

P-TECH Enrollment File (Maryland)

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This collection captures student-level information for the entire school year and includes student demographics, P-TECH year of enrollment, CIP information, and CTE course enrollment information.

Report Logic

- Reports a record for each unique CTE CIP Code/Course combination for all P-TECH students.
- To report, a student must have an enrollment in at least one of the selected calendars and their enrollment
 - **Start Date** is less than or equal to the extract editor **Effective Date**.
 - **Service Type** is Primary, Partial or Special Ed Services. (Data reports from the most recent Primary enrollment. If no Primary enrollment exists, the most recent enrollment is used.)
 - **Grade** is mapped to a **State Grade Level Code** of 09-12.
- To report, a student must have at least one CTE Program Participation record where all of the following are met:
 - CTE **Start Date** is before the extract editor's **Effective Date**.

- CTE **End Date** is NULL or after the Calendar **Start Date**.
- The record must be associated with a CTE Program in which the State Code (CIP) is not NULL, the State Reported is marked, and the **P-TECH Indicator** is marked.
- If the student is scheduled in a CTE Course, a record reports when all of the following statements are true.
 - Course is associated with the Calendar selected on the extract editor.
 - Roster **Start Date** is before or equal to the extract editor Effective Date.
 - Course **StateCode** is not NULL.
 - Course is **Active**.
 - Course **Number** matches a CTE Course Requirement's **Transcript/Course Number** and is associated with the CTE **State Code (CIP)** of one of the student's CTE records.
 - If there are multiple Roster records for a single course, a distinct record for each Course reports.
 - If the student is not scheduled in any P-TECH courses, a record reports for the CTE Program and the course data elements will be blank.
- Students are NOT included if their:
 - enrollment record is marked as State Exclude;
 - Course is marked as Exclude;
 - Grade Level of enrollment is marked as State Exclude; or
 - Calendar of enrollment is marked as State Exclude. This requirement does NOT apply to Summer School calendars.

Report Editor Fields

Field	Description
Report Type	Determines which P-TECH file is generated.
Effective Date	Data is pulled as of the date selected in this field.
Run Date	The date when the report was generated. This date appears in the Submission Date field on the report.
File Identifier	Uniquely identifies the individual submission.
Exclude Cross-Site Data	Cross-site section enrollment data is not included in the report when checked. <ul style="list-style-type: none"> • <u>Cross-site enrollment</u> functionality must be enabled at the district level for the checkbox to display. • Defaults to checked.
State Grade Level	Determines specific grades to include in the report. Only grade levels from schools active during the report date range display.

Field	Description
Ad Hoc Filter	Select a filter to limit results to students included in the filter.
Format	Determines the format for the report. <ul style="list-style-type: none"> • CSV (Comma Separated) • TXT (Fixed Width State Format) • HTML
Select Calendars	The calendar(s) from which data is pulled for the report.
Generate Extract	The report appears in a separate window in the designated format.
Submit to Batch	This process allows larger reports to be generated in the background without disrupting the use of Campus. See the Batch Queue article for more information about submitting a report to the batch queue.

Report Layout

Element	Description	Location
LEA Number	The two-digit state designation of the local education agency. <i>Numeric, 2 digits</i>	District Information > State District Number District.number
School Number	The four-digit code assigned to the school building. This value reports from the Enrollment associated with the Calendar: If the School Type = 99, the Providing School from the Enrollment reports. Otherwise, this value reports the Home School or the State School Number. <i>Numeric, 4 digits</i>	School Information > SchoolType Enrollment > Special Ed Fields > Providing School Enrollment > State Reporting Fields > Home School School Information > State School Number EnrollmentMD.providingSchool EnrollmentMD.homeSchool School.number

