

BIE Enrollment Summary

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

[Report Logic](#) | [Report Editor](#) | [Report Generation](#) | [Example Reports](#) | [BIE Enrollment Summary \(HTML\)](#) | [BIE Enrollment Summary \(CSV\)](#) | [Report Layout](#)

Tool Search: Enrollment Summary

The BIE Enrollment Summary lists a breakdown of enrollments grouped by BIE School, BIE Grade, Gender, and Federal Race / Ethnicity. The report can be generated by BIE School, BIE Region, or ERC.

BIE Enrollment Summary ☆

BIE Enrollment Summary Report

This report will list a breakdown of enrollments grouped by BIE School, BIE Grade Level, Gender and Federal Race Ethnicity. The report may be generated by BIE School, BIE Region, or by ERC. Students with enrollments flagged as "No Show" are not included in this report.

Enrollment Effective Date* 03/01/2023

Which BIE reporting population would you like to generate this report on?

☒ BIE School ☐ BIE Regions ☐ ERC

Which schools would you like to include in the report?

- All Schools
- Ahfachkee Day School
- Alamo Navajo Community School
- American Horse School
- Aneth Community School
- Atsa' Biya' a'zh Community School
- Baca/Dlo'ay Azhi Community School
- Beatrice Rafferty School
- Beclabito Day School
- Black Mesa Community School

Which BIE Calendar Types would you like to include in the report?

- All BIE Calendar Types
- 21 : 21st Century
- A : Alternative
- B : Homebound
- F : FACE
- H : Homeschool
- I : Instructional
- O : Other

Which BIE student population would you like to include in the report?

☒ All Students ☐ ISEP Students (Not PK) ☐ Non-ISEP Students

How would you like to format the report?

☒ Original Format: Race/Ethnicities across the top and Grade Levels vertically
☐ Tall Format: Grade Levels across the top and Race/Ethnicities vertically

What types of enrollments would you like to include in the report?

- ☒ P:Primary
- ☒ S:Partial
- ☒ N:Special Ed Services
- ☒ A:Auxiliary

Report Options:

- ☐ Include enrollments marked as BIE Exclude
- ☐ Only print Race/Ethnicities in which there is at least one student with that designation
- ☐ Include Schools with 0 student counts on the Effective Date

Report Format:

PDF

Generate Report Submit to Batch

Refresh Show top 50 tasks submitted between 02/24/2023 and 03/03/2023

Batch Queue List

Queued Time Report Title Status Download

BIE Enrollment Summary Report Editor

Report Logic

The BIE Enrollment Summary includes totals of students enrolled in selected schools based on an entered enrollment effective date. It is a BIE localized version of the Student Enrollment Summary Report.

Does not report students:

- Flagged as 'No Show'
- In a calendar marked as State Exclude
- In a grade level marked as 'Exclude from BIE'
- Marked as 'BIE Exclude' on their enrollment (unless the reporting option of "Include Enrollments marked BIE Exclude" is selected)

Student populations can be delineated by Student Group (All Students, ISEP Students (not PK), or Non-ISEP Students).

The report is available in both State and District Editions.

The report can be run against a district's active year as well as any prior year.

File name is defined as BIEEnrollmentSummary_YYYYMMDD_HR:MM (Where YYYYMMDD_HR:MM is the Date/Time stamp of report generation.)

Report Editor

The following information details the BIE Enrollment Summary.

► [Click here to expand...](#)

Option	Description
Enrollment Effective Date <i>Required</i>	This required field is used to return actively enrolled students as of the entered date. It defaults to the current date but can be changed by selecting the calendar icon to the right of the field, or entering the date manually in MMDDYYYY format.

