Civil Rights Data Collection (CRDC) Tool Rights

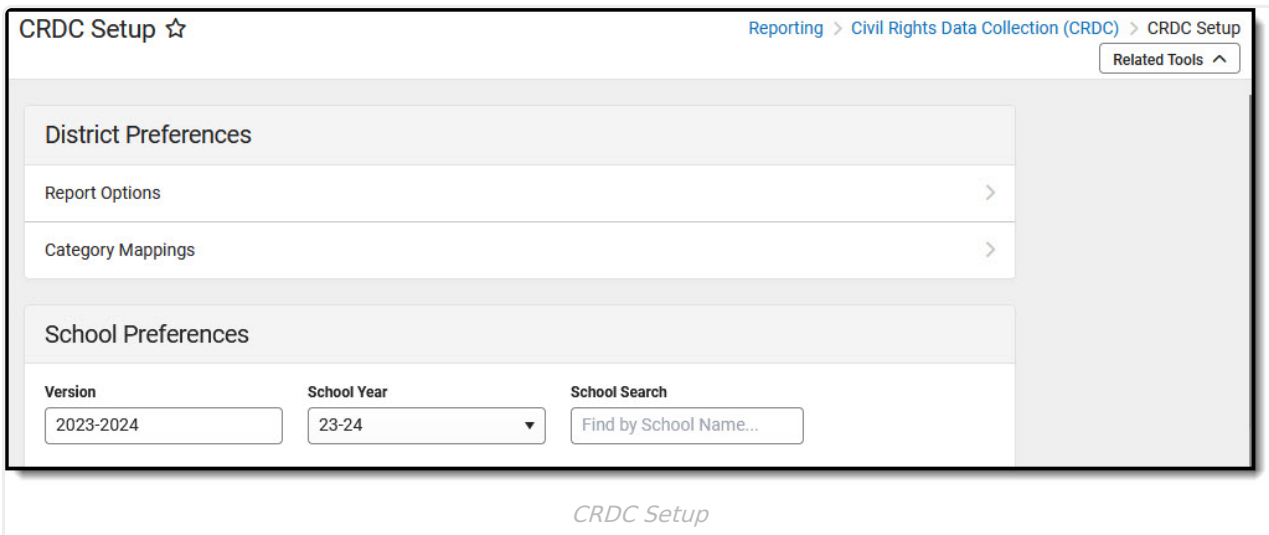Last Modified on 08/29/2025 7:47 am CDT

The Civil Rights Data Collection (CRDC) conducted by the U.S. Department of Education collects data on key education and civil rights issues in our nation's public schools. The CRDC collects a variety of information regarding student enrollment, educational programs and services, race/ethnicity, English Learners, sex, and disability.

This article defines CRDC tool rights. Staff involved in this process may also need rights to create Ad hoc Filters in order to obtain the data they need to submit.

To learn about the CRDC process and how data is collected and submitted, start with the Civil Rights Data Collection (CRDC) - Getting Started article. Follow the links in the workflow to step through the entire process.

CRDC Setup Tool

The Civil Rights Data Collection (CRDC) Setup tool allows districts to complete category mappings for each school for grade levels, students in subgroups (IDEA, 504, EL etc.), and courses. Users are able to capture all SIS related data elements required to report for submission. Users are also able to generate reports to match the CRDC data collection templates.

CRDC Setup

CRDC Generate Survey Results

The Civil Rights Data Collection (CRDC) Setup tool allows districts to generate survey results based on the CRDC Category Mappings for the current reporting period.

CRDC Generate Survey Results

CRDC Maintain Survey Results

he CRDC Maintain Survey Results tool allows users to view, edit and export survey results for CRDC Mappings associated with the current reporting period.

CRDC Maintain Survey Results

CRDC Submission Flat File

The Civil Rights Data Collection (CRDC) Submission Flat File tool allows users to generate a CSV report in the accepted flat file format that can be uploaded to the CRDC system for the 2023-2024 reporting period.

CRDC Submission Flat File

Related Tool Rights: Staff who will be creating Ad hoc filters to obtain results for CRDC submission will need appropriate ad hoc rights. Refer to the Filter Designer Tool Rights article for more information.

Available Tool Rights

In order to use the CRDC Setup tool, users must have rights to the tool within their own district.

CRDC Tool Rights

Tool	R	W	A	D
CRDC Setup	View Category Mappings.	Copy and edit Category Mappings.	Create new Category Mappings.	N/A
District Preferences *(subright - inherits rights set at Setup level)*	View the District Preferences Category Mappings.	View, edit & push Categories.		
Generate Survey Results *users must have rights within their own district*	View CRDC survey results.	Generate CRDC survey results.		
Maintain Survey Results	View survey results.	Generate and edit survey results.		
Submission Flat File	Access and generate the report CRDC Submission Flat File	N/A	N/A	N/A

School of Accountability Tool Rights

The School of Accountability field has its own sub tool right. Users must have at least (W) rights in order to enter/edit information in this field.

CRDC School of Accountability Tool Rights

Suggested User Groups

Create and assign user groups as appropriate for the way your district staff follows the CRDC submission process. For example, you may need a group with full rights to the CRDC tools and you may already have Ad hoc user groups that users can be assigned to for CRDC submission purposes.