

# MOSIS Direct Match (Missouri)

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Tool Search: MOSIS Extracts

The Direct Match reports all enrolled students in a selected calendar who are may be eligible for direct certification for free and reduced meals. Information on this extract is then uploaded into MOSIS.

This report is due in Fall and Spring.

### MOSIS Extracts ☆

Reporting > MO State Reporting > MOSIS Extracts

#### MOSIS Extracts

This tool will extract data to complete several types of the MOSIS Phase III reporting collections. Choose the State Format to get the file in the state defined comma separated file format, otherwise choose one of the testing/debugging formats.

#### Extract Options

Extract Type: Direct Match

Effective Date: 05/16/2024

Ad Hoc Filter:

Format: State Format(Tab Delimited)

Generate Extract

#### Select Calendars

Which calendar(s) would you like to include in the report?

active year  
 list by school  
 list by year

23-24

- 23-24 Belair Elementary School
- 23-24 Callaway Hills Elementary
- 23-24 Capital City High School
- 23-24 Cedar Hill Elementary Sc
- 23-24 Central Office
- 23-24 Discovery Center
- 23-24 Early Childhood SPED

MOSIS Direct Match

**Read** - Generate the Direct Match report.

**Write** - N/A

**Add** - N/A

**Delete** - N/A

For more information, see this [Tool Rights](#) article.

## Report Logic and Report Population

One record per student is reported for both primary and partial enrollments.

- When a student has more than one enrollment in a selected calendar, only one record reports. Reports the primary enrollment when one is primary and another is secondary. When both are primary, the latest Enrollment Start Date record reports. When start dates are the

same, the highest Enrollment ID record reports.

- When a student has enrollments in multiple schools, a record for each school of enrollment reports when that school is one of the selected calendars.

Students do not report when:

- The grade level of enrollment is marked as State Exclude.
- The calendar of enrollment is marked as State Exclude.
- The enrollment is marked as No Show or as State Exclude.

## Report Editor

The following table defines the fields available on the report editor.

Field	Description
<b>Extract Type</b>	Selection determines which extract generates. For this report, choose <b>Direct Match</b> .
<b>Report Protected Identities</b>	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
<b>Report State Excluded Students</b>	When marked, students who meet the report population requirements but their enrollment record is marked as State Exclude report along with all other records.  When not marked, students marked as State Exclude on their enrollment record are excluded from the report.
<b>Effective Date</b>	Entered date is used to return students who were enrolled as of that date. The current date is pre-populated, but can be modified by entering a new date in <i>mmddyy</i> format or by using the calendar icon to select a date.
<b>Optional Fields Allowed</b>	When marked, includes the fields in the report layout that are optional. These fields are: <ul style="list-style-type: none"><li>• Local Student ID</li><li>• Middle Name</li><li>• Suffix</li><li>• Student Grade Level</li><li>• Gender</li><li>• Race/Ethnicity</li></ul>
<b>Ad hoc Filter</b>	Selecting an ad hoc filter limits the students reported to only those in the filter.

Field	Description
<b>Format</b>	<p>The extract can be generated in CSV, HTML, Tab-Delimited, or XML. Use the State Format (Tab-delimited) when submitting the extract to the state; use the other formats for testing and data review prior to state submission.</p> <p><b>Note:</b> when reporting to the state, the Tab Delimited file is submitted without header records.</p>
<b>Select Calendars</b>	<p>At least one calendar must be selected in order to generate the extract. Calendars can be chosen by Active Year, School Year or Year.</p>

## Generate the Report

1. Select the **Direct Match** extract as the **Extract Type**.
2. Mark the **Report Protected Identities** checkbox.
3. Mark the **Report State Excluded Students** checkbox.
4. Enter an **Effective Date**.
5. To include optional fields in the extract, mark the **Optional Fields Allowed** field.
6. Optional: select an **Ad hoc Filter** to return only those students in the filter.
7. Select the desired **Format** in which the extract generates.
8. Select the desired **Calendar(s)**.
9. Click the **Generate Extract** or **Submit to Batch** buttons. The report displays in the selected format.