Option	Description
<p>Which BIE Reporting Population would you like to generate this report on?</p>	<p>BIE Reporting Population options:</p> <ul style="list-style-type: none"> • BIE School <ul style="list-style-type: none"> ◦ All Schools (<i>default</i>) ◦ List of individual schools • BIE Regions <ul style="list-style-type: none"> ◦ ALL BIE School Types (Regions) (<i>default</i>) ◦ BOS: Bureau Operated Schools ◦ NAV: Navajo School ◦ TCS: Tribally-Controlled Schools • ERC <ul style="list-style-type: none"> ◦ All ERCs (<i>default</i>) ◦ ABQBOS: Albuquerque Bureau Operated ◦ ABQTCS: Albuquerque Tribally Controlled ◦ BELBOS: Belcourte Bureau Operated ◦ BISTCS: Bismarck Tribally Controlled ◦ FLATCS: Flandreau Tribally Controlled ◦ KYLTCS: Kyle Tribally Controlled ◦ MINTCS: Minneapolis Tribally Controlled ◦ NASTCS: Nashville Tribally Controlled ◦ NCHIBO: Navajo Chinle Bureau Operated ◦ NCHITC: Navajo Chinle Tribally Controlled ◦ NCROBO: Navajo Crownpoint Bureau Operated ◦ NCROTC: Navajo Crownpoint Tribally Controlled ◦ NSHPBO: Navajo Shiprock Bureau Operated ◦ NSHPTC: Navajo Shiprock Tribally Controlled ◦ NTUBBO: Navajo Tuba City Bureau Operated ◦ NTUBTC: Navajo Tuba City Tribally Controlled ◦ NWINBO: Navajo Window Rock Bureau Operated ◦ NWINTC: Navajo Window Rock Tribally Controlled ◦ PHXBOS: Phoenix Bureau Operated ◦ PINBOS: Pine Ridge Bureau Operated ◦ SEATCS: Seattle Tribally Controlled <p>Only one option can be selected at any given time.</p>
<p>Which Schools would you like to include in the report?</p>	<p>This report can be generated for multiple schools in the chosen BIE Reporting Population or a single school. At least one School, Region, or ERC needs to be selected.</p>

Option	Description
Which BIE Calendar Types would you like to include in the report?	<p>At least one BIE Calendar Type must be selected in order to report student enrollment data.</p> <ul style="list-style-type: none"> • BIE Calendar Types include: <ul style="list-style-type: none"> ◦ 21: 21st Century ◦ A: Alternative ◦ B: Homebound ◦ F: Face ◦ H: Homeschool ◦ I: Instructional ◦ O: Other ◦ R: Residential ◦ S: Summer ◦ X: Outside District
Which BIE student population would you like to include in the report?	<p>The student populations include:</p> <ul style="list-style-type: none"> • All Students • ISEP Students (Not PK) • Non-ISEP Students <p>Only one option can be selected.</p>
How would you like to format the report?	<p>The report can be generated using the Original Format or the Tall Format.</p> <p>The Original Format will print race / ethnicities across the top of the report and grade levels vertically. This is the default option.</p> <p>The Tall Format will print the grade levels across the top of the report and the Race / Ethnicities vertically.</p> <ul style="list-style-type: none"> • The report will print in portrait layout when there are eight or fewer grade levels for all schools included in the report. • The report will print in landscape layout when there are more than eight grade levels reported for any of the schools included in the report.
What types of enrollments would you like to include in the report?	<p>Users can select to print only students who have a certain enrollment type chosen on their enrollment record. Enrollment records fall into three categories:</p> <ul style="list-style-type: none"> • P: Primary • S: Partial • N: Special Ed Services • A: Ancillary <p>All types can be chosen at one time for display on the report (this is the default selection). At least one enrollment type must be selected in order for the report to generate.</p>

Option	Description
Report Options	<p>The following can be selected when generating the BIE Student Enrollment Summary:</p> <ul style="list-style-type: none"> • Include enrollments marked BIE Exclude. • Only print Race / Ethnicities in which there is at least one student with that designation. • Include Schools with 0 student counts on the Effective Date.
Report Format	<p>Indicates how the report generates:</p> <ul style="list-style-type: none"> • PDF (<i>default</i>) • DOCX • HTML • CSV
Generate Report	<p>To display the results of the report immediately, click the Generate Report button. This is best if the selection criteria is small (one or two calendars, a short date range, a smaller student selection, etc.).</p> <p>To display the results of the report at a later time, click the Submit to Batch button. The Batch Queue tool is used by some districts /states to generate large, system-intense reports. This tool helps prevent report time-out errors and/or system performance issues. See the Batch Queue article for more information</p>

Report Generation

1. Enter the **Enrollment Effective Date**.
2. Select the **BIE Reporting Population** to include on the report.
3. Select the **Schools** to include in the report.
4. Select the **Calendar Types** to include on the report.
5. Select the **BIE Student Population** to include on the report.
6. Select the desired format of the report (Original or Tall).
7. Select which types of **Enrollments** to include on the report.
8. Select which **Report Options** to include on the report.

