

U.S. DEPARTMENT OF EDUCATION

ED*Facts* Submission System

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| **FS121 - Migratory Students Eligible - 12 Months File Specifications** |
| **SY 2018-19** |

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DOCUMENT CONTROL

DOCUMENT INFORMATION

|  |  |
| --- | --- |
| **Title:** | FS121 - Migratory Students Eligible - 12 Months File Specifications |
| **Security Level:** | Unclassified – For Official Use Only |

DOCUMENT HISTORY

|  |  |  |
| --- | --- | --- |
| **Version Number** | **Date** | **Summary of Change** |
| 1.0 – 14.0 |  | Versions 1.0 through 14.0 are used to build files for school years prior to SY 2018-19. |
| 15.0 | November 2018 | Updated for SY 2018-19:   * Section 2.4:   + Added new FAQ regarding maximum age that a child may receive services   + Revised FAQ providing guidance for changing migratory student counts after initial submission   + In FAQ providing meaning of permitted value “ungraded,” revised GED to HSED. |
| 15.1 | February 2019 | * Section 2.3: Added a reference to the guidance section – “NOTE: For this file specification, see detailed program office guidance related to age/grade inclusions in Table 2.4-1.” |

PREFACE

This document provides technical instructions for building files that are submitted through the ED*Facts* Submission System (ESS). The ESS is an electronic system that facilitates the efficient and timely transmission of data from SEAs to the U.S. Department of Education.

This document is to be used in coordination with other documentation posted on the [ED*Facts* Initiative Home Page](http://www2.ed.gov/about/inits/ed/edfacts/index.html) under ED*Facts* System Documentation, including:

* ED*Facts* Workbook – a reference guide to using the ED*Facts*

Submission System (ESS); particularly useful to new users; contains multiple appendices, including one that explains how to use the file specifications

* ESS User Guide – provides assistance to new users of the ED*Facts* Submission System (ESS); it addresses the basic mechanics of system access and data submission
* ED*Facts* Business Rules Guide – describes each business rule including the error number, type, message, definition, edit logic, and the file specifications where the business rules are applied

Please contact the Partner Support Center (PSC) with questions about the documents. You will find contact information for PSC and each State ED*Facts* Coordinator on the [ED*Facts* Contact Page](http://www2.ed.gov/about/inits/ed/edfacts/eden/contacts.html).

Data submitted through the ESS are authorized by an Annual Mandatory Collection of Elementary and Secondary Education Data Through ED*Facts* (OMB 1850-0925, expires 6/30/2020). ED*Facts* is a U.S. Department of Education (ED) initiative to govern, acquire, validate, and use high-quality, kindergarten through grade 12 (K–12) performance data for education planning, policymaking, and management and budget decision-making to improve outcomes for students. ED*Facts* centralizes data provided by SEAs, LEAs and schools, and provides users with the ability to easily analyze and report data. This initiative has significantly reduced the reporting burden for state and local data producers, and has streamlined data collection, analysis and reporting functions at the federal, state and local levels.

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# PURPOSE

This document contains instructions for building files to submit ED*Facts* Data Group 634: Migratory students eligible 12-month table. The definition for this data group is:

The unduplicated number of eligible migratory students.

The data in this file specification are currently collected in the Consolidated State Performance Report (CSPR), Part II, which is legislatively supported by Sections 8302 and 8303 of the Elementary and Secondary Education Act, as amended.

The ED data stewarding office/s for this file: OESE/OME.

# GUIDANCE FOR SUBMITTING THIS FILE

This section contains changes from the previous school year, core requirements for submitting this file, required categories and totals, and general guidance.

## Changes from the SY 2017-18 File Specifications

The guidance has been updated and other editorial changes have been made. These changes are listed in the document history on page ii. There have been no changes to the record layouts.

## Core Requirements for Submitting this File

The following table contains the reporting period, the education units included or excluded, the type of count, and zero count reporting.

