

# Enrollments (Idaho)

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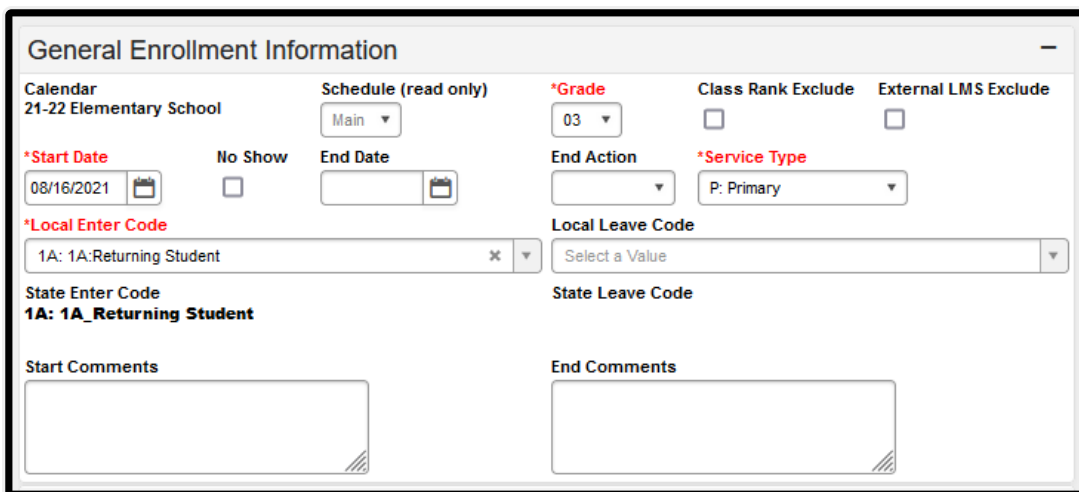
Tool Search: Enrollments

The Enrollment tool displays all occurrences of a student's enrollment in the district. Given this historical perspective, the list could be extensive. By default, enrollments are first sorted by grade level and then by enrollment start date. To reorder the list of enrollments, click the blue headers in the Enrollments Editor list. The list of enrollments can be sorted by Grade, Calendar, Start Date, or End Date.

See the core [Enrollments](#) article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Enrollment records.

## General Enrollment Information

Under General Enrollment Information, both the **Local Enter Code** and the **Local Leave Code** are unique to the state of Idaho. These fields are further described below. The other fields in General Enrollment Information do not require unique, state-specific data. However, many of these fields are required, and data entry in these fields is necessary. For more information on these fields, see the [Enrollments](#) article.



The screenshot shows the 'General Enrollment Information' form. It includes fields for Calendar (21-22 Elementary School), Schedule (read only) with a 'Main' dropdown, \*Grade (03), Class Rank Exclude (checkbox), and External LMS Exclude (checkbox). There are also fields for \*Start Date (08/16/2021), No Show (checkbox), End Date, End Action, and \*Service Type (P: Primary). The \*Local Enter Code is set to '1A: 1A:Returning Student' and the Local Leave Code is 'Select a Value'. The State Enter Code is '1A: 1A\_Returning Student' and the State Leave Code is empty. There are also text areas for Start Comments and End Comments.

*Idaho General Enrollments Editor*

## General Enrollment Field Descriptions

The following data fields are reported in [Student Demographics \(ISEE Extracts\) \(Idaho\)](#).

Data Element	Definition	Location
<b>Start Date</b>	Indicates the student's first day of enrollment in the selected calendar.	<b>Database Location:</b> Enrollment.startDate  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > Core Elements > startDate
<b>End Date</b>	Indicates the student's last day of enrollment in the selected calendar.  The <a href="#">Student Demographics (ISEE Extracts) (Idaho)</a> lists this information as the <i>School Exit Date</i> and <i>District Exit Date</i> .	<b>Database location:</b> Enrollment.endDate  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > Core Elements > endDate
<b>Local Enter Code</b>	The reason for beginning the student enrollment, whether entering the school or district or continuing on from another grade. When creating an enrollment for a student, the student must have a Start Date and a Local Enter Code. An enrollment cannot be saved without data in these fields.  See <a href="#">Local Enter Codes</a> below.	<b>Database Location:</b> Enrollment.startStatus  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > Core Elements > startStatus
<b>Local Leave Code</b>	The circumstances under which the student exited the school's membership.  The <a href="#">Student Demographics (ISEE Extracts) (Idaho)</a> lists this as the <i>School Exit Type</i> and <i>District Exit Type</i> .  See <a href="#">Local Leave Codes</a> below.	<b>Database Location:</b> Enrollment.endStatus  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > Core Elements > endStatus

