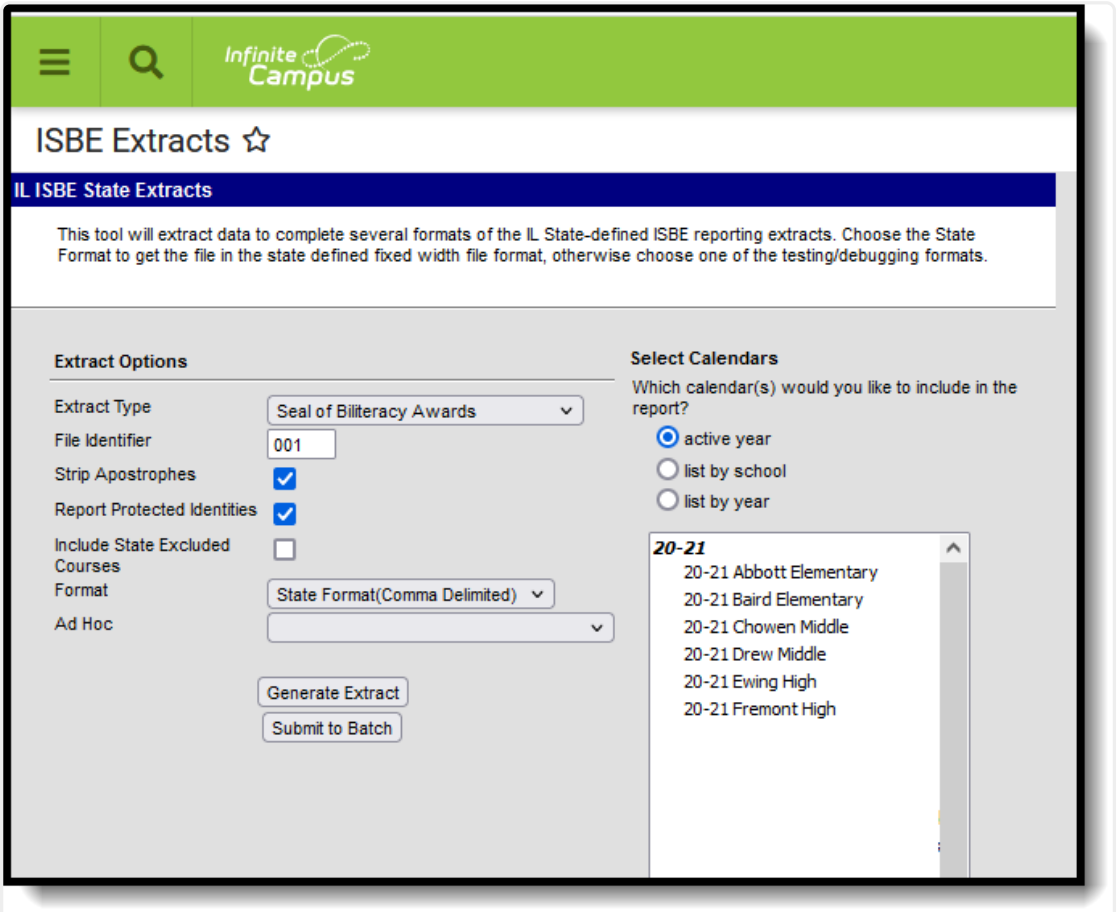
ISBE Seal of Biliteracy Awards Extract (Illinois)

Last Modified on 05/27/2026 12:53 pm CDT

Tool Search: Seal of Biliteracy Awards

The ISBE Seal of Biliteracy Awards Extract reports all students enrolled in grades 11 or 12 as of the Effective Date entered on the report editor who have a State Seal noted on their Graduation tab and who have an Enrollment End Status of 06: Graduated with regular, advanced, IB, or other diploma. The Enrollment End Status must have a State End Status Code mapped to it.



ISBE Seal of Biliteracy Awards Extract

Report Editor

The following fields are available for selection.

Field	Description
Extract Type	Selection determines the extract that is generated. For this instance, select the **Seal of Biliteracy Awards** option.

