SSID Import (Washington)

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Importing Student State IDs | Report Layout

PATH: *WA State Reporting > SSID Import*

The Washington SSID Import is used to import student State IDs into the Campus System from the CEDARs SSID System.
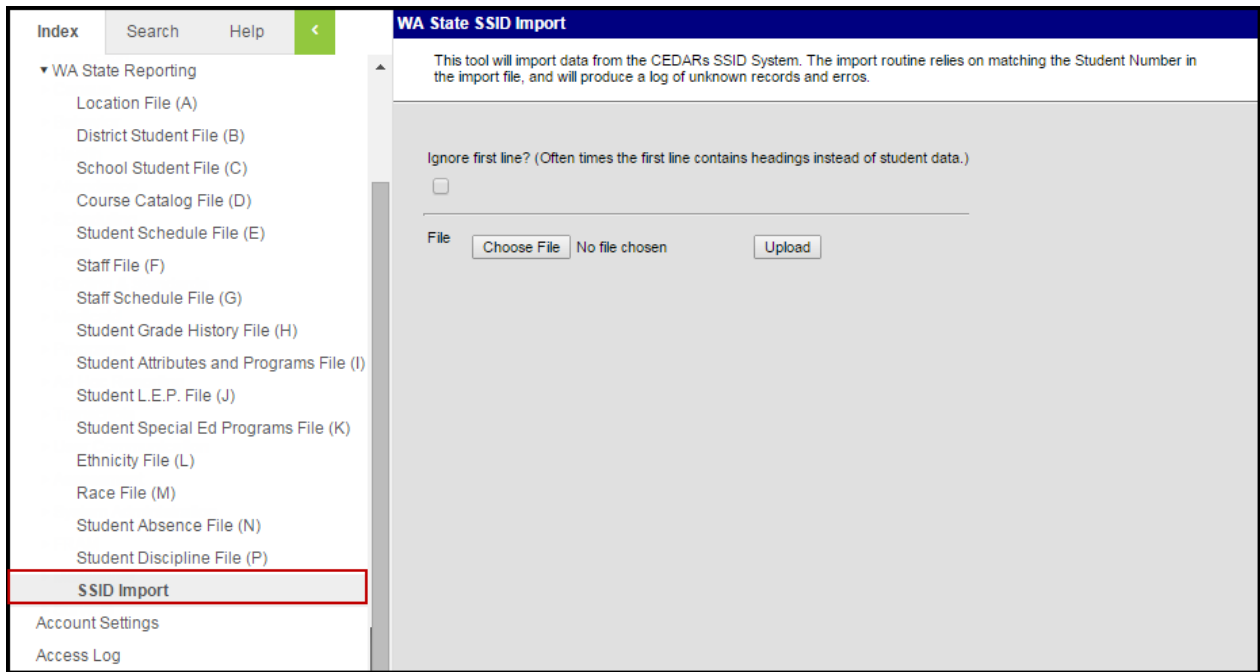

Image 1: SSID Import Editor

This process imports SSID when a student doesn't have a State ID and the DistrictStudentID matches the Student Number entered in Campus. Student first and last name must also match, otherwise a warning is generated.

Importing Student State IDs

1. Indicate if the import should **Ignore the First Line** of the file. This would be done if the first line is a header.
2. Click **Browse** to select the file to be uploaded.
3. Once a file is selected, click **Upload**.

Once the file is uploaded, a report will generate indicating **Results, Warnings** and **Errors**.

- **Results** indicate how many State IDs were added or changed and how many already existed.
- **Warnings** indicate how many files contain inconsistent information, such as students whose Student Number match but names do not.
- **Errors** indicate failed record transfers, such as when a record was not imported because a matching Student Number was not found.

Report Layout

Element Name	Description	Type, Format and Length	Campus Location	Campus Interface
SSID	The State ID imported if a matching Student Number is found.	Numeric, 10 digits	Person.stateID	Census > People > Demographics > Person Identifiers > Student State ID
Serving District	The district responsible for student education.	Numeric, 5 digits	Enrollment.servingDistrict	Student Information > General > Enrollments > State Reporting Fields > Serving District Code
District Student ID	The Student Number used to match student records.	Numeric, 10 digits	Person.studentNumber	Census > People > Demographics > Person Identifiers > Local Student Number
Last Name	The legal last name of the student.	Alphanumeric, 40 characters	Identity.lastName	Census > People > Demographics > Last Name
First Name	The legal first name of the student.	Alphanumeric, 35 characters	Identity.firstName	Census > People > Demographics > First Name
Middle Name	The legal middle name of the student.	Alphanumeric, 30 characters	Identity.middleName	Census > People > Demographics > Middle Name
Birth Date	The student's date of birth.	Date field, 10 characters MM/DD/YYYY	Identity.birthDate	Census > People > Demographics > Birth Date

Element Name	Description	Type, Format and Length	Campus Location	Campus Interface
Gender	The student's gender.	Alphanumeric, 1 character	Identity.gender	Census > People > Demographics > Gender
Date Enrolled in District	The earliest start date of all in-district enrollments for this student during the current school year. Calculated not stored This field is optional.	Date field, 10 characters MM/DD/YYYY	Enrollment.startDate	Student Information > General > Enrollments > Start Date
Serving School	Indicates the school where the student receives their education. This field is optional.	Char, 4 digits	Enrollment.servingSchool	Student Information > General > Enrollments > Serving School
Date Enrolled in School	Date on which the student began school. This field is optional.	Date field, 10 characters MM/DD/YYYY	Enrollment.startDate	Student Information > General > Enrollments > Start Date
Grade Level	The student's grade level.	Alphanumeric, 2 characters	Enrollment.stateGrade	System Administration > Calendar > Grade Levels > Grade Level Editor > Grade Level Detail > State Grade Level Code