State Enrollment Verification Report

Last Modified on 12/14/2025 8:45 pm CST

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Tool Search: State Enrollment Verification Report

This report allows a district to compare its local student enrollment data to that existing at the state level. It should be generated regularly to promote early identification of gaps and inconsistencies in student enrollment data.

Comparing this report's results with those of the State Person Identity Verification Report may help in troubleshooting enrollment issues, as proper person/identity syncing is a precursor to enrollment syncing.

This report is only applicable to users who operate at the district level of a Campus State Edition product.

A BIE-specific report exists. See the [State Enrollment Verification Report (BIE)](#).

The State Enrollment Verification Report layout includes the option to generate three sets of data for comparison:

- Enrollment data existing at the district level, but not at the state level
- Enrollment data existing at the state level, but not the district level
- Enrollment data existing at both the district and state levels, but containing inconsistencies or mismatched information

A summary of the number of enrollments for each of the three data sets will also be returned.

> Data within this report is also available within the [Verification](#) tool of the Data Interchange folder.

Report Logic

The logic used to generate results for this report is the same logic used for the [Resync State Data Tool (District)](#).

The report identifies people who have a district enrollment record that would sync to the state if a resync were performed. Identification of missing/incorrect records is based on students' enrollmentGUID.

Report Editor

The report options page is broken into four areas that control the data sets returned by the report.

Option	Description

Option	Description
Select Which Enrollments To Include	Indicates which enrollments are included in the report. To compare local enrollment records with the enrollment records at State Edition: 1. Verify that the **Selected School Year** field reflects the proper year for the report. If reporting on the 2018-19 school year, 2019 should be displayed in field. This field auto-populates with the ending year of the school year selected in the Year field of the current user's Campus toolbar. 2. Select the **School(s)** to include in the the report results. Select multiple schools by holding the CTRL key while clicking, or select the All Schools options to select all schools within the district. 3. Select the **State Grade** level(s) to include in the report.Select multiple grade levels by holding the CTRL key while clicking, or select the All Students options to select all students, regardless of grade level. The grade levels list is based on the state grade levels that have been mapped to district grade levels. The local district grade levels must be mapped to the same state grade code at both the district and state levels for report totals to be accurate.

Option	Description
Exclude Enrollments Matching Any Of These Additional Criteria	Indicates which of the following options are excluded in the report. Marked options filter out those enrollments. ▸ Click here to expand...

Field	Description
Calendar Exclude	Excludes all students enrolled in a state-excluded calendar (the Exclude checkbox on the Calendar has been checked). Unmarking this checkbox may skew report results, as calendar-excluded enrollments (which do not sync/exist at the state level) would display in the Missing At State section of report results.
No Show	Excludes all students who have been determined "No Show" students (the No Show checkbox on his/her Enrollment record has been checked). Removing this checkbox may skew report results, as no-show enrollments (which do not sync/exist at the state level) would display in the Missing At State section of report results.
State Excluded	Excludes all students whose enrollment has been state-excluded (the State Exclude checkbox on his/her Enrollment tool has been checked). Removing this checkbox may skew report results, as state-excluded enrollments (which do not sync/exist at the state level) would display in the Missing At State section of report results.
State Exclude Grade Levels	Excludes all students enrolled in a state-excluded grade level (per the Exclude From State Reporting checkbox on the Grade Levels tool). Removing this checkbox may skew report results, as state-excluded enrollments (which do not sync/exist at the state level) would display in the Missing At State section of report results.
State Unmapped Grade Levels	Excludes all students enrolled in grade levels that are not mapped to state grades (per the State Grade Level Code field on the Grade Levels tool). Removing this checkbox may skew report results, as state-excluded enrollments (which do not sync/exist at the state level) would display in the Missing At State section of report results.

Option	Description
Select The Enrollment Fields To Compare Between District And State Edition	Indicates which student enrollment information is included in the report. This section of the report pulls from values of fields on the student Enrollments tool. ▶ Click here to expand...