**Table 2.2-1: Core Reporting Requirements**

|  | **SEA** | **LEA** | **School** |
| --- | --- | --- | --- |
| Reporting Period | Performance Period (MEP) - The 12-month period beginning September 1 and ending August 31 as described for the Migrant Education Program (MEP) |  |  |
| Education units included | Include SEA if the state has MEP programs operated under Title I, Part C. |  |  |
| Education units not reported |  |  |  |
| Type of count | Once for the SEA |  |  |
| Zero counts | Required only for Subtotal 1 |  |  |
| Zero exceptions or  Not applicable | See education units included and not reported |  |  |
| Missing | Use “-1” to report missing counts.  Use “MISSING” when a category is not available |  |  |
| Related metadata survey |  |  |  |

## Required Categories and Totals

The table below lists the combinations of the categories and totals that are expected to be submitted for the state.

* An “X” in the column indicates that the category value must be submitted when reporting that aggregation.
* The total indicator must be either “Y” (Yes) or “N” (No).
  + If the record is for a category set, specify an “N” (No).
  + If the record is for a subtotal or education unit total, specify a “Y” (Yes).
* The abbreviations in the “Table Name” column represent the technical name of the data used in the file.

***New!*** NOTE: For this file specification, see detailed program office guidance related to age/grade inclusions in Table 2.4-1.

**Table 2.3–1: Required Categories and Totals**

| **Aggregation** | **Table Name** | **Age/**  **Grade (w/o 13)** | **Racial Ethnic** | **Age/Grade (w/o 13 and BT2)** | **Priority for Services (Only)** | **English Learner Status (Only)** | **Disability Status (Only)** | **Mobility Status (12 months)** | **Mobility Status (Regular School Year)** | **Referral Status** | **Total Indicator** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Category Set A** | **MEPSTUDELIG** | X | X |  |  |  |  |  |  |  | N | Student Count by Age/Grade (w/o 13) by Racial Ethnic |
| **Category Set B** | **MEPSTUDELIG** |  |  | X | X |  |  |  |  |  | N | Student Count by Age/Grade (w/o 13 and BT2) by Priority for Services (Only) |
| **Category Set C** | **MEPSTUDELIG** |  |  | X |  | X |  |  |  |  | N | Student Count by Age/Grade (w/o 13 and BT2) by English Learner Status (Only) |
| **Category Set D** | **MEPSTUDELIG** | X |  |  |  |  | X |  |  |  | N | Student Count by Age/Grade (w/o 13) by Disability Status (Only) |
| **Category Set E** | **MEPSTUDELIG** | X |  |  |  |  |  | X |  |  | N | Student Count by Age/Grade (w/o 13) by Mobility Status (12 months) |
| **Category Set F**  **(Optional)** | **MEPSTUDELIG** | X |  |  |  |  |  |  | X |  | N | Student Count by Age/Grade (w/o 13) by Mobility Status (Regular School Year) |
| **Category Set G**  **(Optional)** | **MEPSTUDELIG** | X |  |  |  |  |  |  |  | X | N | Student Count by Age/Grade (w/o 13) by Referral Status |
| **Subtotal 1** | **MEPSTUDELIG** | X |  |  |  |  |  |  |  |  | Y | Student Count by Age/Grade (w/o 13) |
| **Education Unit Total** | **MEPSTUDELIG** |  |  |  |  |  |  |  |  |  | Y | Education Unit Total of Student Count |

## Guidance

This section contains guidance for submitting this file in the format of questions and answers.

