

# EL Services

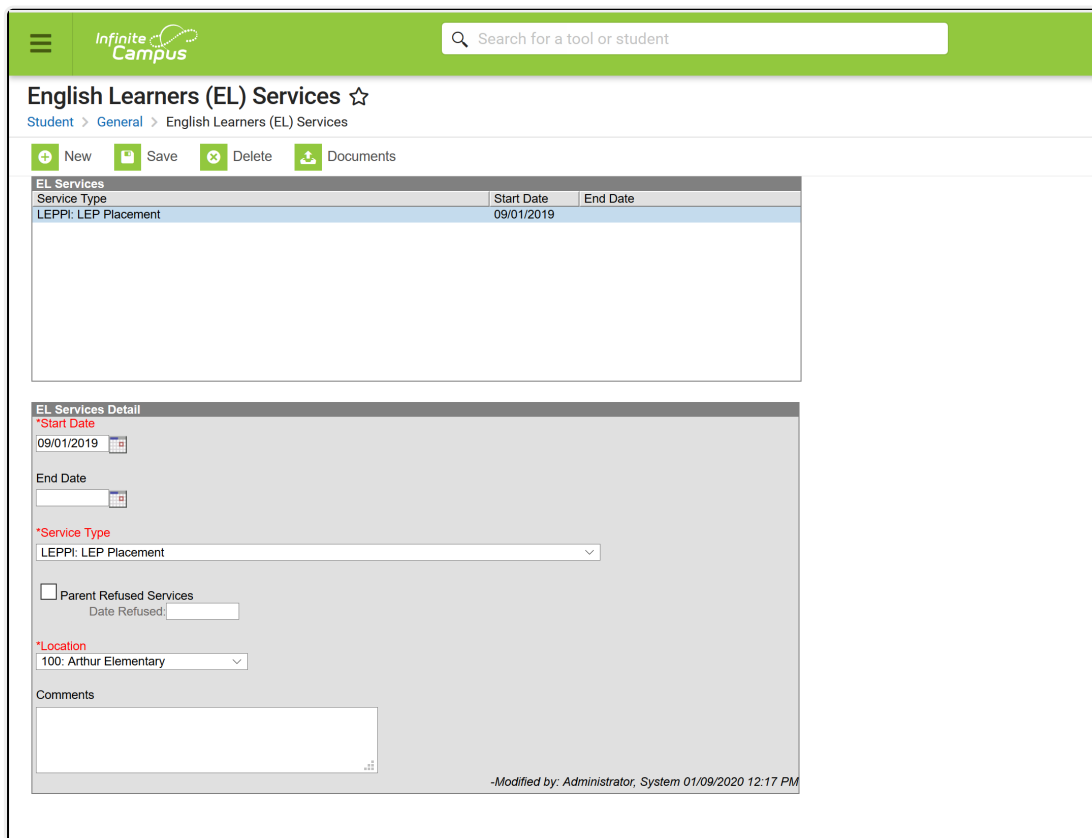
Last Modified on 10/21/2024 8:20 am CDT

[EL Services Information in Ad Hoc Query Wizard](#) | [EL Services Fields](#) | [Enter EL Services](#) | [Print the Service History](#) | [Documents](#)

Tool Search: English Learners (EL) **Services**

The EL Services tab is used to keep track of services a student receives while participating in an EL program. Students may participate in several programs with varying start and end dates.

This tool is read-only for State Edition users.

