Spring Enrollment Count Upload (Montana)

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Location: MT Data Upload > Spring Enrollment Count

The Spring Enrollment Count Upload contains data about spring attendance counts. The upload must be in .tsv format. See the Upload Wizard (Montana) article for more information about this tool.

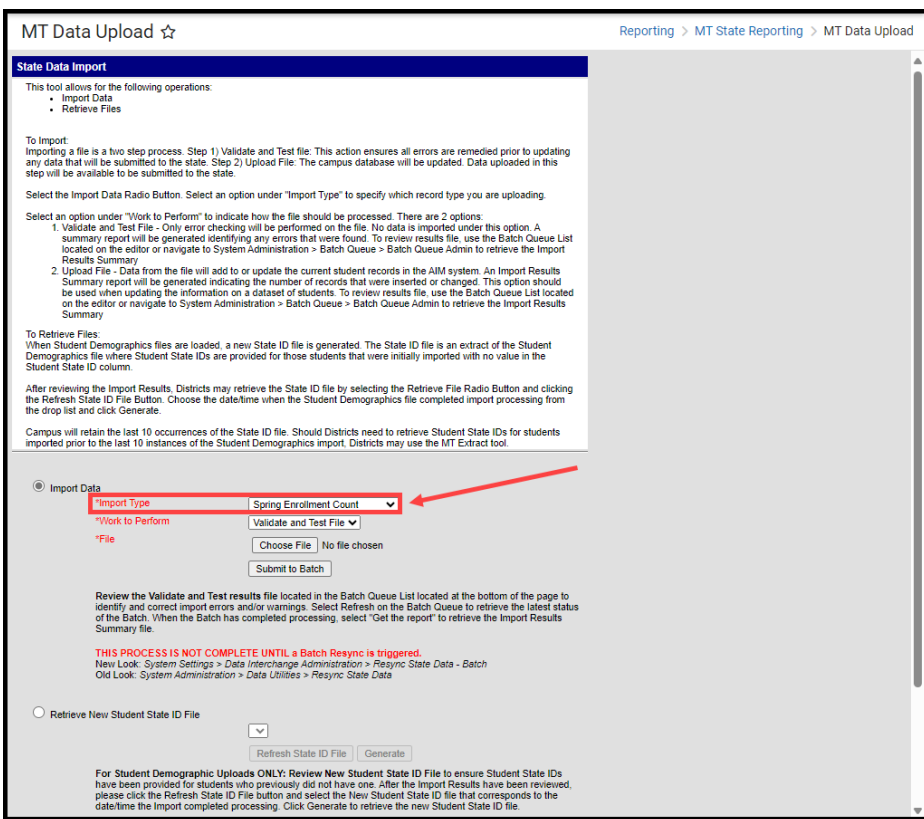*Image 1: Montana Spring Enrollment Count Upload*

Importing Spring Enrollment Count Records

See the Uploading Files section of the MT Data Upload article for detailed information about importing records via the MT Data Upload tool.

The Retrieve New Student State ID File option is only relevant to Student Demographic uploads. Please ignore this option when uploading Attendance -

Spring Enrollment Count Logic

The following logic is used when importing data:

- Logic looks for enrollment records within the calendar instead of matching on schedule structure.
- If a student has multiple enrollment records, the most recent primary enrollment record is imported, unless the import has a start date or is importing off the active flag.
- If the student has multiple enrollment records and no primary enrollment record exists, the Partial or Special Ed enrollment record is used, unless the import has an enrollment type, then existing matching logic is used.
- If the student has multiple enrollment records with the same start date and neither is end dated, the enrollment with the highest enrollment ID is used.

> File import completion does NOT initiate an Enrollment resync.

Header Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Record Type	The abbreviation for the type of file extract generated. This will always report as HD.	Alphanumeric, 2 characters	Not dynamically stored	Not dynamically stored
Date	The most recent date the file was generated.	Date field, 10 characters MM/DD/YYYY	Not dynamically stored	Not dynamically stored
Time	The most recent time the file was generated.	Time field, 8 characters HH:MM:SS	Not dynamically stored	Not dynamically stored
Version	The most current version of the file interface specification and references to the application system. This field will always report as MT9.1.	Alphanumeric, 5 characters	Not dynamically stored	Not dynamically stored

Upload Layout

Data Element	Description	Type, Format and Length	Campus Database and UI Location
Record Type	Always reports a value of "AS" which stands for Attendance Spring Count.	Alphanumeric, 2 characters	N/A
District Number	Unique identifier assigned to the district by the OPI.	String, 4 digits Number is zero padded when necessary.	District.number District Information > State District Number
School Number	This is a unique number assigned by the Office of Public Instruction that identifies the school into which the students are enrolled.	Numeric, 4 digits	School.number School Information > School Number
Calendar Number	This is a unique system number that identifies the calendar(s) chosen on the extract editor.	Numeric, 1-3 digits	Calendar.number Calendar Information
State ID	The reporting student's unique 9-digit statewide student ID number.	String, 9 characters Number is zero padded when necessary.	Person.stateID Demographics > Student State ID
Local ID	Unique student ID number assigned by the school of enrollment.	Numeric, 15 digits	Person.studentNumber Demographics > Person Identifiers > Local Student Number
Last Name	The reporting student's legal last name.	Alphanumeric, 40 characters	Person.lastName Demographics > Last Name
First Name	The reporting student's legal first name.	Alphanumeric, 35 characters	Person.firstName Demographics > First Name

Data Element	Description	Type, Format and Length	Campus Database and UI Location
Exclude Spring ANB	Indicates the student will not be included in ANB calculations according to policy for one of the following reasons: - Absent 11 or more consecutive days prior to and including count date. - Enrolled at Day Treatment facility - KG < 5 years old, without school board approval to attend KG (instead of PK) Values within Campus are updated as follows: - If this value is Y and the Spring ANB field is null on the student's enrollment record, then mark the Spring ANB field on the enrollment record. - If this value is Y and the Spring ANB field is not null on the student's enrollment, the field will remain marked. - If this value is N or null and the Spring ANB field is null on the enrollment record, the field will remain null. - If this value is N or null and the Spring ANB field is not null, the field will updated to a null value.	Alphanumeric, 1 character	Enrollment. truantSem2 Enrollments > State Reporting Fields > Exclude Spring ANB
Aggregate Hours of Instruction	The hours of pupil instruction for which a school course or program is offered or for which a pupil is enrolled. This field will only import a value of null, F, T, H, Q, N or null.	String, 1 character	Enrollment. membership SpringSnapshot Enrollments > State Reporting Fields > Spring Aggregate Hours of Inst
Job Corps	Indicates if the student is enrolled in Job Corps during the Spring Enrollment Count.	Alphanumeric, 1 character	Enrollment. jobCorpsSpring Enrollments > Job Corps

Data Element	Description	Type, Format and Length	Campus Database and UI Location
MT Youth ChalleNGe	Indicates if the student is enrolled in the MT Youth ChalleNGe during the Spring Enrollment Count.	Alphanumeric, 1 character	Enrollment. mtYouthChallengeSpring Enrollments > MT Youth ChalleNGe
Age 19 or 20 Eligible for ANB	Import data for ANB Eligible students who are 19 or 20 years old.	Alphanumeric	Enrollment.ageEligibleSpring Enrollments > Age 19 or 20 Eligible for ANB
Year	The end year of the reporting school year (i.e., 2013 is reported for the 2012-2013 school year.	String, 4 characters	Calendar.endYear Calendar Information > School Years > End Year