## State Reporting Fields

Data entries made in the State Reporting Fields section of the Enrollments tool are unique to the state of Idaho and may directly impact how students are reported to the Idaho Department of Education. The data is reported in [Student Demographics \(ISEE Extracts\) \(Idaho\)](#).

Updates to State Reporting fields overwrite previously entered data. To preserve this historical information, create a **new** Enrollment record when changes are needed. Deleting an

Enrollment record is **NOT** recommended.

State Reporting Fields

State Exclude

☐

Alternative Attendance

☐

\*Non-Public Student

Economically Disadvantaged (\$)

☐

Displaced Homemaker

☐

Single Parent

☐

Private School

☐

Typically Developing Peer

☐

Neglected or Delinquent

☐

Max Allowable Periods

Max Allowable Credits

\*At Risk

Resident County

Serving District

Resident District

Serving School

Open Enrolled

On School Grounds

Assessments

Idaho Enrollment State Reporting Fields

## State Reporting Fields Descriptions

Data Element	Definition	Location
<b>Alternative Attendance</b>	Indicates the student's attendance calculation reports in hours to the thousandth decimal place, rather than regular attendance in modified whole-day or half-day calculations.	<b>Database Location:</b> Enrollment.alternativeAttendance  <b>Ad hoc Inquiries:</b> Student > Learner > State Localized Elements > alternativeAttendance

Data Element	Definition	Location								
<b>Non-Public Student</b>	<p>Indicates whether the student is schooled in a non-public school setting.</p> <table><tr><th>Code</th><th>Description</th></tr><tr><td>H</td><td>Home Schooled</td></tr><tr><td>P</td><td>Private Schooled</td></tr><tr><td>X</td><td>Not PH Schooled</td></tr></table> <p>This field is used in conjunction with the Private School checkbox. When this field is selected as 'P: Private Schooled' or the Private School field is marked, the <a href="#">Student Demographics Report</a> lists the value for the <b>phSchool</b> field as 'P'.</p>	Code	Description	H	Home Schooled	P	Private Schooled	X	Not PH Schooled	<p><b>Database</b> <b>location:</b> Enrollment.nonPublic</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; All Enrollments &gt; State Localized Elements &gt; nonPublic</p>
Code	Description									
H	Home Schooled									
P	Private Schooled									
X	Not PH Schooled									
<b>Economically Disadvantaged (S)</b>	<p>Indicates the student is Economically Disadvantaged by a qualified measure that is not NSLP-related.</p>	<p><b>Database Location:</b> Enrollment.disadvantaged</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; Active Enrollment &gt; State Reporting Elements &gt; disadvantaged</p>								
<b>Displaced Homemaker</b>	<p>Indicates the student has a parent or guardian who is unemployed or underemployed, and who is no longer financially supported by their spouse.</p> <p>Displaced homemakers can also include someone who provided unpaid services to family members in the family home.</p>	<p><b>Database</b> <b>Location:</b> Enrollment.displaced-Homemaker</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; Active Enrollment &gt; State Reporting Elements &gt; displaced-Homemaker</p>								
<b>Single Parent</b>	<p>Indicates the student lives in a home with a single parent or guardian. Single-parent families are comprised of a parent/caregiver and one or more dependent children, without the presence and support of a spouse or adult partner who shares the responsibility of parenting.</p>	<p><b>Database</b> <b>Location:</b> Enrollment.singleParent</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; Active Enrollment &gt; State Reporting Elements &gt; singleParent</p>								

