

# ASSA Student Sent to CSSD (New Jersey)

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Tool Search: ASSA

The ASSA Student Sent to CSSD Extract reports students enrolled as county special services school district pupils.

ASSA ☆ Reporting > NJ State Reporting > ASSA

**NJ ASSA Extracts**

The ASSA is the data collection used to gather the resident and nonresident pupil counts required to calculate school districts' state aid entitlements.

**Extract Options**

Extract Type:

Reporting Period Start Date:

Reporting Period End Date:

Students w/o stateIDs:

Include Student Detail Report:

State Exclude:

Ad Hoc Filter:

Format:

**Select Calendar**

active year

list by school

list by year

23-24

- 23-24 Abbott High School
- 23-24 Franklin School
- 23-24 Hoover School
- 23-24 Jefferson School
- 23-24 Lincoln School

CTRL-click or SHIFT-click to select multiple

*ASSA Student Sent to CSSD Editor*

## Report Logic

Students meeting the following criteria report:

- The student has active enrollment on or between the prior and effective reporting dates on the editor.
- The student is marked as CSS in Sent/Received Student Category.
- The student is marked as Sent Student.
- The student has a CSSD district selected from the Sent-Recieved County/CSSD/RSD droplist.

## Report Editor

Field	Description
<b>Extract Type</b>	Determines which ASSA extract generates. For this instance, choose <b>Student Sent to CSSD</b> .

Field	Description
<b>Effective Date</b>	Entered date is used to return students actively enrolled as of that date. Dates are entered in <i>mmddyy</i> format or can be chosen using the calendar icon.
<b>Prior Reporting Date</b>	Entered date reflects the date the extracts were reported last year. Dates are entered in <i>mmddyy</i> format or can be chosen using the calendar icon.
<b>Format</b>	Determines how the report displays <ul style="list-style-type: none"> <li>• State Format (CSV w/header): Use when submitting the report to the state department.</li> <li>• HTML: Use when reviewing student data before submission.</li> </ul>
<b>Calendar Selection</b>	At least one calendar needs to be selected to generate the extract.

## Generate the Report

1. Select **Student Sent to CSSD** 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.

	A	B	C	D	E	F	G	H
1	SentCountyMISC	SentStudentCategory	StateID	LastName	FirstName	ASSAEnrollmentCategory	FullSharedTime	MealStatus
2	Hudson	CSS	1234567890	STUDENT	GREG	Grade 5	FT	
3	Ocean	CSS	2345678901	STUDENT	KATHY	Grade 2	FT	
4	Salem	CSS	3456789012	STUDENT	CHRIS	Grade 3	FT	
5	Union	CSS	4567890123	STUDENT	SHAWN	Grade 3	FT	
6								

*ASSA Student Sent to CSSD - State Format (CSV w/header)*

Low Income Out of District Records:4

SentCountyMISC	SentStudentCategory	StateID	LastName	FirstName	ASSAEnrollmentCategory	FullSharedTime	MealStatus
Ocean	CSS	1234567890	STUDENT	CHARLES	Grade 2	ST	
Union	CSS	2345678901	STUDENT	DANNY	Grade 3	FT	
Salem	CSS	3456789012	STUDENT	WADE	Grade 3	ST	
Hudson	CSS	4567890123	STUDENT	RYAN	Grade 5	ST	

*ASSA Student Sent to CSSD - HTML Format*

Sent CSSD	Sent Student Category	State ID	Last Name	First Name	ASSA Enrollment Category	FT or Shared Time	Free or Reduced Meal
COUNTY A	CSS	1234567890	STUDENT	ANDREW	GRADE 2	ST	
COUNTY B	CSS	234567890	STUDENT	BELINDA	GRADE 3	FT	
COUNTY C	CSS	345678901	STUDENT	CHARLES	GRADE 2	FT	

*ASSA Student Sent to CSSD - DOCX Format*

# Report Layout

Data Element	Description	Location
<b>Sent County or Misc</b>	Identifies the County from which the student was sent.  <i>Alphanumeric, 25 characters</i>	Enrollments > ASSA Reporting Fields > Sent/Received County or MISC  Enrollment.sentReceivedCounty
<b>Student Category</b>	Indicates the reason the student was sent/received. Report as CSS.  <i>Alphanumeric, 3 characters</i>	Enrollments > ASSA Reporting Fields > Sent/Received Student Category  Enrollment.sendReceivedStudent
<b>SID</b>	The unique ID assigned to the student by the state.  <i>Numeric, 10 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Student Last Name</b>	The student's legal last name.  <i>Alphanumeric, 50 characters</i>	Census > People > Demographics > Person Information > Last Name  Identity.lastName
<b>Student First Name</b>	The student's legal first name.  <i>Alphanumeric, 50 characters</i>	Census > People > Demographics > Person Information > First Name  Identity.firstName
<b>ASSA Enrollment Category</b>	Identifies the student's ASSA Enrollment Category.  If <b>Match Grade Level</b> is selected, the <b>State Grade Level Code</b> reports the ASSA Enrollment Category value. State Grade Levels 01-12 report as Grade 1-Grade 12.  <i>Alphanumeric, 25 characters</i>	Student Information > General > Enrollments > ASSA Enrollment Category  Enrollment.assaEnrollmentCategory
<b>FT or Shared Time</b>	Indicates if the student is full-time or shared time.  <i>Alphanumeric, 2 characters</i>	Enrollment > State Reporting > Shared Time  Enrollment.sharedTime

Data Element	Description	Location
<b>Free or Reduced Meal</b>	Indicates if the student is enrolled in a free or reduced meal program. Reports as one of the following: <ul style="list-style-type: none"> <li>• F: Free</li> <li>• R: Reduced</li> <li>• N: Paid/Non-reimbursable</li> </ul> <i>Alphanumeric, 1 character</i>	FRAM > Eligibility  FRAM.eligibility