

# Setup School SIF Codes

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This article is designed for advanced technical users only and is relevant to districts using SIF Data Exchange.

**This article is part of an ordered SIF Configuration process and applies to both methods of configuration** (Horizontal and Vertical).

Before beginning, please consider this setup step in relation to the ordered setup steps of the SIF Configuration process:

- [Setup School SIF Codes](#)
- [Setup SIF Grade Levels](#)
- [Setup SIF Zone](#)
- [Setup SIF Agent](#)
- [Setup SIF Data Access Rights](#)
- [Register Agent](#)
- [Request Data Sync](#)

The SIF Standard Code field identifies a [School](#) for reporting purposes and must be set on each participating school within a district/state. Often times this number will come from either the district or the state during implementation.

Entering a Standard Code is **NOT** a required step. States/districts who use unique state-wide school numbers are not required to enter a Standard Code (i.e, Iowa customers, etc).

When Standard Code is left blank, SIF logic will report the School Number for the StateProvinceId XML tag.

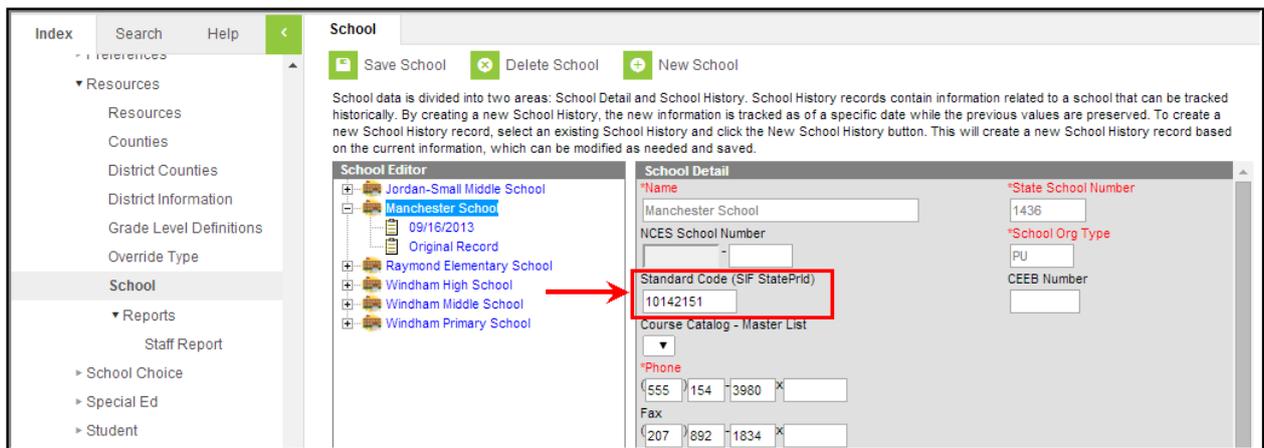
Schools within a SIF district that should be excluded from SIF reporting do not need a SIF Standard Code.

## Entering School SIF Codes

**PATH:** *System Administration > Resources > School*

Before beginning the rest of the SIF Configuration process, SIF school identification codes should be

entered in the **Standard Code (SIF StatePrid)** field of each participating [School](#).



### School SIF Code

1. Navigate to the [School](#) tool.
2. Select a school from the School Editor.
3. Enter the school's unique **SIF Standard Code (SIF StatePrid)** number.
4. Click the **Save** icon.
5. Repeat Steps 2 through 4 for each school to be included in SIF reporting.

**To continue SIF setup, proceed to [Setup SIF Grade Levels](#), or return to the [SIF Configuration](#) page.**