9. Select the desired **Report Format**.
10. Click either the **Generate Report** or the **Submit to Batch** button.

Example Reports

22-23

Example School

3421 Main Street, Blaine, MN 55449

Generated on 03/07/2023 08:17:54 AM Page 1 of 1

Student Enrollment Summary Report

Effective Date: 09/01/2022 Enrollment Types: P, S, N, A

Total Race/Ethnicities: 3 of 7 Total Schools: 1

Race/Ethnicity Source: Federal Male/Female/Total: 79/97/176

Reported by BIE School: Example School

BIE Calendar Types: All

BIE Student Population: All

Student Population by Race/Ethnicity and Grade Level (Male/Female/Total)

Example School

Grade	1: Hispanic/Latino	2: American Indian or Alaska Native	3: Asian	4: Black or African American	5: Native Hawaiian or Other Pacific Islander	6: White	7: Two or more races	Total
01	-	6/9/15	-	-	-	-	-	6/9/15
02	0/1/1	6/11/17	-	-	-	-	-	6/12/18
03	0/1/1	6/6/12	-	-	-	-	-	6/7/13
04	-	9/10/19	-	-	-	-	-	9/10/19
05	-	9/6/15	-	-	-	-	-	9/6/15
06	-	9/12/21	-	-	-	-	-	9/12/21
07	-	7/8/15	-	-	-	-	-	7/8/15
08	1/0/1	10/7/17	-	-	-	-	-	11/7/18
09	-	8/8/16	-	-	-	-	-	8/8/16
10	-	3/3/6	-	-	-	-	-	3/3/6
11	-	2/7/9	-	-	-	-	-	2/7/9
12	-	2/5/7	-	-	-	-	-	2/5/7
KG	0/1/1	0/2/2	-	-	1/0/1	-	-	1/3/4
All Grades	1/3/4	77/94/171	-	-	1/0/1	-	-	79/97/176

TOTALS: (Student counts from all Schools selected)

Grade	1: Hispanic/Latino	2: American Indian or Alaska Native	3: Asian	4: Black or African American	5: Native Hawaiian or Other Pacific Islander	6: White	7: Two or more races	Total
01	-	6/9/15	-	-	-	-	-	6/9/15
02	0/1/1	6/11/17	-	-	-	-	-	6/12/18
03	0/1/1	6/6/12	-	-	-	-	-	6/7/13
04	-	9/10/19	-	-	-	-	-	9/10/19
05	-	9/6/15	-	-	-	-	-	9/6/15
06	-	9/12/21	-	-	-	-	-	9/12/21
07	-	7/8/15	-	-	-	-	-	7/8/15
08	1/0/1	10/7/17	-	-	-	-	-	11/7/18
09	-	8/8/16	-	-	-	-	-	8/8/16
10	-	3/3/6	-	-	-	-	-	3/3/6
11	-	2/7/9	-	-	-	-	-	2/7/9
12	-	2/5/7	-	-	-	-	-	2/5/7
KG	0/1/1	0/2/2	-	-	1/0/1	-	-	1/3/4
All Grades	1/3/4	77/94/171	-	-	1/0/1	-	-	79/97/176

BIE Enrollment Summary (PDF)

Records:36

schoolName	grade	FederalRaceEthnicity	female	male	total
Example School	01	American Indian or Alaska Native	9	6	15
Example School	02	Hispanic/Latino	1	0	1
Example School	02	American Indian or Alaska Native	11	6	17
Example School	03	Hispanic/Latino	1	0	1
Example School	03	American Indian or Alaska Native	6	6	12
Example School	04	American Indian or Alaska Native	10	9	19
Example School	05	American Indian or Alaska Native	6	9	15
Example School	06	American Indian or Alaska Native	12	9	21
Example School	07	American Indian or Alaska Native	8	7	15
Example School	08	Hispanic/Latino	0	1	1
Example School	08	American Indian or Alaska Native	7	10	17
Example School	09	American Indian or Alaska Native	8	8	16
Example School	10	American Indian or Alaska Native	3	3	6
Example School	11	American Indian or Alaska Native	7	2	9
Example School	12	American Indian or Alaska Native	5	2	7
Example School	KG	Hispanic/Latino	1	0	1
Example School	KG	American Indian or Alaska Native	2	0	2
Example School	KG	Native Hawaiian or Other Pacific Islander	0	1	1
TOTALS	01	American Indian or Alaska Native	9	6	15
TOTALS	02	Hispanic/Latino	1	0	1
TOTALS	02	American Indian or Alaska Native	11	6	17
TOTALS	03	Hispanic/Latino	1	0	1
TOTALS	03	American Indian or Alaska Native	6	6	12
TOTALS	04	American Indian or Alaska Native	10	9	19
TOTALS	05	American Indian or Alaska Native	6	9	15
TOTALS	06	American Indian or Alaska Native	12	9	21
TOTALS	07	American Indian or Alaska Native	8	7	15
TOTALS	08	Hispanic/Latino	0	1	1
TOTALS	08	American Indian or Alaska Native	7	10	17
TOTALS	09	American Indian or Alaska Native	8	8	16
TOTALS	10	American Indian or Alaska Native	3	3	6
TOTALS	11	American Indian or Alaska Native	7	2	9
TOTALS	12	American Indian or Alaska Native	5	2	7
TOTALS	KG	Hispanic/Latino	1	0	1
TOTALS	KG	American Indian or Alaska Native	2	0	2
TOTALS	KG	Native Hawaiian or Other Pacific Islander	0	1	1