Field	Description
State Grade Level	Displays state grade level mappings that do not match between district and state records.
Start Date	Displays any enrollment Start Dates that do not match between district and state records.
Start Status	Displays any enrollment Start Statuses that do not match between district and state records.
Schedule	Displays student enrollment schedules that do not match between district and state. Values are compared based on GUID instead of names.
Next Calendar	Displays student enrollment records where Next Calendar values do not match between district and state. Values are compared based on GUID instead of names.
Next State Grade Level	Displays student enrollment records where Next State Grade Level values do not match between district and state records.
Drop Out Reason	Displays student enrollment records where Drop Out Reason values do not match between district and state records. This field is only available in Kentucky Editions of Campus.
Service Type	Displays any enrollment Service Types that do not match between district and state records.
End Date	Displays any enrollment End Dates that do not match between district and state records.
End Status	Displays any enrollment End Statuses that do not match between district and state records.
No Show (if included)	Displays any enrollment No Show values that do not match between district and state.
Next Schedule	Displays any enrollment records where Next Schedule values do not match between district and state. Values are compared based on GUID instead of names.
End Action	Displays any enrollment records where End Action values do not match between district and state.

Option	Description
Report Display Options	Determines the information to display on the generated report: ▸ Click here to expand... **Field** / **Description** table below

Field	Description
Show Summary Totals	Displays a summary page with general error totals
Show Enrollment Missing at State	Displays all district-level enrollment records that do not exist at the state level.
Identify Students Missing at State Due to Overlap Prevention	Displays all enrollment records that do not exist at the state because they overlap with another district's enrollment record. This checkbox is intended for use in states where overlap syncing is not allowed, based on the "Strict Prevent with Syncing" option selected from the Enrollment Overlap Behavior field of the state-level System Preferences.
Show Enrollments Missing at District	Displays all state-level enrollment records that do not exist at the district level.
Show Enrollments with a Field Difference	Displays all records that differ between district and state levels.
Show Value at District and State of Each Difference	Displays the details of values that differ between the district and state levels.

Option	Description
Report Format	Selection determines the desired format for the report - PDF, CSV or DOCX.

Generate the Report

Data on this report is queried and presented in the report; it is not stored in the database.

1. Select the enrollments to include by selecting the **School Year, Schools** and **State Grade** levels.
2. Mark which enrollment information to exclude from the report.
3. Mark which enrollment information to include in the report.
4. Select the desired **Report Display Options**.
5. Select the desired format of the report.
6. Click the **Generate Report** button. The report displays in the selected format.

For the PDF and DOCX formats, If the **Show Summary Totals** checkbox was marked, the first page of the report is a summary page, containing data error totals. The subsequent pages of the report will contain details on mismatched data.

18-19 **Traditional High** Generated on 03/19/2019 01:55:41 PM Page 1	**Enrollment Verification Report** Comparison of District Enrollment Data With State Data COUNTY PUBLIC SCHOOLS Verified: 03/19/2019 13:55

Enrollment Verification Results

The Enrollment Verification will compare all enrollment records existing at the district and state in the school year selected for verification. The Details column of the report may suggest a reason related to record differences.

Enrollment Sync Rules

Local and/or state-level settings may intentionally prevent syncing of certain enrollments. The following criteria can prevent enrollments from syncing:

- Individual Enrollment marked as state exclude
- Grade Level marked as state exclude
- System Preference - Enrollment Overlap Behavior ("Strict Prevent with Syncing" value only)
- System Preference - Accept State Excluded Grade Levels and Enrollments ("No" value only)
- Unmapped State/Regional Grade Levels

The success of Enrollment object syncing depends on the successful syncing of these parent objects:

1. District
2. School
3. Calendar
4. ScheduleStructure
5. StructureGradeLevel
6. PersonIdentity

District Verification Summary

Total	District Count	State Count	Missing At State	Missing At District	With Field Difference
COUNTY PUBLIC SCHOOLS - ALL	1723	1720	3	0	6
18-19 Traditional High	1723	1720	3	0	6

Image 2: District Summary Totals

Enrollment Verification Report continued
Comparison of District Enrollment Data With State Data
COUNTY PUBLIC SCHOOLS Verified: 03/19/2019 13:55

Traditional High — 18-19
03/19/2019 01:55:41 PM

18-19 Traditional High - Summary

Total District Count	Total State Count	Missing At State	Missing At District	With Field Difference
1723	1720	3	0	6

18-19 Traditional High - District Records Missing At The State

Student Name	State ID	District Enrollment ID	Start Date	Grade	State Start Status	Details
Student, Azure	123456789	123456789	10/15/2018	09	R21	
Student, Bowie	234567890	234567890	10/11/2018	11	E01	
Student, Cadence	345678901	345678901	10/11/2018	11	R02	

