reporting year. Alphanumeric, 4 characters	CTEERS > University- Participation CTEERS.universityParticipation



Data Element	Description	Location
University Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the course(s)	CTEERS > University- Completion CTEERS.universityCompletion
	for transcripted (dual) credit during the reporting year.	CTERS.universityCompletion
	Valid values include Y, N or X.	
	Alphabetic, 1 character	

Detail Format Report Layout

Data Element	Description	Location
Data Liement	Description	Location
District Number	A unique state-defined number assigned to each district.	District Information > State District Number
	Numeric, 4 digits	District.number
School Number	A code assigned and maintained by the local school district that is unique for each school in the district. Numeric, 4 digits	School Information > State School Number School.number
School Name	Reports the student's school of enrollment. Alphanumeric, 25 characters	School Information > State School Name School.name
Resident District	The district in which the student resides. Numeric, 4 digits	Enrollments > State Reporting Fields > Resident District Enrollment.residentDistrict
Student Number	State-assigned student identification number. When the student number is more than 10 digits, the value will be truncated to meet the 10-digit length. Numeric, 10 digits	Demographics > Person Identifiers > State ID Person.stateID



Data Element	Description	Location
Grade	Grade level of student's enrollment. Valid grade level codes include 11, 12 or 13. Grade 13 is for CTEERS only. When marked on the State Reporting Enrollment Record, this value reports regardless of what is selected in the Grade field on the General Enrollment Record editor. Numeric, 2 digits	Enrollments > General Enrollment Information > Grade Enrollment.grade EnrollmentWI.grade13
Enrollment Type	Reports the student's enrollment type - Primary (P), Partial (S), or Special Ed Services (N). Alphabetic, 1 character	Enrollments > General Enrollment Information > Service Type Enrollment.serviceType
Enrollment Start Date	Reports the start date of the student's enrollment. Date field, 10 characters (MM/DD/YYYY)	Enrollment > General Enrollment Information > Start Date Enrollment.startDate
Enrollment End Date	Reports the end date of the student's enrollment. Date field, 10 characters (MM/DD/YYYY)	Enrollment > General Enrollment Information > End Date Enrollment.endDate
Enrollment End Status	Reports the end status of the student's enrollment. Alphabetic, 3 characters	Enrollment > General Enrollment Information > End Status Enrollment.endStatus
Last Name	 The legal last name of the student. Punctuation other than hyphens or apostrophes will not be reported. Suffixes (Jr., III, etc.) will be reported after the last name. 	Demographics > Last Name Identity.lastName Demographics > Suffix
	Alphanumeric, 20 characters	Identity.suffix



Data Element	Description	Location
First Name	The legal first name of the student. Punctuation other than hyphens or apostrophes will not be reported.	Demographics > First Name Identity.firstName
	Alphanumeric, 10 characters	
Birth Date	The month, day and year on which the student was born. Date field, 6 digits (MMDDYY)	Demographics > Birth Date Identity.birthDate
Gender	The classification of a student as being male or female. Alphanumeric, 1 character (M or F)	Demographics > Gender Identity.gender
Race Ethnicity	The race(s) of the reported student. A maximum of six codes may be reported. Multiple reported codes display with a tilde (~) between each code. See the Race Ethnicity table for more information. Alphanumeric, up to 6 characters	Demographics > Race Ethnicity Identity.raceEthnicity
Characteristic	Defines whether the student is considered Handicapped, English Learners (EL), Disadvantaged or Regular. A maximum of four codes may be reported. Multiple reported codes display with a tilde (~) between each code. See the Characteristic Value for more information. Alphanumeric, 1 character	CTEERS > Characteristic CTEERS.characteristic



Data Element	Description	Location
Single Parent	Defines whether the student is unmarried or separated from a spouse and has sole or joint custody of a minor child or children during the reporting period. Alphanumeric, 1 character (Y or N)	CTEERS > Single Parent CTEERS.singleParent
Student Progress	Defines whether or not the student achieved sufficient credits during the reporting year or move on to the next grade level for the next reporting year or graduate during the current reporting year. Alphanumeric, 1 character (Y or N)	CTEERS > Student Progress CTEERS .studentProgress
Career Plan	Defines whether or not student has a written career plan on file. Alphanumeric, 1 character (Y or N)	CTEERS > Career Plan CTEERS.careerPlan
Post Grad Prep	Represents the student's informed selected educational program based upon the student's future planned post-high school outcome. See the Post Grad Prep section for more information. Alphanumeric, 1 character (Y or N)	CTEERS > Post HS Career Prep CTEERS.postGradPrep Graduation > Post Grad Plans
CTE Participant	Reports whether or not student was enrolled in one or more vocational courses during the reporting year. See the CTE Participant section for more information. Alphanumeric, 1 character (Y or N)	CTEERS > VE Participant CTEERS.veParticipant Courses > NCES Data > SCED Subject Area