Field	Description
Effective Date	Entered date is used to return current enrollments for the report. This field automatically populates with the current date, but can be changed by entering a new date in *mm/dd/yyyy* format or by clicking the calendar icon to select a date. This date is required in order to generate the report. • If an enrollment record has an end date before the effective date, that record is not included • If an enrollment record has an end date after the effective date or does not have an end date, that record is included.
File Identifier	Indicates the number attached to the end of the file name and is used to differentiate the file from other files generated.
Strip Apostrophes	When marked, the following marks are removed from student names and other reported data: • Apostrophes ('), Commas (,), Periods (.) • Umlaut (Ö) • Tilde (Ñ) • Grave Accents (Ò), Acute Accents (Ó) • Circumflex (Ô) When not marked, these marks are not removed.
Report Protected Identities	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
Format	Determines how the report generates. Use the **State Format (Comma Delimited)** when submitting the report to the state. Use the **HTML** or **Tab Delimited** option when reviewing data prior to state submission.
Ad hoc	Select a saved ad hoc filter to use when generating this report. Only students included in the filter who meet the reporting requirements will appear in the report.
Calendar Selection	At least one calendar needs to be selected for the report to generate. Calendars can be selected by **Active Year**, **School,** or **Year**. If a calendar is selected in the Campus toolbar, that calendar is automatically selected.
Report Generation	The report can be generated immediately using the **Generate Extract** button. When there is a larger amount of data chosen (several calendars, a large date range, etc.), use the **Submit to Batch** button, which allows the user to choose when the report is generated. See the Batch Queue article for more information.

Generate the Report

1. Select **Seal of Biliteracy** Awards from the **Extract Type** field.
2. Enter the **Effective Date** for the report.

3. Enter a **File Identifier**. This is a three-digit number attached to the file name to differentiate it from other ISBE Demographic and Enrollment Extract files.
4. If desired, mark the **Report Protected Identities** checkbox.
5. Select which **Format** to generate the report in. To preview information before submitting to the state, use the HTML format. When submitting data to the state, use the State Format (Comma Delimited).
6. If desired, select an **Ad hoc Filter** from which to pull the student set.
7. Select which **Calendars** to include within the report.
8. Select the **Generate Extract** button or use the **Submit to Batch** option. The report will appear in a separate window in the designated format.

Seal of Biliteracy Awards Extract Layout

Header Layout

Element	Description	Location
Report Name	The name of the extract being generated. Always report a value of Seal of Biliteracy Awards.	N/A
Student Count	The total number of records generated.	N/A
File Name	EN + RCDT or District Name + _ + Date (mmddyyy)_File Identifier (i.e., Biliteracy_123456789012_09182019_001.txt)	N/A
File Date	The date the extract was generated.	N/A
RCDTS	The Region-County-District-Type-School code that uniquely identifies the school generating the extract. *RRCCCDDDDDTTSSSS, 15 characters*	System Administration > Resources > District Information > State District Number, Type, Region Number, County System Administration > Resources > School > State School Number District.districtID District.county District.region School.number

Extract Layout

Element	Description	Location
Student ID	The student identifier assigned in the ISBE SIS. *Numeric, 9 digits*	Census > People > Demographics > Person Identifies > Student Number Person.studentNumber
SAP ID	The Student ID number used by the school to identify the student within their local system. *Numeric, 50 digits*	Census > People > Demographics > Person Identifiers > State ID Person.studentNumber
Legal Last Name	The student's legal last name. When the Report Protected Identities checkbox is marked on the report editor, the student's last name reports from the Legal Last Name field if populated. *Alphabetical, 30 characters*	Census > People > Identity Information > Last Name Identity.lastName Census > People > Identities > Protected Identity Information > Legal Last Name Identity.legalLastName
Legal First Name	The student's legal first name. When the Report Protected Identities checkbox is marked on the report editor, the student's first name reports from the Legal First Name field if populated. *Alphabetical, 30 characters*	Census > People > Identity Information > First Name Identity.firstName Census > People > Identities > Protected Identity Information > Legal First Name Identity.legalFirstName
Date of Birth	The student's date of birth. *Date field, 10 characters (MM/DD/YYYY)*	Census > People > Demographics > Person Information > Birth Date Identity.birthDate

Element	Description	Location
RCDTS Home School	The Region-County-District-Type-School code that uniquely identifies the elementary, middle/junior, or high school the student attends or would attend if not placed/transferred to another school/program to receive needed services. Identity.birthDate	Student Information > General > Enrollments > State Reporting Fields > Home School District.districtID District.county District.region School.number Enrollment.resident School Enrollment.resident District
School Year	The school year for which the enrollment is applicable. *Numeric, 4 digits (YYYY)*	System Administration > Calendar > Calendar > Calendar > End Date School.endDate
Seal or Commendation	Indicates which seal or commendation the student received. Reports the code selected on the Graduation tab. *Numeric, 2 digits*	Student Information > General > Graduation > State Seal Information > State Seal GraduationSeal.stateSeal
Language of Award	Reports the language code in which the student received the seal. *Numeric, 3 digits*	Student Information > General > Graduation > State Seal Information > Language GraduationSeal.language
Method of Demonstrating English Proficiency	Report selected code regardless of the language selected. *Numeric, 2 digits*	Student Information > General > Graduation > State Seal Information > English Method GraduationSeal.english_method
Method of Demonstrating Proficiency in Language other than English	Report selected code regardless of the language selected. Otherwise, report blank. *Numeric, 2 digits*	Student Information > General > Graduation > State Seal Information > Non-English Method GraduationSeal.nonEnglish_method