BIE Enrollment Summary (HTML)

BIE School	BIE Grade	Race	Female	Male	Total
Example School	1	American Indian or Alaska Native	9	6	15
Example School	2	Hispanic/Latino	1	0	1
Example School	2	American Indian or Alaska Native	11	6	17
Example School	3	Hispanic/Latino	1	0	1
Example School	3	American Indian or Alaska Native	6	6	12
Example School	4	American Indian or Alaska Native	10	9	19
Example School	5	American Indian or Alaska Native	6	9	15
Example School	6	American Indian or Alaska Native	12	9	21
Example School	7	American Indian or Alaska Native	8	7	15
Example School	8	Hispanic/Latino	0	1	1
Example School	8	American Indian or Alaska Native	7	10	17
Example School	9	American Indian or Alaska Native	8	8	16
Example School	10	American Indian or Alaska Native	3	3	6
Example School	11	American Indian or Alaska Native	7	2	9
Example School	12	American Indian or Alaska Native	5	2	7
Example School	KG	Hispanic/Latino	1	0	1
Example School	KG	American Indian or Alaska Native	2	0	2
Example School	KG	Native Hawaiian or Other Pacific Islander	0	1	1
Example School	All Grades	Hispanic/Latino	3	1	4
Example School	All Grades	American Indian or Alaska Native	94	77	171
Example School	All Grades	Native Hawaiian or Other Pacific Islander	0	1	1
TOTALS	1	American Indian or Alaska Native	9	6	15
TOTALS	2	Hispanic/Latino	1	0	1
TOTALS	2	American Indian or Alaska Native	11	6	17
TOTALS	3	Hispanic/Latino	1	0	1
TOTALS	3	American Indian or Alaska Native	6	6	12
TOTALS	4	American Indian or Alaska Native	10	9	19
TOTALS	5	American Indian or Alaska Native	6	9	15
TOTALS	6	American Indian or Alaska Native	12	9	21
TOTALS	7	American Indian or Alaska Native	8	7	15
TOTALS	8	Hispanic/Latino	0	1	1
TOTALS	8	American Indian or Alaska Native	7	10	17
TOTALS	9	American Indian or Alaska Native	8	8	16
TOTALS	10	American Indian or Alaska Native	3	3	6
TOTALS	11	American Indian or Alaska Native	7	2	9
TOTALS	12	American Indian or Alaska Native	5	2	7
TOTALS	KG	Hispanic/Latino	1	0	1
TOTALS	KG	American Indian or Alaska Native	2	0	2
TOTALS	KG	Native Hawaiian or Other Pacific Islander	0	1	1
TOTALS	All Grades	Hispanic/Latino	3	1	4
TOTALS	All Grades	American Indian or Alaska Native	94	77	171
TOTALS	All Grades	Native Hawaiian or Other Pacific Islander	0	1	1

BIE Enrollment Summary (CSV)

Report Layout

► [Click here to expand...](#)

Data Element	Description	Location
HEADER		
State District Number	Reports the State District Number.	School & District Settings > District > District Information > State District Number district.number