Data Element	Definition	Location
<b>Private School</b>	<p>Indicates the student is enrolled in a private school.</p> <p>This field is used in conjunction with the Non-Public School Student. When the Non-Public School field is selected as 'P: Private Schooled' or this field is marked, the Student Demographics Report lists the value for the <b>phSchool</b> field as P.</p>	<p><b>Database</b> <b>Location:</b> Enrollment.privateSchool</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; State Localized Elements &gt; privateSchool</p>
<b>Typically Developing Peer</b>	<p>Indicates an Early Childhood or Pre-Kindergarten student is enrolled as a Typically Developing Peer and acts as a role model for an Early Childhood/Special Education student.</p>	<p><b>Database</b> <b>Location:</b> Enrollment.tdPeer</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; State Localized Elements &gt; tdPeer</p>
<b>Neglected or Delinquent</b>	<p>Indicates whether the student is considered Neglected or Delinquent under the rules of Title 1 D.</p>	<p><b>Database Location:</b> Enrollment.neglectedDelinquent</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; State Localized Elements &gt; neglectedDelinquent</p>
<b>Max Allowable Periods</b>	<p>Maximum number of periods a student may be scheduled into without being charged tuition (district/school policy by specific grade level for period overload situation).</p>	<p><b>Database Location:</b> Enrollment.maxAllowablePeriods</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; Active Enrollment &gt; Custom Enrollment &gt; maxAllowablePeriods</p>
<b>Max Allowable Credits</b>	<p>Maximum number of credits a student may be take without being charged tuition (district/school policy by specific grade level for credit overload situation).</p>	<p><b>Database Location:</b> Enrollment.maxAllowableCredits</p> <p><b>Ad hoc Inquiries:</b> Student &gt; Learner &gt; Active Enrollment &gt; Custom Enrollment &gt; maxAllowableCredits</p>

Data Element	Definition	Location
<b>Resident County</b>	County where the student lives.	<b>Database</b> <b>Location:</b> Enrollment.residentCounty  <b>Ad hoc Inquiries:</b> Student > Learner > Custom Enrollment > residentCounty
<b>At Risk</b>	<p>Indicates if the student is considered to be at risk. At-risk Programs, as defined by the State Department of Idaho (operated through LEAs), target students who are at risk of academic failure, have a drug or alcohol problem, are pregnant or parenting, have been in contact with the juvenile justice system in the past, are at least one year behind the expected age/grade level, have limited English proficiency, are gang members, have dropped out of school in the past, or have a high absenteeism rate at school.</p> <p>A selection of 'Yes' indicates that the student is considered at risk; a selection of 'N' indicates that the student is considered Not At Risk.</p>	<b>Database</b> <b>Location:</b> Enrollment.atRisk  <b>Ad hoc Inquiries:</b> Student > Learner > State Localized Elements > atRisk
<b>Serving School and Serving District</b>	State School identifier where the student receives their education.	<b>Database Location:</b> Enrollment.servingSchool Enrollment.servingDistrict  <b>Ad hoc Inquiries:</b> Student > Learner > Custom Enrollment > activeEnrollment.stateAid
<b>Resident District</b>	District where the student receives their education.	<b>Database Location:</b> Enrollment.residentDistrict  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > State Reporting Elements > residentDistrict

Data Element	Definition	Location
<b>Open Enrolled</b>	Indicates whether a student with residence outside of the base school's designated school boundaries is open-enrolled into the base school at any time during the selected enrollment. Y/N format. Null field reports as N, not null field reports as Y.	<b>Database Location:</b> Enrollment.stateAid  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > State Reporting Elements > stateAid
<b>On School Grounds</b>	Pertains to facilities funding calculated on a per pupil basis using the average daily attendance calculation for each K-12 student at physical facilities that are part of and on the school grounds of the school district in which the student is enrolled, with verification, as needed, by the office of the state board of education. <ul style="list-style-type: none"> <li>Y: Yes</li> <li>N: No</li> <li>X: Not Applicable</li> </ul>	<b>Database Location:</b> Student > Learner > State Localized Elements > es.onSchoolGrounds  <b>Ad hoc Inquiries:</b> Student > Learner > State Localized Elements > onSchoolGrounds
<b>Assessments</b>	Identifies the student as being in-district for the selected assessment. <ul style="list-style-type: none"> <li>NA: Not in District or No Assessment</li> <li>RA: Regular Assessment</li> <li>WA: Regular Assessment with Accommodations</li> <li>AA: Alternative Assessment</li> </ul>	<b>Database Location:</b> EnrollmentID.elaAssessInDistrict EnrollmentID.mathAssessInDistrict EnrollmentID.scienceAssessInDistrict  <b>Ad hoc Inquiries:</b> Student > Learner > State Localized Elements > mathAssessInDistrict / elaAssessInDistrict / scienceAssessInDistrict

## Special Ed Fields

The Special Education Enrollment editor lists the student's assigned Exceptionalities, Special Education Status, and Special Education Environment as entered on the student's locked IEP. Those fields can only be modified on the IEP and are read-only on the Enrollment record.