Element	Description	Location
State Assigned Student ID (SASID)	The state-assigned Student State ID. <i>Numeric, 10 digits</i>	Demographics > Student State ID Person.stateID
Local Student ID Number (LASID)	The unique number assigned by the local education agency. <i>Numeric, 10 digits</i>	Demographics > Student Number Person.studentNumber
Last Name	The student's last name. Reports the last name from the current Identity record. Legal Last Name reports. If Legal Last Name is null, the Last Name reports. <i>Alphanumeric, 25 characters</i>	Identities > Current Identity > Legal Last Name or Last Name Identity.legalLastName Identity.lastName
First Name	The student's first name. Reports the first name from the current Identity record. Legal First Name reports. If Legal First Name is null, the First Name reports. <i>Alphanumeric, 15 characters</i>	Identities > Current Identity > Legal First Name or First Name Identity.legalFirstName Identity.firstName
Middle Name	The student's middle name. Reports the middle name from the current Identity record. Legal Middle Name reports. If the Legal Middle Name is null, the Middle Name reports. <i>Alphanumeric, 15 characters</i>	Identities > Current Identity > Middle Name Identity.middleName
Generational Code or Suffix	Any suffix tied to the student's name. Reports the suffix from the current Identity record. If the Legal First Name and Legal Name are not null, Legal Suffix reports. If the Legal First Name and Legal Middle Name are null, Suffix reports. <i>Alphanumeric, 3 characters</i>	Identities > Current Identity > Legal Suffix or Suffix Identity.legalSuffix Identity.Suffix

Element	Description	Location
Preferred Name (OPTIONAL)	An alternative first name preferred by the student. <i>Alphanumeric, 3 characters</i>	Identities > Current Identity > Preferred Name Identity.alias
Date of Birth	The student's date of birth. <i>Date field, 8 characters YYYYMMDD</i>	Identities > Current Identity > Birth Date Identity.birthDate
Grade	The student's grade level. <i>Numeric, 2 digits</i>	Enrollments > General Enrollment Information > Grade Enrollment.grade GradeLevel.stateGrade
Gender	The student's gender. M: Male F: Female X: Non-Binary Reports the gender from the current Identity record. Legal Gender reports. If Legal Gender is null, Gender reports. <i>Alphanumeric, 1 character</i>	Identities > Current Identity > Legal Gender or Gender Identity.legalGender Identity.gender
Hispanic/Latino Ethnicity	Indicates if the student is considered Hispanic/Latino. If Is the individual Hispanic/Latino = Yes, a value of Y is reported. Otherwise, a value of N is reported. <i>Alphanumeric, 1 character</i>	Identities > Current Identity > Race/Ethnicity > Is the individual Hispanic/Latino? Identity.hispanicEthnicity

Element	Description	Location
American Indian/Alaskan Native	<p>Indicates whether the person has origins in any of the original peoples of North and South America (including Central America) and who maintains cultural identification through tribal affiliation or community attachment.</p> <p>1 = Yes 0 = No or Null</p> <p><i>Numeric, 1 digit</i></p>	<p>Identities > Current Identity > Race/Ethnicity > American Indian or Alaska Native</p> <p>IdentityRaceEthnicity.federalCode</p>
Asian	<p>Indicates whether the person has origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. This area includes Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</p> <p>2 = Yes 0 = No or Null</p> <p><i>Numeric, 1 digit</i></p>	<p>Identities > Current Identity > Race/Ethnicity > Asian</p> <p>IdentityRaceEthnicity.federalCode</p>
Black or African American	<p>Indicates whether the person has origins in any of the black racial groups of Africa.</p> <p>3 = Yes 0 = No or Null</p> <p><i>Numeric, 1 digit</i></p>	<p>Identities > Current Identity > Race/Ethnicity > Black or African American</p> <p>IdentityRaceEthnicity.federalCode</p>
Native Hawaiian or Other Pacific Islander	<p>Indicates whether the person has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p> <p>4 = Yes 0 = No or Null</p> <p><i>Numeric, 1 digit</i></p>	<p>Identities > Current Identity > Race/Ethnicity > Native Hawaiian or Other Pacific Islander</p> <p>IdentityRaceEthnicity.federalCode</p>
White	<p>Indicates whether the person has origins in any of the original peoples of Europe, the Middle East, or North Africa.</p> <p>5 = Yes 0 = No or Null</p> <p><i>Numeric, 1 digit</i></p>	<p>Identities > Current Identity > Race/Ethnicity > White</p> <p>IdentityRaceEthnicity.federalCode</p>

