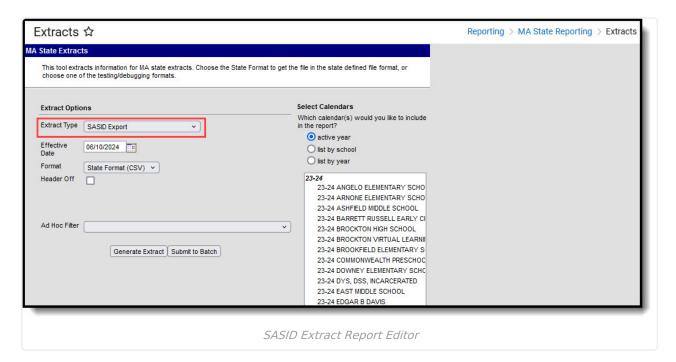# SASID Export (Massachusetts)

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

[Report Example](#) | [Report Layout](#)

Tool Search: Extracts

The SASID Export reports students who do not have a SASID, to be sent to the Massachusetts Department of Education.

SASID Extract Report Editor

Report Logic

Report all students when (Census > People > Person Information > Person Identifiers > State ID) is blank OR if (Census > People > Person Information > Person Identifiers > State ID) is "411".
Only include students that have an age that is >= 2 years 9 months and students that have an age that is <= 22 years

Generating the SASID Extract

1. Select *SASID Extract* as the **Extract Type**.
2. Enter an **Effective Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
3. Select the **Format** in which the report should generate. Use *State Format (CSV)* for submission to the state and *HTML* or *XML* for data review and verification.
4. If desired, mark **Header Off** to remove the header from the extract.
5. Select an **Ad hoc Filter** to limit records reported.
6. Indicate which **Calendar(s)** should be included in the report.
7. Click **Generate Extract** to view the report in the selected format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting a SASID export request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process allows larger reports to generate in the background, without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the Batch Queue article.

Report Example

SASID Export Example - State Format (CSV)

SASID Export Example - HTML Format

Report Layout

Element	Description	Type, Format, and Length	Campus UI and Database Location
LASID	The locally assigned student identification number.	Alphanumeric, 5 characters	Demographics > Student Number Enrollment. localStudentNumber

Element	Description	Type, Format, and Length	Campus UI and Database Location
First Name	The student's first name.	Alphanumeric, 50 characters	Demographics > First Name Identity.firstName
Middle Name	The student's middle name.	Alphanumeric, 50 characters	Demographics > Middle Name Identity.middleName
Last Name	The student's last name. Suffix also reports in this field, if applicable.	Alphanumeric, 50 characters	Demographics > Last Name Identity.lastName
Suffix	The student's suffix.	Alphanumeric, 2 characters	Demographics > Suffix Identity.suffix
Date of Birth	The student's birth date.	Date, 10 characters MM/DD/YYYY	Demographics > Birth Date Identity.birthDate
City of Birth	The student's city of birth.	Alphanumeric, 50 characters	Demographics > Town of Birth Identity.birthCity

Element	Description	Type, Format, and Length	Campus UI and Database Location

Gender	The student's gender.
	Logic reports a Gender value as follows:
	1. Report "F" when a non-binary flag does not exist and Gender (Census > People > Demographics > Gender) = Female.
	2. Report "M" when a non-binary flag does not exist and Gender (Census > People > Demographics > Gender) = Male.
	3. Report "N" when the student is assigned a Flag on the Flags tab (Student Information > General > Flags), where the following are true:
	   1. Start Date of flag is on or before extract Effective Date.
	   2. End Date of flag is after extract Effective Date or is Null.
	   3. The flag must have a Code of "GndrNB" (Program Admin > Flags > Flags Detail > Code).
	   4. The flag must have State Reported checked.
		Alphanumeric, 1 character	Demographics > Gender
			
			Identity.gender

Town of Residence	The student's town of residence.	Alphanumeric, 10 characters	Enrollments > State Reporting Fields > City/Town of Residence Enrollment.fiscalTown
SASID	Reports blank.	N/A	N/A