When a student exits Special Education, the information can be updated from the Enrollment record.

Data from this section reports to [Special Education Students \(ISEE Extracts\) \(Idaho\)](#).

Special Ed Fields

**\*\*To update read only fields, please refer to Student Information > Special Ed > Documents > ID IEP**

Exceptionality 1: 01 Specific Learning Disability

Exceptionality 2:


Exceptionality 3:

Exceptionality 4:

Exceptionality 5:

Special Ed Status: SE Special Education

Special Education Environment: 01 General Ed Classroom >=80% of day

Inactive Date  

Inactive Reason

Special Education Enrollment Editor

## Special Ed Field Descriptions

Data Element	Definition	Location
<b>Inactive Date</b>	Date the student no longer received Special Education services.	<b>Database</b> <b>Location:</b> Enrollment.spedExitDate  <b>Ad hoc Inquiries:</b> Student > Learner > Active Enrollment > Special Ed Elements > spedExitDate



Data Element	Definition	Location																						
Inactive Reason	Reason the student no longer receives Special Education services.	<b>Database</b> <b>Location:</b> Enrollment.nonPublic  <b>Ad hoc Inquiries:</b> Student > Learner > All Enrollments > State Localized Elements > nonPublic																						
	<table><tr><th>Code</th><th>Description</th></tr><tr><td>01</td><td>Graduated - Met State Standards</td></tr><tr><td>02</td><td>Completed - Adapted Requirements</td></tr><tr><td>04</td><td>Reached Maximum Age</td></tr><tr><td>05</td><td>Dropped Out</td></tr><tr><td>06</td><td>Transfer to Another Education Environment</td></tr><tr><td>07</td><td>No Longer Eligible for Program</td></tr><tr><td>08</td><td>Deceased</td></tr><tr><td>09</td><td>Revoked Consent</td></tr><tr><td>10</td><td>Extended School Year</td></tr><tr><td>12</td><td>Summer Break</td></tr></table>		Code	Description	01	Graduated - Met State Standards	02	Completed - Adapted Requirements	04	Reached Maximum Age	05	Dropped Out	06	Transfer to Another Education Environment	07	No Longer Eligible for Program	08	Deceased	09	Revoked Consent	10	Extended School Year	12	Summer Break
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	09		Revoked Consent																					
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## Local Enter Codes

Code	Description
1A	Returning Student
1B	Transfer from Within District
1C	Initial Enrollment
2A	Transfer from other Public ID District or Charter
2B	Transfer in from non-public setting
2C	Transfer in from out of state
3A	Returning Dropout

Code	Description
4A	Entering Foreign Exchange Student
4B	Entering Foreign Student
5A	Returning Expelled or from other Temporary Ban
5B	Return from Medical Leave
5E	Re-enrollment student after temporary parental withdrawal
6B	Repeating 12th Grade
6C	Special Ed Community-based transition services

## Local Leave Codes

Code	Description
1A	Within District to Same School
1B	Within District Transfer to Different Public School
2A	Within ID to Different Public School District
2B	Within ID to Private School or Federal/State Setting
2C	Transfer Out of ID to US Public or Non-public
2D	Transfer Out of Country
2E	Within Idaho Homeschool
3A	Confirmed Drop Out
3B	Reached Maximum Age
3C	Expelled
3D	Transfer to Adult Education
3E	Unknown
4A	Graduation - Met State Standards
4C	Completed - Adapted Requirements
4G	Early Graduate 1 Year

Code	Description
4H	Early Graduate 2 Year
4I	Early Graduate 3 Year
5A	Temporarily Unenrolled
5B	Medical Leave - Permanent Incapacitation
5C	Transferred to a Foreign Exchange Program
5F	Transferred Out of Foreign Exchange Program
6A	Deceased

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