

SERVS Extract - Student Graduation Requirements (Minnesota)

Last Modified on 10/21/2024 8:20 am CDT

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Tool Search: SERVS Extract

The Student Graduation Requirements Record is used for submitting data on students who have been granted a “Pass at Individual Rate” status under the GRAD graduation rule (i.e. those students who entered grade 8 in 2005-2006 or later). Graduation Requirements records should not be submitted for students under the BST graduation rule. Only students who were granted a “Pass at Individual Rate” status under the GRAD graduation rule should be submitted in this file.

Report Logic

The following business rules are used:

- If Grad Path Math selection is not equal to null, the student will be reported.
- If Grad Path Reading selection is not equal to null, the student will be reported
- If Grad Path Writing selection is not equal to null, the student will be reported.

A student may have up to three records reported, one for Grad Path Math, Grad Path Reading and Grad Path Writing. These options are selected on the student's [Graduation](#) tab.

The following fields can only be filled out once a student has entered 9th grade:
 Date First Entered the 9th Grade
 NGA Cohort End Year
 NCLB Cohort End Year

Enrollment Data: ROBBINSDALE (iemn site) (0281)
 Graduation Detail: ROBBINSDALE (iemn site) (0281)
 General Graduation Information
 State Reporting Graduation Fields

Grad Path Math	Grad Path Math Date
<input type="text"/>	<input type="text"/>
Grad Path Reading	Grad Path Reading Date
<input type="text"/>	<input type="text"/>
Grad Path Writing	Grad Path Writing Date
<input type="text"/>	<input type="text"/>

Graduation fields included in this extract.

When generating the Student Graduation Requirements extract, Date Range on the extract editor determines which students report. If a student has an enrollment record or within the Date Range, a record reports.

Student Graduation Record Layout

If the **Report Legal Name When Provided** is marked, Demographics fields report from Census > People > Identities > Active Identity > Protected Identity Information.

Data Element	Description & Format	Campus Location
Record ID	Type of extract being reported. Will always report GRR. <i>Alphabetic, 3 characters</i>	Not dynamically stored
Record Version	Reports a value of 03. <i>Numeric, 2 digits</i>	Not dynamically stored
State Unit Number	The four-digit district number of the reporting district. <i>Numeric, 4 digits</i>	System Administration > Resources > District Information > District Number District.Number
State Unit Type	District type assigned to the district by the Minnesota Department of Education. <i>Numeric, 2 digits</i>	System Administration > Resources > District Information > Type District.Type
State Site Number	Number assigned to the school by the school district. <i>Numeric, 3 digits</i>	System Administration > Resources > School > School Detail > State School Number School.number
Last Name	Student's legal last name <i>Alphanumeric, 40 characters</i>	Census > People > Demographics > Person Information > Last Name Identity.lastName
First Name	Student's legal first name <i>Alphanumeric, 40 characters</i>	Census > People > Demographics > Person Information > First Name Identity.firstName

Data Element	Description & Format	Campus Location
Middle Name	Student's middle name <i>Alphanumeric, 40 characters</i>	Census > People > Demographics > Person Information > Middle Name Identity.middleName
Suffix	An abbreviation following a person's name indicating the student is assigned a generation (Jr., Sr., III, etc.). <i>Alphanumeric, 5 characters</i>	Census > People > Demographics > Person Information > Suffix Identity.suffix
State Student ID	A unique number assigned to a student by the Minnesota Department of Education. Numeric, 13 digits	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Birth Date	Student's date of birth <i>Date field, 8 characters, YYYYMMDD</i>	Census > People > Demographics > Person Information > Birth Date Identity.birthdate
Gender	Indicates the student's gender <i>Alphabetic, 1 character, M or F</i>	Census > People > Demographics > Person Information > Gender Identity.gender
Local Use ID	Student's local school number (not the state ID number) <i>Numeric, 10 digits</i>	Census > People > Demographics > Person Identifiers > Student Number Person.studentNumber

Data Element	Description & Format	Campus Location
Subject Code	<p>Reports based on whether the record pertains to a Grad Path Math, Grad Path Reading or Grad Path Writing record on the student's Graduation tab.</p> <ul style="list-style-type: none"> • Grad Path Math Record reports as 0101 <ul style="list-style-type: none"> ◦ 0017 SAT ◦ 0020 ACT - Online ◦ 0021 ACT plus Writing - Online ◦ 0022 ACT - Paper ◦ 0023 ACT Plus Writing - Paper • Grad Path Reading Record reports as 0102 <ul style="list-style-type: none"> ◦ 0017 SAT ◦ 0020 ACT - Online ◦ 0021 ACT plus Writing - Online ◦ 0022 ACT - Paper ◦ 0023 ACT Plus Writing - Paper • Grad Path Writing Record reports as 0103 <ul style="list-style-type: none"> ◦ 0017 SAT ◦ 0020 ACT - Online ◦ 0021 ACT plus Writing - Online ◦ 0022 ACT - Paper ◦ 0023 ACT Plus Writing - Paper <p><i>Numeric, 4 digits</i></p>	<p>Student Information > General > Graduation > State Reporting Graduation Fields > Grad Path Math, Grad Path Reading, Grad Path Writing</p> <p>Graduation.gradPathMath Graduation.gradPathReading Graduation.gradPathWriting</p>

Data Element	Description & Format	Campus Location
Method Code	<p>Reports the code selected for the Grad Path Math, Grad Path Reading or Grad Path Writing record.</p> <p>If methodCode '0017', '0020' or '0022' is selected, report '0104' for the subject code.</p> <p>If methodCode '0021' or '0023' is selected, report '0105' for the subject code.</p> <p><i>Numeric, 4 digits</i></p>	<p>Student Information > General > Graduation > State Reporting Graduation Fields > Grad Path Math, Grad Path Reading, Grad Path Writing</p> <p>Graduation.gradPathMath Graduation.gradPathReading Graduation.gradPathWriting</p>
Met	<p>Indicates the student has met graduation requirements with the specified method (Y) or not (N).</p> <p>This field will always report as Y, unless this record is correcting a previous graduation requirement submission.</p> <p><i>Alphanumeric, 1 character, Y or N</i></p>	<p>Student Information > General > Graduation > State Reporting Graduation Fields > Grad Path Math, Grad Path Reading, Grad Path Writing</p> <p>Graduation.gradPathMath Graduation.gradPathReading Graduation.gradPathWriting</p>
Status Date	<p>Reports the date of the associated Grad Path Math, Grad Path Reading or Grad Path Writing.</p> <p><i>Date field, 8 characters</i></p>	<p>Student Information > General > Graduation > State Reporting Graduation Fields > Grad Path Math, Grad Path Reading, Grad Path Writing</p> <p>Graduation.gradPathMath Graduation.gradPathReading Graduation.gradPathWriting</p>
Comment	<p>Currently reports as blank.</p>	<p>N/A</p>

Data Element	Description & Format	Campus Location
<p>Request Reimbursement</p>	<p>Allows the district to request reimbursement for the test taken.</p> <p>If Reimbursement Request is marked for the Grad Path Math, Grad Path Reading, or Grad Path Writing fields, reports as Y for the associated record. Otherwise reports as N.</p> <p><i>Alphanumeric, Y or N</i></p>	<p>Student Information > General > Graduation > State Reporting Graduation Fields > Reimbursement Request</p> <p>Graduation.gradPathMathReimburse Graduation.gradPathReadingReimburse Graduation.gradPathWritingReimburse</p>