Data Element	Description	Location
Program Area	Describes if the student participated in coursework while enrolled in a vocational program during the reporting year. Valid options are: • A - Ag and Natural Resource • B - Business and Info Tech • H - Health Science • M - Marketing • T - Technology and Engineering A maximum of six codes may be reported. Multiple reported codes display with a tilde (~) between each code. Alphanumeric, 1 character	CTEERS > Program Area Participant CTEERS.programArea
CTE Concentrator	Reports whether or not the student was enrolled in a minimum of one vocational course during the school year which was part of a coherent sequence of three or more courses leading to the student's vocational career objective. Options are: • N - No • 1 - Concentrator in POS • 2 - Concentrator not in POS If N, cells 19-22 will report blank.	CTEERS > CTE Concentrator CTEERS.veContentrator
Instructional Area	Reports the instructional area code of the CTE concentrator corresponding to the focus of the student's planned secondary vocational coherent sequence of courses.	CTEERS > Instructional Area Code CTEERS.instructionalArea
	Alphanumeric, 6 characters	



Data Element	Description	Location
Non- Certificated Learning Methodology	Reports the learning method based upon the student's school-supervised vocational method of instruction. Valid options are: • 1 - Co-op • 2 - Supervised Occupational Experience • 3 - Simulation • 4 - Internship • 5 - Other • 6 - None Multiple codes are separated by tildes (~). Numeric, 6 digits	CTEERS > Non-Certificated Learning Methodology CTEERS.nonCertWBL
Certificated Learning Methodology	Reports whether or not the student participated in a vocational program which offered a certificate upon completion of the program. Valid options are: • 1 - Youth Apprenticeship Program • 2 - State Certified Coop Edu Skill Standards Program • 3 - Employability Skills Certificate Program • 4 - Business/Industry Certification Program • 5 - None Multiple codes are separated by tildes (~). Numeric, 4 digits	CTEERS > Certificated Learning Methodology CTEERS.certWBL
Certificated Learning Completion	Reports the student's certificated completion status during the reporting year. Options are: • 1 - Met Reqs, Awarded Certificate • 2 - Continuing in Program • 3 - Left Program • 4 - Completed, no certificate	CTEERS > Certificated Completion CTEERS. completionStatus



Data Element	Description	Location
Completion Status	Reports the student's status at the end of the reporting year. Options are: • A1 - Continuing • B1 - Transferred • C1 - Completed and Graduated • D1 - Graduated, Program not Completed • D2 - Dropped Out • D3 - Died Alphanumeric, 2 characters	CTEERS > Completion Status CTEERS. completionStatus
Compulsory School Attendance	Reports the two place alpha code of the technical college the student attended for the reason of compulsory school attendance pursuant to §118.15(1) Wisconsin Stature. Alphanumeric, 2 characters	CTEERS > Compulsory School Attendance CTEERS.compulsoryAtt
Youth Options Attendance	Reports the two-character alphabetic code of the technical college or university the student attended for reason of Youth Options persuant to §118.55 Wisconsin Stature where an approved DPI form PI-8700 is on file at the secondary district. Alphanumeric, 4 characters	CTEERS > Youth Options Attendance CTEERS.youthOptionsAtt
Adv. Standing Participation	Reports the two letter code of the technical college the student attended for participated in articulated course(s) for advanced standing during the reporting year that would enable the student to be eligible for technical college credit upon enrollment. Alphanumeric, 2 characters	CTEERS > Adv Standing Cred - Participation CTEERS.advStandingParticipation



Data Element	Description	Location
Adv. Standing Completion	Reports whether or not the student fulfilled requirements for high school credit for any of the articulated course(s) for advanced standing during the reporting year that would enable the student to be eligible for technical college credit upon enrollment. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Adv Standing Cred - Completion CTEERS.adv StandingCompletion
Transcript Participation	Reports the two letter code of the technical college the student attended for participation in articulated course(s) for transcripted (dual) technical college credit during the reporting year. Alphanumeric, 2 characters	CTEERS > Transcripted Cred - Participation CTEERS.transcriptParticipation
Transcript Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the articulated course(s) for transcripted (dual) technical college credit that the student participated in during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Transcripted Cred - Completion CTEERS.transcript Completion
Apprentice Participation	Reports the two letter code of the technical college or 4-digit university code of the school the student participated in articulated course(s) related to youth apprenticeship for transcripted (dual) credit or advanced standing during the reporting year. Alphanumeric, 4 characters	CTEERS > Youth Apprentice - Participation CTEERS.apprenticeParticipation



Data Element	Description	Location
Apprentice Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the articulated course(s) related to youth apprenticeship for transcripted (dual) credit or advanced standing with a technical college or university the student participated in during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > Youth Apprentice - Completion CTEERS.apprenticeCompletion
University Participation	Reports the four digit university code of the school the student participated in course(s) for transcripted (dual) credit during the reporting year. Alphanumeric, 4 characters	CTEERS > University- Participation CTEERS.universityParticipation
University Completion	Reports whether or not the student fulfilled the requirements for high school credit for any of the course(s) for transcripted (dual) credit during the reporting year. Valid values include Y, N or X. Alphabetic, 1 character	CTEERS > University- Completion CTEERS.universityCompletion

Race Ethnicity

The following Race/Ethnicity codes are available:

Code	Description
Н	Hispanic
A	Asian
В	Black/African American
1	American Indian/Alaska Native
P	Pacific Islander/Hawaiian
W	White



The following defines reporting logic for this field:

- A minimum of one Race/Ethnicity code must be selected for each student. If one code is reported, the student must not be considered Hispanic.
- If the student is considered Hispanic, a minimum of two codes will be reported, with a tilde (~) separating the codes (i.e., H~I).
- If the student is considered to be multiple ethnicities, a maximum of six codes will be reported, with each ethnicity separated by a tilde (~) (i.e., A~W).