18-19 Traditional High - State Records Missing at District

Student Name	State ID	District Enrollment ID	Start Date	Grade	State Start Status	Details
No Differences						

18-19 Traditional High - Records Having Different Values At State

Student Name	State ID	District Enrollment ID	Start Date	Grade	State Start Status	Details
Student, Azure	123456789	123456789	08/15/2018	12	E01	
End Date	District Value: 10/12/2018		State Value: (null)			
Start Status	District Value: W02		State Value: (null)			
Student, Bowie	234567890	234567890	08/15/2018	09	E01	
End Date	District Value: 09/28/2018		State Value: (null)			
End Status	District Value: W29		State Value: (null)			
Student, Cadence	345678901	345678901	08/15/2018	11	E01	
Start Date	District Value: 09/26/2018		State Value: (null)			
End Date	District Value: W20		State Value: (null)			
Student, Dowling	456789012	456789012	08/15/2018	09	E01	
End Date	District Value: 10/10/2018		State Value: (null)			
End Status	District Value: W02		State Value: (null)			

Image 3: PDF Example

Report Type	School Name	District Count	State Count	Missing At State	Missing At District	With Field Difference	Student Name	State ID	Grade	District Enrollment
District Verification Summary	COUNTY PUBLIC SCHOOLS - ALL	1585	1577	8	0	4				
District Verification Summary	18-19 Emerson High	1585	1577	8	0	4				
District Records Missing At The State	18-19 Emerson High						Student, Asher	123456789	9	1234
District Records Missing At The State	18-19 Emerson High						Student, Abigail	234567890	10	2345
District Records Missing At The State	18-19 Emerson High						Student, Benjamin	345678901	10	3456
District Records Missing At The State	18-19 Emerson High						Student, Bryanna	456789012	10	4567
District Records Missing At The State	18-19 Emerson High						Student, Charles	567890123	10	5678
District Records Missing At The State	18-19 Emerson High						Student, Charlotte	678901234	10	6789
District Records Missing At The State	18-19 Emerson High						Student, David	789012345	11	7890
District Records Missing At The State	18-19 Emerson High						Student, Diana	890123456	10	8901
Records Having Different Values At State	18-19 Emerson High						Student, Eric	901234567	9	9012
Records Having Different Values At State	18-19 Emerson High						Student, Evie	987654321	11	9876
Records Having Different Values At State	18-19 Emerson High						Student, Franklin	876543210	10	8765
Records Having Different Values At State	18-19 Emerson High						Student, Francie	765432109	10	7654

Image 4: CSV Example

Left page (Page 1)

Enrollment Verification Results

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6. PersonIdentity

District Verification Summary

Total	District Count	State Count	Missing At State	Missing At District	With Field Difference
COUNTY PUBLIC SCHOOLS - ALL	1723	1720	3	0	6
18-19 Traditional High	1723	1720	3	0	6

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18-19 Traditional High - Summary

Total District Count	Total State Count	Missing At State	Missing At District	With Field Difference
1723	1720	3	0	6

18-19 Traditional High - District Records Missing At The State

Student Name	State ID	District Enrollment ID	Start Date	Grade	State Start Status	Details
Student, Azure	123456789	123456789	10/15/2018	09	R21	
Student, Bowie	234567890	234567890	10/11/2018	11	E01	
Student, Cadence	345678901	345678901	10/11/2018	11	R02	

18-19 Traditional High - State Records Missing at District

Student Name	State ID	District Enrollment ID	Start Date	Grade	State Start Status	Details
No Differences						

18-19 Traditional High - Records Having Different Values At State

Student Name		State ID	District Enrollment ID	Start Date	Grade	State Start Status	Details
Student, Blake		456789012	456789012	08/15/2018	12	E01	
	End Date	District Value: 10/12/2018		State Value: (null)			
	End Status	District Value: W02		State Value: (null)			
Student, Caroline		4567890123	4567890123	08/15/2018	09	E01	
	End Date	District Value: 09/28/2018		State Value: (null)			
	End Status	District Value: W29		State Value: (null)			
Student, Dylan		5678901234	567890123	08/15/2018	11	E01	
	End Date	District Value: 09/26/2018		State Value: (null)			
	End Status	District Value: W20		State Value: (null)			

Image 5: DOCX Example