District Name	Reports the District's Name.	School & District Settings > District > District Information > Name district.name
District Address	Reports the District's address, city, state, and zip code.	School & District Settings > District > District Information > Address, City, State, Zip district.address district.city district.state district.zip
YYYYMMDD, HR:MM	Date/Time Stamp of file generation.	
Page 1 of X	Page 1 of <i>(total number of pages generated)</i>	
File Name	Hard Coded as "Student Enrollment Summary Report"	
Effective Date	Effective Date selected on the Extract Editor at the time of File Generation. MM/DD/YYYY	
Enrollment Types	The Enrollment Types selected on the Extract Editor at the time of file generation.	
Total Race / Ethnicities	The total number of Race/Ethnicities reporting: X of X	
Total Schools	The number of schools reporting.	
Race/Ethnicity Source	Hard Coded as "Federal".	
Male/Female/Total	<ul style="list-style-type: none"> • Total count of male students • Total count of female students • Total count all students, regardless of gender. 	Census > People > Demographics > Person Information > Gender identity.gender
Reported by	Reports concatenated: BIE Reporting Population + Schools as selected on on the extract editor at the time of report generation.	

BIE Calendar Types	Reports the Calendar Types selected on the extract editor at the time of report generation.	
BIE Student Population	Reports the BIE Student Population selected on the extract editor at the time of report generation.	
BODY		
Grade	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total <p>Possible BIE Grade Levels on the reporting school of record:</p> <ul style="list-style-type: none"> 01-12 F1 (FACE First Grade) F2 (FACE Second Grade) F3 (FACE Third Grade) FA (FACE Adult) FC (FACE Centerbased) FH (FACE Home-Based) FK (FACE Kindergarten) BF (BabyFACE) PK (Prekindergarten) KG (Kindergarten) OT (Other) ALL Grades <p>Grade Level must have at least one reportable students present to report.</p> <p>(PK is NOT returned when generating the ISEP (Not PK) student population.)</p>	<p>School & District Settings > District > Grade Level Definitions</p> <p>Student Administration > General > Enrollments > General Enrollment Information > Grade</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>enrollment.grade enrollment.stateGrade Identity.gender</p>

1: Hispanic/Latino	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have the Is the individual Hispanic/Latino? = Yes to count. 	<p>Census > People > Demographics > Race/Ethnicity > Is the individual Hispanic/Latino?</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>Identity.hispanicEthnicity Identity.gender</p>
2: American Indian or Alaskan Native	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have (Fed) Race Ethnicity = 2: American Indian or Alaska Native to count. 	<p>Census > People > Demographics > Race/Ethnicity > American Indian or Alaska Native</p> <p>Census > People > Demographics > Person Information > Gender --</p> <p>Federal Race/Ethnicity override logic: The following logic has been added to the Federal Designation field: If the Tribe field (Student Information > NASIS > Tribe) is populated with any code other than null or 999: Non-Tribal Member, then Federal Designation = 2:American Indian or Alaska Native. This logic overrides existing Federal Race/Ethnicity wizard logic. BIE specific Federal Designation logic will be triggered each time the Race/Ethnicity wizard is saved AND each time the NASIS tab is saved.</p> <p>fedRace.americanIndian identity.certificateOfIndianBlood Identity.gender</p>

3: Asian	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have (Fed) Race Ethnicity = 3: Asian to count. 	<p>Census > People > Demographics > Race/Ethnicity > Race Ethnicity</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>fedRace.asian Identity.gender</p>
4: Black or African American	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have (Fed) Race Ethnicity = 4: Black or African American to count. 	<p>Census > People > Demographics > Race/Ethnicity > Race Ethnicity</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>fedRace.blackOrAfricanAmerican Identity.gender</p>
5: Native Hawaiian or Other Pacific Islander	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have (Fed) Race Ethnicity = 5: Native Hawaiian or Other Pacific Islander to count. 	<p>Census > People > Demographics > Race/Ethnicity > Race Ethnicity</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>fedRace.pacificIslander Identity.gender</p>
6: White	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have (Fed) Race Ethnicity = 6: White to count. 	<p>Census > People > Demographics > Race/Ethnicity > Race Ethnicity</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>fedRace.white Identity.gender</p>

7: Two or more races	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> Enrolled student counts by grade level reporting as: Male/Female/Total Enrolled student must have (Fed) Race Ethnicity = 7: Two or more races to count. 	<p>Census > People > Demographics > Race/Ethnicity > Race Ethnicity</p> <p>Census > People > Demographics > Person Information > Gender</p> <p>fedRace.multiracial Identity.gender</p>
Total	<p>Reports 1 (<i>row or column</i>) per applicable mapped BIE Grade Level Code:</p> <ul style="list-style-type: none"> TOTAL - all enrolled student counts by grade level reporting as: Male/Female/Total 	<p>Census > People > Demographics > Person Information > Gender</p> <p>Identity.gender</p>