# ASSA Student On Roll Detail and Summary [.2152-.2307]

Last Modified on 05/14/2025 9:57 am CDT
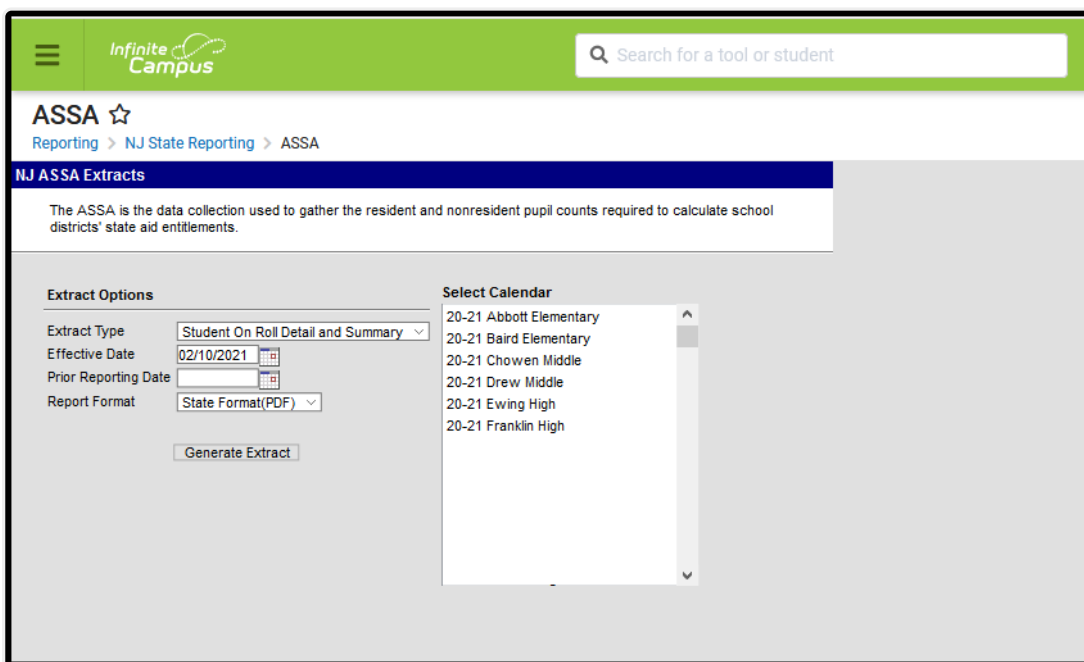
> You are viewing a previous version of this article. See Student On Roll Report for the most current information.

Report Logic | Report Editor | Generate the Report | Report Layout

**Classic View:** NJ State Reporting > ASSA > Student On Roll Detail and Summary

**Search Terms:** ASSA

The ASSA Student On Roll Detail and Summary extract reports enrollment counts for students in preschool, kindergarten, grades 1-12, special education students and adult learners.



*ASSA Student On Roll Detail and Summary*

# Report Logic

This extract counts enrollment totals of the selected school in a certain grade level. Students enrolled on or prior to October 15th of the selected calendar year report. Students must be marked On Roll on the State Reporting Enrollment editor to report.

When generating the report for multiple calendars, the total calculations display for the individual calendars (not summed together for all selected calendars).

# Report Editor

| Field | Description |
|-------|-------------|
| **Extract Type** | Determines which ASSA extract generates. For this extract, choose Student On Roll Detail and Summary. |
| **Effective Date** | Entered date is used to return students actively enrolled as of that date. Dates are entered in *mmddyy* format or can be chosen using the calendar icon. |
| **Prior Reporting Date** | Entered date reflects the date the extracts were reported last year. Dates are entered in *mmddyy* format or can be chosen using the calendar icon. |
| **Report Format** | Determines how the report displays. Use the State Format when submitting the report to the state department. Use other formats (CSV, HTML, PDF, DOCX) when reviewing student data prior to submission. |
| **Calendar Selection** | At least one calendar needs to be selected in order to generate the extract. |

# Generate the Report

1. Select **Student On Roll Detail and Summary** from the **Extract Type** dropdown list.
2. Enter an **Effective Date** (defaults to the current day) in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
3. Enter a **Prior Reporting Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
4. Select the **Report Format** in which you wish to generate the report.
5. Select at least one **Calendar** from the list of options.
6. Click the **Generate Extract** button. The report displays in the selected format.

The **State Format (PDF)** includes a Date/Time stamp to indicate when the report was generated for the All School Total (when generating for more than one calendar) and for an individual calendar.