Element	Description	Location
Filler	N/A	N/A
P-TECH CIP	<p>The State Code (CIP) associated with the student's CTE Program.</p> <p><i>Alphanumeric, 6 characters</i></p>	<p>Student Information > Academic Planning > Career Tech Program Detail > Program</p> <p>Program Admin > Programs > Career Tech Programs > Career Tech Program Detail > State Code (CIP)</p> <p>Program.code</p>

Element	Description	Location														
<p>P-TECH Yr</p>	<p>The number of years the student has been enrolled in P-TECH program. Campus calculates the number of years from the CTE Start Date of the program.</p> <table border="1" data-bbox="459 510 991 1447"> <thead> <tr> <th data-bbox="459 510 815 611">If the CTE Start Date is...</th> <th data-bbox="815 510 991 611">Reports...</th> </tr> </thead> <tbody> <tr> <td data-bbox="459 611 815 712">less than one year from the Effective Date</td> <td data-bbox="815 611 991 712">1</td> </tr> <tr> <td data-bbox="459 712 815 853">at least one year and less than two years from the Effective Date</td> <td data-bbox="815 712 991 853">2</td> </tr> <tr> <td data-bbox="459 853 815 1032">at least two years and less than three years from the Effective Date</td> <td data-bbox="815 853 991 1032">3</td> </tr> <tr> <td data-bbox="459 1032 815 1211">at least three years and less than four years from the Effective Date</td> <td data-bbox="815 1032 991 1211">4</td> </tr> <tr> <td data-bbox="459 1211 815 1352">at least four years and less than five years from the Effective Date</td> <td data-bbox="815 1211 991 1352">5</td> </tr> <tr> <td data-bbox="459 1352 815 1447">at least five years from the Effective Date</td> <td data-bbox="815 1352 991 1447">6</td> </tr> </tbody> </table> <p><i>Numeric, 1 digit</i></p>	If the CTE Start Date is...	Reports...	less than one year from the Effective Date	1	at least one year and less than two years from the Effective Date	2	at least two years and less than three years from the Effective Date	3	at least three years and less than four years from the Effective Date	4	at least four years and less than five years from the Effective Date	5	at least five years from the Effective Date	6	<p>Student Information > Academic Planning > Career Tech Program > Start Date</p> <p>ProgramParticipation.startDate</p>
If the CTE Start Date is...	Reports...															
less than one year from the Effective Date	1															
at least one year and less than two years from the Effective Date	2															
at least two years and less than three years from the Effective Date	3															
at least three years and less than four years from the Effective Date	4															
at least four years and less than five years from the Effective Date	5															
at least five years from the Effective Date	6															
<p>Filler</p>	<p>N/A</p>	<p>N/A</p>														

Element	Description	Location
SCED Course Code	<p>The School Courses for the Exchange of Data (SCED) code.</p> <p>Campus reports the full SCED Course Code for each unique Course associated with the P-TECH CIP code in the school year selected in the extract editor by concatenating SCED Subject Area and SCED Course Identifier. The student does not report If they dropped the course within the first 5 instructional days of the term when the course began. All others report blank.</p> <p><i>Alphanumeric, 5 characters</i></p>	<p>Course Information > NCES Data > SCED Subject Area</p> <p>Course Information > NCES Data > SCED Course Identifier</p> <p>Course.scedSubjectArea Course.scedCourseID</p>
Local Course Code	<p>The Local Course code designation corresponding with the assigned SCED code.</p> <p>Campus reports each unique Course Number associated with the P-TECH CIP code in the school year selected in the extract editor. The student does not report If they dropped the course within the first 5 instructional days of the term when the course began. All others report blank.</p> <p><i>Alphanumeric, 10 characters</i></p>	<p>Course Information > Number</p> <p>Course.number</p>
Filler	<p>N/A</p>	<p>N/A</p>
Report Yr	<p>The End Year of the Calendar of the student's enrollment.</p> <p><i>Numeric, 4 digits YYYY</i></p>	<p>N/A</p> <p>Enrollment.endYear</p>
Submission Date	<p>The date entered in the Run Date field on the extract editor.</p> <p>Date field, 8 characters YYYYMMDD</p>	<p>P-TECH Extracts > Run Date</p>