## Report Layout

Data Element	Description	Location
<b>Record Type</b>	<p>Always reports as ID.</p> <p><i>Text, 2 characters</i></p>	N/A
<b>Current School Code</b>	<p>The code aligned to the attending school.</p> <p>When blank, the State School Number reports.</p> <p><i>Text, 4 characters</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Attending School</p> <p>EnrollmentMO.servingSchool</p> <p>School Information &gt; State School Number</p>

Data Element	Description	Location
<b>Resident District Code</b>	<p>The residing district code.</p> <p>When blank, the State District Number reports.</p> <p><i>Text, 6 characters</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Residing District</p> <p>Enrollment.residentDistrict</p>
		<p>District Information &gt; State District Number</p>
<b>Legal Last Name</b>	<p>The last name of the student.</p>	<p>Identities &gt; Protected Identity Information &gt; Legal Last Name</p>
		<p>Identity.legalLastName</p>
		<p>Demographics &gt; Last Name</p>
		<p>identity.lastName</p>
<b>Legal First Name</b>	<p>The first name of the student.</p>	<p>Identities &gt; Protected Identity Information &gt; Legal First Name</p>
		<p>Identity.legalFirstName</p>
		<p>Demographics &gt; First Name</p>
		<p>identity.firstName</p>
<b>Filler 1 - 2</b>	<p>Does not report</p>	<p>Does not report</p>
<b>Gender</b>	<p>The student's gender.</p>	<p>Identities &gt; Protected Identity Information &gt; Legal Gender</p>
		<p>Identity.legalGender</p>
		<p>Demographics &gt; Gender</p>
		<p>Identity.gender</p>
<b>Date of Birth</b>	<p>The student's birth date.</p>	<p>Demographics &gt; Birth Date</p>
		<p>Identity.birthDate</p>

Data Element	Description	Location
<b>Current Grade Level</b>	<p>The student's grade level.</p> <p>Reports as PK, K, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, or AD.</p> <p><i>Text, 2 characters</i></p>	<p>Enrollment &gt; Grade</p> <p>Enrollment.grade</p>
<b>Local Student ID</b>	<p>Reports the district-assigned student identification number.</p> <p><i>Text, 20 characters</i></p>	<p>Demographics &gt; Person Identifiers &gt; Local Student ID</p> <p>Person.studentNumber</p>
<b>Filler 3</b>	Does not report	Does not report
<b>Race/Ethnicity</b>	<p>The student's race/ethnicity.</p> <p>Reports as A, B, H, I, W, P, or M.</p> <p><i>Text, 1 character</i></p>	<p>Demographics &gt; Race/Ethnicity</p> <p>Identity.raceEthnicity</p>
<b>State ID</b>	<p>The student's State ID number.</p> <p><i>Text, 20 characters</i></p>	<p>Demographics &gt; Person Identifiers &gt; Student State ID</p>
<b>Current District Code</b>	<p>The attending district code.</p> <p>When blank, the state district number reports.</p> <p><i>Text, 6 characters</i></p>	<p>Enrollments &gt; Attending District</p> <p>EnrollmentMO.servingDistrict</p> <p>District Information &gt; State District Number</p>
<b>Current School Year</b>	<p>The end year from the reported calendar.</p> <p><i>Text, 4 characters</i></p>	School Years > End Year
<b>Filler 5 - 42</b>	Does not report	Does not report
<b>Submission Purpose</b>	<p>Reports as 001.</p> <p><i>Text, 3 characters</i></p>	N/A
<b>Person Type</b>	<p>Reports as 01 for students with a Grade Level of PK. Reports as 02 for all other students.</p> <p><i>Text, 2 characters</i></p>	<p>Enrollments &gt; Grade</p> <p>Enrollment.grade</p>

Data Element	Description	Location
<b>Active Inactive Indicator</b>	<p>Indicates the student has an active enrollment.</p> <p>Reports as 0 (Inactive) when the student has an Enrollment End Date before the generation date of the report. Otherwise, 1 (Active) reports.</p> <p><i>Text, 1 character</i></p>	<p>Enrollments &gt; End Date</p> <p>Enrollment.endDate</p>
<b>Filler 43 - 62</b>	<p>Does not report</p>	<p>Does not report</p>
<b>Record Update Date</b>	<p>Reports as 1.</p> <p><i>Text, 1 character</i></p>	<p>N/A</p>