**How do States determine which children should be reported in this file?**

Only children who have an SEA approved Certificate of Eligibility (COE) documenting their eligibility for the Migrant Education Program and have been entered in the State’s migratory student database should be reported in this file. States should further determine which migratory children to include in this file by using the following criteria:

* Age: Eligible children ages birth through 21 within the Performance Period, should be reported in this file. States calculate the child’s age using the child’s birth date.
* Eligibility: The child has a Qualifying Arrival Date (QAD) within 36 months of the start of the Performance Period (e.g., the earliest QAD for the 2018-19 Performance Period would be September 2, 2015) and the child’s Eligibility Expiration Date does not occur before the start of the Performance Period.
  + Note, an Eligibility Expiration Date is used to determine end of eligibility and to account for a child’s eligibility expiring earlier than 36 months from the child’s QAD. A child’s eligibility would end earlier than 36 months from the child’s QAD, if the child is no longer entitled to a free public education (e.g., graduated with a high school diploma, obtained a high school equivalency diploma (HSED), or for other reasons as determined by States’ requirements), or if the child passes away.
* Residency: The child resided in the State for one or more days within the Performance Period as calculated by using an enrollment date, withdrawal date, residency date, or residency verification date that occurs with the Performance Period. Include in the Age 3 category, a child who turned three years of age during the performance period ***only*** after the child’s residency in the state was verified after turning three.

***New!*** **Is the age of 21 the maximum age that a child may receive services from the State’s Migrant Education Program (MEP), in ALL possible cases?**

No. Children are entitled to a free public education through grade 12, or until a maximum age limit to which free education must be offered in each State. Therefore, depending upon applicable State laws, children may be eligible for the MEP until they reach the maximum age limit to which free education must be offered.

**Which migratory children should not be reported in this file?**

Exclude:

* Children served by the MEP (under the continuation of services authority) after their period of eligibility has expired when other services are not available to meet their needs
* Previously eligible secondary–school children who are receiving credit accrual services (under the continuation of services authority).

**How should the SEA track migratory children?**

To provide the child counts, each SEA should have implemented sufficient procedures and internal controls to ensure that it is counting only those children who are eligible to be counted for the MEP. Such procedures are important to protecting the integrity of the State's MEP becausetheypermit the early discovery and correction of eligibility problems and thus help to ensure that only eligible migratory children are counted for funding purposes and are served. If an SEA has reservations about the accuracy of its child counts, it must disclose known data limitations to the Department and explain how and when it will resolve data quality issues through corrective actions in its CSPR.

***Revised!* What if the SEA discovers an error in the child count(s) between the initial CSPR Part II submission window and the final CSPR Part II submission window?**

If an SEA determines that any upward or downward change to its state-level (SEA) child count is necessary, it must submit a request through PSC to the U.S. Department of Education, Director of Office of Migrant Education (OME) for pre-approval to modify the child count. The request must include an explanation of the data that needs to be changed, why the change needs to be made, and what the State is doing to prevent the error in the future. The request should be sent at least seven days (one week) prior to the CSPR Part II resubmission window. Resubmissions of SEA child count data with upward or downward revisions without prior approval will not be accepted by the Office of Migrant Education. Please note that this process applies to resubmissions of the SEA level child counts only.

If a State discovers an error after the final CSPR resubmission window closes, it must contact PSC and the U.S. Department of Education, Director of Migrant Education.

**Are all students reported in all category sets?**

No. The table below indicates which students to include in which category sets and whether or not Early Childhood (EC) students (Birth to 2 and 3 to 5 Not Kindergarten) should be included in that category set.

**Are all category sets mandatory?**

No. Category Sets F and G are *optional* for SY 2017-18 and SY 2018-19 because they are being retired in SY 2019-20. If states have data for these category sets, they are welcome to submit them.

