

# ASSA Low Income Out of District

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Tool Search: ASSA

The ASSA Low Income Out of District Extract reports out-of-district students designated as low-income.

*ASSA Low Income Out of District 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 ODL in the Sent/Received Student Category.

## Report Editor

Field	Description
<b>Extract Type</b>	Determines which ASSA extract generates. For this instance, choose <b>Low Income Out of District</b> .
<b>Effective Date</b>	Entered date is used to return students actively enrolled as of that date. Dates are entered in <i>mmdyy</i> format or can be chosen using the calendar icon.

Field	Description
<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 **Low Income Out of District** 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	Ocean	ODL	1234567890	STUDENT	CHARLES	Grade 2	ST	
3	Union	ODL	2345678901	STUDENT	DANNY	Grade 3	FT	
4	Salem	ODL	3456789012	STUDENT	WADE	Grade 3	ST	
5	Hudson	ODL	4567890123	STUDENT	RYAN	Grade 5	ST	
6								

*Low Income Out of District - State Format (CSV w/header)*

Low Income Out of District Records:4							
SentCountyMISC	SentStudentCategory	StateID	LastName	FirstName	ASSAEnrollmentCategory	FullSharedTime	MealStatus
Ocean	ODL	1234567890	STUDENT	CHARLES	Grade 2	ST	
Union	ODL	2345678901	STUDENT	DANNY	Grade 3	FT	
Salem	ODL	3456789012	STUDENT	WADE	Grade 3	ST	
Hudson	ODL	4567890123	STUDENT	RYAN	Grade 5	ST	

*Low Income Out of District - HTML Format*

Sent County MISC	Sent Student Category	State ID	Last Name	First Name	ASSA Enrollment Category	FT or Shared Time	Free or Reduced Meal
COUNTY A	PSD	123456789	STUDENT	ALAN	GRADE 5	FT	
COUNTY B	PSD	234567890	STUDENT	BELINDA	GRADE 3	ST	
COUNTY C	PSD	345678901	STUDENT	CHARLES	GRADE 2	ST	

*Low Income Out of District - DOCX Format*

## Report Layout

Data Element	Description	Location
<b>Sent County or Misc</b>	Identifies the County from which the student was transferred.  <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. Will report as ODL.  <i>Alphanumeric, 3 characters</i>	Enrollments > ASSA Reporting Fields > Sent/Received Student Category  Enrollment.sendRecievedStudent
<b>SID</b>	The unique ID assigned to the student by the state.  <i>Numeric, 10 digits</i>	Census > Demographics > 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, 30 characters</i>	Census > People > Demographics > Person Information > Last 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>	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>	Enrollments > State Reporting > Shared Time  Enrollment.sharedTime

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