*Student On Roll Detail and Summary Extract, All School Total (pg 1) - State Format (PDF)*



*Student On Roll Detail and Summary Extract, Individual School Total (pg 2) - State Format (PDF)*



*Student On Roll Detail and Summary Extract - HTML Format*

# Report Layout

| Element Name | Description | Location |
|---|---|---|
| **ASSA Enrollment Category** | Identifies the student's ASSA Enrollment Category.<br><br>If Match Grade Level is selected, the State Grade Level Code is used for reporting the ASSA Enrollment Category value. State Grade Levels 01-12 report as Grade 1-Grade 12.<br><br>See the list of ASSA Enrollment Categories for options.<br><br>*Alphanumeric, 25 characters* | Student Information > General > Enrollments > ASSA Enrollment Category<br><br>Enrollment.assaEnrollmentCategory |
| **School Name** | Identifies the school's name.<br><br>*Alphanumeric, 30 characters* | System Administration > Resources > School > School Detail > Name<br><br>School.name |
| **Total Full Time** | Indicates the total number of full time students on roll.<br><br>*Numeric, 3 digits* | Calculated, value not stored |
| **Total Shared Time** | Indicates the total number of shared time students on roll.<br><br>*Numeric, 3 digits* | Calculated, value not stored |
| **Free Lunch Full Time** | Indicates the total number of full time students enrolled in the free lunch program on roll.<br><br>*Numeric, 3 digits* | Calculated, value not stored |
| **Free Lunch Shared Time** | Indicates the total number of shared time students enrolled in the free lunch program on roll.<br><br>*Numeric, 3 digits* | Calculated, value not stored |
| **Reduced Lunch Full Time** | Indicates the total number of full time students enrolled in the reduced rate lunch program on roll.<br><br>*Numeric, 3 digits* | Calculated, value not stored |

| Element Name | Description | Location |
|---|---|---|
| **Reduced Lunch Shared Time** | Indicates the total number of shared time students enrolled in the reduced rate lunch program on roll.<br><br>*Numeric, 3 digits* | Calculated, value not stored |
| **On Roll Category** | Identifies the student's On Roll category. These are the On Roll Category options:<br>• 1: Regular Program<br>• 2: Charger School Program<br>• 3: Choice Program<br>• 4: Pre K Program<br>• 5: Adult and Post Grad Program<br><br>*Alphanumeric, 30 characters* | Student Information > General > Enrollment > ASSA Reporting Fields > On Roll Category<br><br>Enrollment.onRollCategory |
| **State ID** | A unique identifier assigned to the student by the state.<br><br>*Numeric, 10 digits* | Census > People > Demographics > Person Identifiers > State ID<br><br>Person.stateID |
| **Last Name** | The student's legal first name.<br><br>*Alphanumeric, 50 characters* | Census > People > Identities > Person Information > Last Name<br><br>Identity.lastName |
| **First Name** | The student's legal last name.<br><br>*Alphanumeric, 30 characters* | Census > People > Identities > Person Information > First Name<br><br>Identity.firstName |
| **ASSA Enrollment Category** | Indicates the student's category of enrollment for ASSA programming.<br><br>See the ASSA Enrollment Categories for options.<br><br>*Alphanumeric, 25 characters* | Student Information > General > Enrollments > ASSA Enrollment Category<br><br>Enrollment.assaEnrollmentCategory |
| **FT or Shared Time** | Indicates if the student is full time or shared time.<br><br>*Alphanumeric, 2 characters* | Student Information > General > Enrollment > State Reporting Fields > Shared Time<br><br>Enrollment.sharedTime |

| Element Name | Description | Location |
|---|---|---|
| **Free or Reduced Meal** | Indicates if the student is enrolled in a free or reduced meal program.<br><br>*Alphanumeric, 1 character* | FRAM > Eligibility > Eligibility<br><br>POSEligibility.eligibility |
| **Age on Oct 15** | Identifies the student's age as of October 15.<br><br>*Numeric, 2 digits* | Census > People > Demographics > Person Information > Birth Date<br><br>Identity.birthDate |

# ASSA Enrollment Categories

| Code | Description |
|---|---|
| **Match** | Match Grade Level |
| **Half day 3yrs** | Half Day Preschool 3yrs |
| **Half day 4yrs** | Half Day Preschool 4yrs |
| **Full day 3yrs** | Full Day Preschool 3yrs |
| **Full day 4yrs** | Full Day Preschool 4yrs |
| **Half day KG** | Half Day Kindergarten |
| **Full day KG** | Full Day Kindergarten |
| **Post Grad** | Post Graduate |
| **AHS 15** | Adult HS 15+ Credits |
| **AHS 1-14** | Adult HS 1-14 Credits |
| **Spec ED - ELEM** | Spec Ed - Elementary |
| **Spec Ed - MS** | Spec Ed - Middle School |
| **Spec Ed - HS** | Spec Ed - High School |
| **Age 5-17** | Age 5-17 Only |