**Table 2.4-1: Category Sets Including all Students**

| **Aggregation** | **Description** | **Students** | **Include EC?** | **Subgroup** |
| --- | --- | --- | --- | --- |
| **Category Set A** | Student Count by Age/Grade (w/o 13) and Race/ Ethnicity | Report students by their race/ethnicity and age/grade, excluding birth through two (BT2), three to five not in Kindergarten (3T05NOTK), Out of School Youth (OSY) and Grade 13. | No | RE |
| **Category Set B** | Student Count by Age/Grade (w/o 13 and BT2) and Priority for Services (Only) | Report students who are priority for services by their age/grade excluding BT2 and Grade 13. | No | PFS only |
| **Category Set C** | Student Count by Age/Grade (w/o 13 and BT2) and English Learner Status (Only) | Report students who are English Learners by their age/grade excluding BT2 and Grade 13. | No | EL only |
| **Category Set D** | Student Count by Age/Grade (w/o 13) + Disability Status (Only) | Report students with a disability status under IDEA by their age/grade excluding Grade 13. | Yes | IDEA only |
| **Category Set E** | Student Count by Age/Grade (w/o 13) + Mobility Status (12 months) | Report only students with a QAD in the last 12 months by their age/grade excluding Grade 13. | Yes | Only QAD in last 12 months |
| **Category Set F**  **(Optional)** | Student Count by Age/Grade (w/o 13) + Mobility Status (Regular School Year) | Report only students with a QAD during the regular school year by their age/grade excluding Grade 13. | Yes | Only QAD in regular SY |
| **Category Set G**  **(Optional)** | Student Count by Age/Grade (w/o 13) + Referral Status | Report students who received a non-MEP funded service by their age/grade excluding Grade 13. | Yes | Had a referral |
| **Subtotal 1** | Subtotal by Age/Grade (w/o 13) | All students by their age/grade excluding Grade 13. . | Yes |  |
| **Total of the Education Unit** | Total of the Education Unit | All students by their age/grade excluding Grade 13. | Yes |  |

**Do States include the birth through 2 (BT2) age population in this file specification?**

Yes, States should include the migratory BT2 age/grade population **ONLY** in Category Sets D, E, F and G of the file specification.

**How are child counts reported by age/grade?**

Report a child in the age/grade category in which s/he spent the majority of his/her time while residing in the State There are two exceptions to this rule.

* The first exception to this rule is a child who turns 3 during the performance period would be reported as “Age 3 through 5 (not Kindergarten),” ***only*** *if the child’s residency in the state was verified after the child turned three.*
* The second exception to this rule may be a child who turns 22 years of age during the performance period, who would be reported at the appropriate age/grade category for the performance period.

**Which permitted value should be used to report 5 year olds?**

The permitted value “age 3 to 5 (not Kindergarten)” is for those 5 year old children who are not in kindergarten. Report 5 year olds in kindergarten using the permitted value for “Kindergarten.”

**What does the permitted value “out-of-school” mean?**

Out-of-school means youth up through age 21 who are entitled to a free public education in the State but are not currently enrolled in a K through 12 institution. This could include students who have dropped out of school, youth who are working on a High School Equivalency (HSE) Diploma outside of a K through 12 institution, and youth who are “here-to-work” only. It does not include preschoolers who are counted by age grouping, nor does it include temporary absences (e.g., summer/intersession, suspension or illness).

***Revised!* What does the permitted value “ungraded” mean?**

Ungraded means the children are served in an educational unit that has no separate grades. For example, some schools have primary grade groupings that are not traditionally graded, or ungraded groupings for children with (learning) disabilities (IDEA). In some cases, ungraded students may also include children with disabilities (IDEA), transitional bilingual students, students working on a HSED through a K through12 institution[[1]](#footnote-2), or those in a correctional setting.

**How are student counts reported by racial ethnic (RE)?**

SEAs must submit racial and ethnic data using 7 permitted values, which are:

**AM7** – American Indian or Alaska Native

**AS7** – Asian

**BL7** – Black or African American

**HI7** – Hispanic/Latino

**PI7** – Native Hawaiian or Other Pacific Islander

**WH7** – White

**MU7** – Two or more races

**Which age/grade categories do I report racial ethnic (RE) data (Category Set A)?**

Report RE data in Category Set A for K-12 students.  BT2, 3-5, OSY and Grade 13 students should not be included in Category Set A.

**How are migratory students reported by Priority for Services (Only)?**

Report migratory children who are classified as having “priority for services” because they have made a qualifying move within the previous 1-year period and 1) who are failing or most at risk of failing to meet challenging State academic standards, or 2) have dropped out of school.