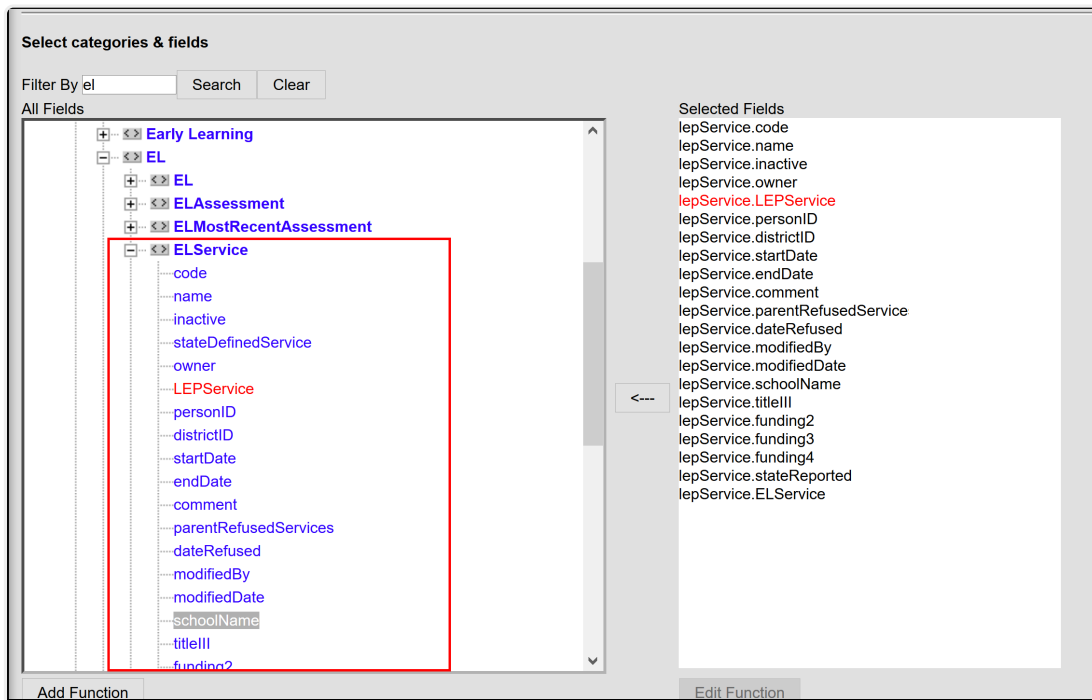


EL Services

## EL Services Information in Ad Hoc Query Wizard

EL Services information is available in the Query Wizard for **Student** data types in **Learner > EL >**

**EL Service** folder.



*EL Services Related Ad hoc Fields*

## EL Services Fields

The following table describes each available field. State-specific EL Services fields may not be included in the table below.

Field	Description	Ad hoc Field
<b>Start Date</b> <i>Required</i>	The start date of the EL service.	lepService.startDate
<b>End Date</b>	The end date of the EL service.	lepService.endDate
<b>Service Type</b> <i>Required</i>	The type of service provided to the student. Service Types are created and maintained via the <a href="#">EL Service Types</a> tool.	lepService.ELService
<b>Parent Refused Services</b>	Indicates the parent refused the EL service.	lepService.parentRefusedService
<b>Date Refused</b>	The date the parent refused the EL service.	lepService.dateRefused
<b>Comments</b>	Comments about the EL service.	lepService.comment

## Enter EL Services

Before a user can enter EL services, [Service Types](#) must be established.

1. Select the **New** button. The EL Services Detail editor will appear on the right.
2. Enter the service **Start Date**.
3. Select the **Service Type**.
4. If the parent refused the service, check the **Parent Refused Services** and enter the **Date Refused** (if necessary).
5. Enter any **Comments** about the service.
6. Select the **Save** icon. The service will appear in the EL Services window.

## Print the Service History

Users can print a detailed history of a student's EL services. Click the **Print Service History** button. The report will appear in a separate window in PDF format.

The screenshot shows the Infinite Campus interface for 'English Learners (EL) Services'. The 'Print Service History' button is highlighted with a red box. A pop-up window displays the following report:

19-20 Elementary		Student, Carrie - EL Services	
Generated on 01/09/2020 12:20:58 PM Page 1 of 1		Grade: 01	State ID: 000000
		EL Status:	
		Date Identified: N/A	Exit Date: N/A

Service Name	State Service Name	Start Date	End Date	Parent Refused	Location	Comment
LEP Placement	EL State Reported Service	09/01/2019		No	Elementary	

*Print Services History*

## Documents

To view documents, click the **Documents** button on the action bar. See the [Student Person Documents](#) article for more information.

English Learners (EL) Services ☆  
Student Information > English Learners > English Learners (EL) Services

New Print Service History Documents

EL Services

Upload Document

Upload Documents

Name	Description	Campus Tool	Size
EL Services Document		Student Information > Program Participation > English Learners (EL) > EL Services	0.29 MB

EL Services Documents