**How are student counts reported by English learner status (only)?**

Include students who meet the definition of an English learner in the ED*Facts* Workbook. Part of the definition of English learner students is “who are enrolled or preparing to enroll in an elementary school or a secondary school”. For purposes of reporting eligible migratory students in this file, that portion of the definition is not applicable.

**How are student counts reported by disability status (only)?**

Include students who meet the definition of children with disabilities (IDEA) in the ED*Facts* Workbook

**How are student counts reported by mobility status (12 months)?**

Report children whose qualifying arrival date (QAD) occurred within 12 months from the last day of the performance period. For example, for the 2018-19 Performance Period, report children whose QAD occurred on or after September 1, 2018 through August 31, 2019.

**How are student counts reported by mobility status (regular school year)?**

Report children who had a qualifying arrival date **during** the regular school year within the performance period. For example, for the 2018-19 Performance Period, report children whose QAD occurred during the 2018-19 regular school year.

**NOTE:** This category set is *optional* for SY 2017-18 and SY 2018-19 and will be retired in SY 2019-20.

**Do other file specifications collect related data?**

Yes. There are several file specifications that collect data on students eligible for funding and for students served under the migratory student program. For example, FS122 is used to collect the category 2 child count of the migratory child count. The “Relationships Among Files” section in the ED*Facts* Workbook explains how these files relate to one another.

## Definitions

See the [ED*Facts* Workbook](https://www2.ed.gov/about/inits/ed/edfacts/eden-workbook.html) for the standard definitions.

The following definition supports this file:

**Referred Services –** Educational or educationally-related services provided from non-MEP programs or organizations that otherwise would not have been obtained by migratory children, but are obtained for migratory children through the efforts of MEP funded personnel. Other non-MEP local, state and/or federal funds support the delivery of the referral services.

Examples of “referred” services are High School Equivalency (HSE) or pre-HSE classes, Adult Basic Education, parenting classes (for eligible youth), computer literacy classes, job training programs, early childhood classes, nutrition and health education workshops, health and dental screenings, and food and clothing assistance, provided and funded by another program or organization due to the advocacy or referral efforts of the MEP personnel.

**NOTE:** The category set collecting this information is *optional* for SY 2017-18 and SY 2018-19 and will be retired in SY 2019-20.

# FILE NAMING CONVENTION

The following file naming convention is to help identify files to provide technical assistance.

A maximum of 25 characters (including the file extension) is allowed for the file name.

The following is the naming convention for file submissions:

sslev**filename**vvvvvvv.ext

**Table 3.0-1: File Naming Convention**

|  |  |  |
| --- | --- | --- |
| **Where** | **Means** | **Limit in characters** |
| ss | USPS State Abbreviation | 2 |
| lev | Abbreviation for level:   * SEA for a State Education Agency level | 3 |
| filename | **MIGSTUELG** | 9 |
| vvvvvvv | Alphanumeric string designated by the SEA to uniquely identify the individual submission (*e.g.,* ver0001, v010803) | 7 |
| .ext | Extension identifying the file format:  .txt – fixed  .csv – comma delimited  .tab – tab delimited | 4 |

# FIXED OR DELIMITED FILES

This section describes the fixed file and delimited file specifications. The fixed file and delimited files contain a header record followed by data records. The file type is specified in the header record.

The “Pop” column in the header and data records is coded as follows:

M - Mandatory, this field must always be populated

A - This field is populated in accordance with table 2.3-1 “Required Categories and Totals”

O - Optional, data in this field are optional

## Header Record Definition

The header record is required and is the first record in every file submitted to the ESS. The purpose of the header record is to provide information as to the file type, number of data records in the file, file name, file identifier, and file reporting period.

**Table 4.1–1: Header Record**

| **Data Element Name** | **Start Position** | **Length** | **Type** | **Pop** | **Definition / Comments** | **Permitted Values Abbreviations** |
| --- | --- | --- | --- | --- | --- | --- |
| File Type | 1 | 50 | String | M | Identifies the type of file being submitted. | **SEA MEP STUDENTS ELIGIBLE** |
| Total Records in File | 51 | 10 | Number | M | The total number of data records contained in the file. The header record is NOT included in this count. |  |
| File Name | 61 | 25 | String | M | The file name including extension, the same as the external file name. | See section 3.0 |
| File Identifier | 86 | 32 | String | M | Any combination of standard characters to further identify the file as specified by the SEA (e.g., a date, person’s name, and version number). |  |
| File Reporting Period | 118 | 9 | String | M | The school year for which data are being reported. The required format is "CCYY–CCYY" or "CCYY CCYY", where either a hyphen or a space separates the beginning and ending years. | **2018-2019**  OR  **2018 2019** |
| Filler | 127 | 273 | String | M | Leave filler field blank. |  |
| Carriage Return / Line Feed (CRLF) | 400 | 1 |  | M |  |  |

Below is an example of a header record

**Table 4.1–2: Header Record Example**

|  |  |
| --- | --- |
| Format | File Type,Total Records in File,File Name,File Identifier,File Reporting Period,Filler,Carriage Return / Line Feed (CRLF) |
| Example | SEA MEP STUDENTS ELIGIBLE,15,euseaMIGSTUELGv000001.csv,characters to identify file,2018-2019,¶ |

## Data Record Definition

Data records are required and immediately follow the header record in every file submitted to the ESS. Data records provide counts for the specified category sets, subtotals and education unit totals.

**Table 4.2–1: Data Records**

| **Data Element Name** | **Start Position** | **Length** | **Type** | **Pop** | **Definition / Comments** | **Permitted Values Abbreviations** |
| --- | --- | --- | --- | --- | --- | --- |
| File Record Number | 1 | 10 | Number | M | A sequential number assigned by the State that is unique to each row entry within the file. |  |
| **DG559** State Code | 11 | 2 | String | M | The two-digit American National Standards Institute (ANSI) code for the state, District of Columbia, and the outlying areas and freely associated areas of the United States. | For a list of valid code State Codes, refer to the ED*Facts* Workbook. |
| **DG570** State Agency Number | 13 | 2 | String | M | A number used to uniquely identify state agencies. This ID cannot be updated through this file. | **01** – State Education Agency |
| Filler | 15 | 14 | String | M | Leave filler field blank. |  |
| Filler | 29 | 20 | String | M | Leave filler field blank. |  |
| Table Name | 49 | 20 | String | M | See table 2.3-1 Required Categories and Totals | **MEPSTUDELIG** |
| Age/Grade (w/o 13) | 69 | 15 | String | A | The discrete age or grade level (primary instructional level) of students (children) | **UNDER3** – Age Birth through 2  **3TO5NOTK** – Age 3 through 5 (not Kindergarten)  **KG** – Kindergarten  **01** – Grade 1  **02** – Grade 2  **03** – Grade 3  **04** – Grade 4  **05** – Grade 5  **06** – Grade 6  **07** – Grade 7  **08** – Grade 8  **09** – Grade 9  **10** – Grade 10  **11** – Grade 11  **12** – Grade 12  **OOS** – Out of School  **UG** – Ungraded  **MISSING** |
| Priority for Services (Only) | 84 | 15 | String | A | An indication that migratory children 1) are failing to meet, or most at risk of failing to meet, the state's challenging academic content standards and student academic achievement standards; and 2) have experienced interruptions in their education during the regular school year. | **PS** – Students classified as having “Priority for Services”  **MISSING** |
| Racial Ethnic | 99 | 15 | String | A | The general racial category that most clearly reflects individuals' recognition of their community or with which the individuals most identify. | **AM7** – American Indian or Alaska Native  **AS7** – Asian  **BL7** – Black or African American  **HI7** – Hispanic/Latino  **PI7** – Native Hawaiian or Other Pacific Islander  **MU7** – Two or more races  **WH7** – White  **MISSING** |
| Age/Grade (w/o 13 and BT2) | 114 | 15 | String | A | The discrete age or grade level (primary instructional level) of students (children). | **3TO5NOTK** – Age 3 through 5 (not Kindergarten)  **KG** – Kindergarten  **01** – Grade 1  **02** – Grade 2  **03** – Grade 3  **04** – Grade 4  **05** – Grade 5  **06** – Grade 6  **07** – Grade 7  **08** – Grade 8  **09** – Grade 9  **10** – Grade 10  **11** – Grade 11  **12** – Grade 12  **OOS** – Out of School  **UG** – Ungraded  **MISSING** |
| English Learner Status (Only) | 129 | 15 | String | A | An indication that students met the definition of an English learner. | **LEP** – English learner  **MISSING** |
| Disability Status (Only) | 144 | 15 | String | A | An indication that children (students) are children with disabilities (IDEA). | **WDIS** – Children with one or more disabilities (IDEA)  **MISSING** |
| Mobility Status (12 months) | 159 | 15 | String | A | An indication that the qualifying arrival date (QAD) occurred within 12 months of the end of the reporting period (8/31). | **QAD** – QAD occurred within 12 months  **MISSING** |
| Mobility Status (Regular School Year) | 174 | 15 | String | A | An indication that the qualifying arrival date (QAD) was during a regular school year. | **QMRSY** – QAD within a regular school year  **MISSING** |
| Referral Status | 189 | 15 | String | A | An indication that an educational or educationally-related service was received | **REFER** – Received service from referral  **MISSING** |
| Total Indicator | 204 | 1 | String | M | An indicator that defines the count level – see table 2.3-1 Required Categories and Totals | **N** – Specifies category set  **Y** – Specifies subtotal or total of the education unit |
| Explanation | 205 | 200 | String | O | Text field for state use. |  |
| Student Count | 405 | 10 | Number | M |  |  |
| Carriage Return / Line Feed (CRLF) | 415 | 1 |  | M |  |  |

Below is an example of a data record, this is the set of data that should be submitted for each education unit. See table 2.3-1.

**Table 4.2-2 Data Record Example**

|  |  |
| --- | --- |
| **Aggregation** | **Example** |
| Format | File Record Number,State Code,State Agency Number, Filler,Filler,Table Name,Age/Grade (w/o 13),Priority for Services (Only),Racial Ethnic,Age/Grade (w/o 13 and BT2),English Learner Status (Only),Disability Status (Only),Mobility Status (12 months),Mobility Status (Regular School Year),Referral Status,Total Indicator,Explanation,Student Count,Carriage Return / Line Feed (CRLF) |
| Category Set A | 1,80,01,,,MEPSTUDELIG,01,,BL7,,,,,,,N,,100¶ |
| Category Set B | 6,80,01,,,MEPSTUDELIG,,PS,,01,,,,,,N,,100¶ |
| Category Set C | 7,80,01,,,MEPSTUDELIG,,,,02,LEP,,,,,N,,100¶ |
| Category Set D | 8,80,01,,,MEPSTUDELIG,06,,,,,WDIS,,,,N,,100¶ |
| Category Set E | 10,80,01,,,MEPSTUDELIG,08,,,,,,QAD,,,N,,100¶ |
| Category Set F | 13,80,01,,,MEPSTUDELIG,11,,,,,,,QMRSY,,N,,100¶ |
| Category Set G | 13,80,01,,,MEPSTUDELIG,11,,,,,,,,REFER,N,,100¶ |
| Subtotal 1 | 24,80,01,,,MEPSTUDELIG,11,,,,,,,,,Y,,100¶ |
| Total of the Educational Unit | 25,80,01,,,MEPSTUDELIG,,,,,,,,,,Y,,1300¶ |



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1. Students working on a HSED outside of a K through 12 institution are counted as out-of-school youth. [↑](#footnote-ref-2)