CALPADS SSID Enrollment (SENR) [.2140 - .2223]

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Classic View: CA State Reporting > CALPADS SSID Enrollment (SENR)

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This file format is used to assign an SSID to a student as well as manage enrollments. Records are added, updated, and deleted using specific transaction types chosen in the editor. Add/Update is the default transaction.

This record is required for the Fall 1 (Annual Enrollment Update), approximately October 1 to December 15. It should be submitted on an ongoing basis throughout the year as students enroll into and exit from schools and districts.

CALPADS SSID Enrollment

Report Logic

Students are included on the report when:

- The Enrollment Start Date is within the entered date range, regardless of the Enrollment Start Status when the **Report Type** is set to **Fall 1**.

- The Enrollment End Date is within the entered date range (including the date selected) when the Enrollment End Status is not blank or 440 when the **Report Type** is set to **End of Year**.
- The student has a grade level change, Interdistrict Transfer Code change or District of Geographic Residence Code change with an End Date within the entered Date Range on the Extract Editor, and the **End Status** is E150 when the **Report Type** is set to **Change/Update.**
- The student has an enrollment change of any type and the enrollment has a CALPADS reported Enrollment End Status.
- The **Students with no SSID** checkbox is marked, only students who have an appropriate enrollment start and/or end date AND status and a blank SSID report.
- Students marked as No Show report when the start/end date is within the entered date range.

Students are NOT included on the report when:

- The Enrollment Record has a Service Type of N.
- Enrollments, grade levels or calendars are marked as State Excluded.

Enrollment service types P and S report. Students who have concurrent enrollment records (primary and secondary enrollments) report a record for each enrollment when the other selection criteria are appropriate to the enrollments.

All active enrollments within the date range selected on the extract editor report as of the active start date of the enrollment based on the selected **Report Type**:

- **Fall 1** - reports all student enrolled between the date range in the selected calendars.
- **Change/Update** - reports students who had an enrollment change of any type and the enrollment has a CALPADS reported Enrollment End Status.
- **End of Year** - reports students who have an enrollment end date within the entered date range and their enrollment end status is reportable. When the end status is null or a non-reportable status, and/or the End Date is null, the student does not report.
  - These end statuses are reportable: T160, 100, 104, 106, 108, 120, 250, 320, 330, 360, 480, E125, E130, E150, E155, E170, E140, E300, E400, E410, E450, N470, T165, T167, T180, T200, T240, T260, T280, T370, T380, E230, N43.
  - These end statuses have been deactivated, but still report: T270, T310, T460.

When the student has multiple reportable continuous enrollments in the same calendar (Start Date in the date range or an End Date in the date range, and an End Status other than blank, 440 or E490) in the Same school, multiple enrollments report as one. The latest End Date with a reportable End Status report as the Student School Exit Date, unless the End Status is N470.

- Start Date
- Enrollment Service Type
- CALPADS Enrollment Status

When the student has multiple enrollments in the same calendar with the end status of 440, the following reports from the last enrollment of that year:

- Grade Level
- Enrollment Exit Date
- Student Exit Code

- Resident District
- NPS School
- Receiver School
- UC/CSU Requirements Met

All enrollments within the same school that have a change in Grade Level, Interdistrict Transfer Code or District of Geographic Resident report. The E150 End Status is used to end enrollments for these changes.

An enrollment start or end that is NOT a Grade Level, Interdistrict Transfer or District of Geographic Residence does not need to report.

Reports students with enrollment records currently active within the date range. Active enrollment records include records with start and end dates that can be inside or outside the selected date range.

Operational Keys

- School of Attendance (Field 6)
- SSID (Field 8)
- Student School Start Date (Field 23)

Students with *Service Type S: Partial* enrollments should have a value chosen in the CALPADS Enrollment Status field in the State Reporting Enrollment Editor. When a value is not chosen, the student reports with the default value *20: Secondary Enrollment* in the extract.

Student Enrollment Editor Fields

Non-Binary Gender Reporting

Schools can assign students a gender of M: Male, F: Female or X: Non-binary. This is done on the Identities tool and/or the Demographics tool.

> CALPADS Extracts use the Legal Gender field included in the Protected Identity Information to report student identity information.

To properly record a gender of X: Non-Binary, on the Identities tool:

1. Assign the **Gender of X: Non-Binary** in the standard identify fields.
2. Assign the **Protected Identity Information Legal Gender** field to either M: Male or F: Female.
3. Save the record when finished.
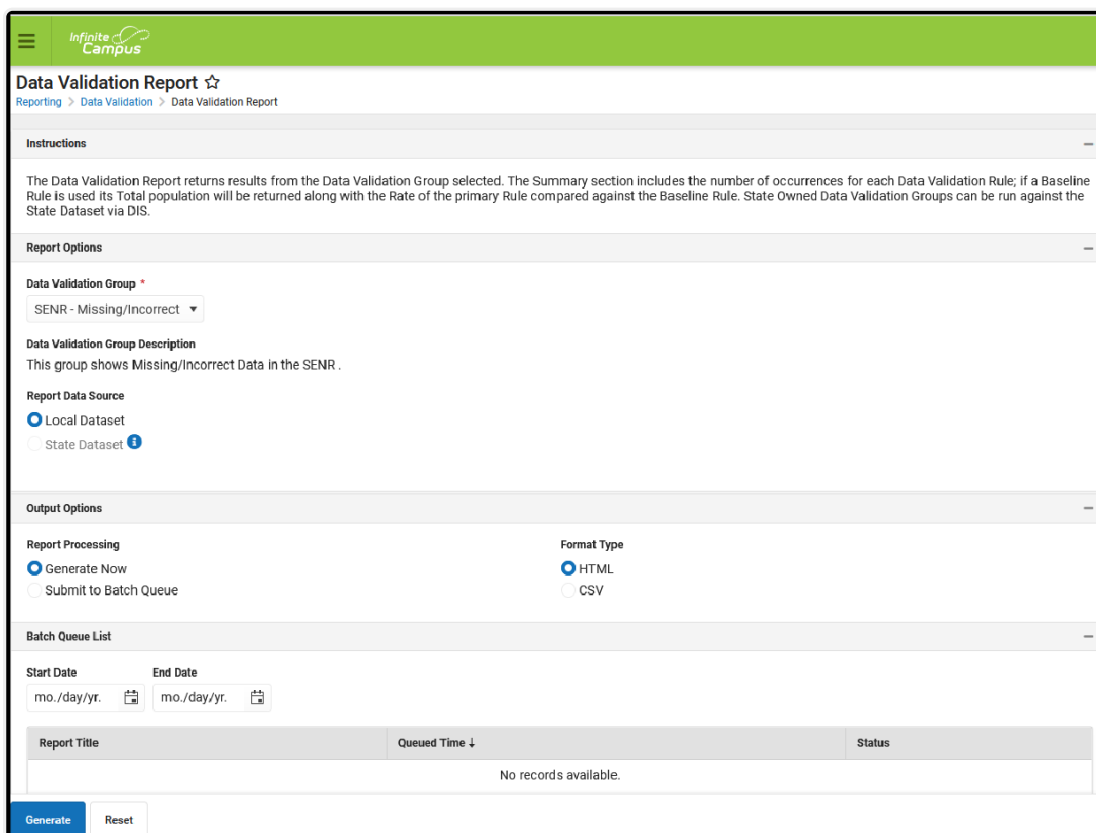
Gender and Legal Gender Assignment

Validate SENR Data

Use the Data Validation Report to correct any student data prior to the submitting the CALPADS file to the state. Validation Groups and Validation Rules are provided by Infinite Campus for SENR. These groups are used to return certain rules assigned to each group.

Modifications to the Validation Rules and Validation Groups can be made if your district has purchased the Campus Analytics Suite; otherwise, they are read-only.

Users can select the **Missing or Incorrect Data** Validation Group, which returns any missing or incorrect data that is reported in the SENR, like a missing enrollment exit reason or an incorrect date, for example.

Data Validation Report - SENR Missing/Incorrect Data

The report first lists a Summary of the issues found and the total number of occurrences.

SENR Validate Report Summary List

Then, click the Rule in the Summary column(for HTML format), or scroll through the report to see which students meet the criteria of the rule logic.

SENR Validate Report Results

Use the table below, which includes the rule, rule logic and location, for correcting the data.

Missing or Incorrect Data

The Missing or Incorrect Data Report uses the following rules and logic (open the Click here to Expand section below to see each rule).

▸ Click here to expand...

Report Editor

The following fields are available on the CALPADS SSID Enrollment (SENR) editor.

Field	Description
Reporting Date	When a reporting date is entered, only records active as of the selected date report. For the Reporting Date and Date Range fields, only one option can be used at a time when generating a report.
Date Range	Indicates the start and end dates of enrollments to use when updating student records.
Transaction Type	Indicates the type of transaction that occurs: • Add/Update - student enrollment information is added and/or updated • Delete - student enrollment information is deleted. • Replace - existing student enrollment information is replaced with new information
Report Type	Selection determines which students report: • **Fall 1** - reports all student enrolled between the date range in the selected calendars. • **Change/Update** -reports students who have an enrollment change of any type and the enrollment has a CALPADS Enrollment End Status. • **End of Year** - reports students who have an enrollment end date within the entered date range and their enrollment end status is reportable. When the end status is null or a non-reportable status, and/or the End Date is null, the student does not report. See the Report Logic section for more information.
Format	Selection indicates the format type of the extract. Use the State Format (Caret Delimited) when submitting the information to the state. Use the CSV or HTML format when verifying and testing student data.
Student with no SSID	When marked, only those students who have an Enrollment Start and/or End Date within the entered date range and an appropriate Enrollment Status (see the Report Logic section) AND a blank State ID report.
Legal Name and Gender	When marked, the student's legal name and gender information reports from the Protected Identity Information, instead of the student's name and gender. See the Non-Binary Gender Reporting section for more information.
Ad hoc Filter	Select which students to include in the extract by choosing a filter that was created in the Filter Designer.
Calendar Selection	Select the calendar of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year.
Report Generation Options	Choose the Generate Extract to display the results of the chosen items immediately. Choose the Submit to Batch option to generate the report at a specified time. This option is helpful when generating large amounts of data.

Generate the CALPADS SSID Enrollment File

1. Enter a **Date Range** for the report.
2. Select the **Transaction Type** for this file.
3. Select the **Report Type** from the dropdown list.
4. Select the **Format** of the report.
5. Select the **Student with no SSID** checkbox only when students who do not have an SSID should be included in this file.
6. Select the **Legal Name and Gender** checkbox to report the students' legal and name and gender information.
7. Use the **Ad hoc Filter** to select students already included in a filter. This is not required. When not chosen, all students who have the appropriate enrollment start or end status during the entered date range are included.
8. Select the **Calendars** to include in the file.
9. Click the **Generate Extract** button. Or generate the extract at a specified time using the **Submit to Batch** button. The file appears in a new window in the selected format.
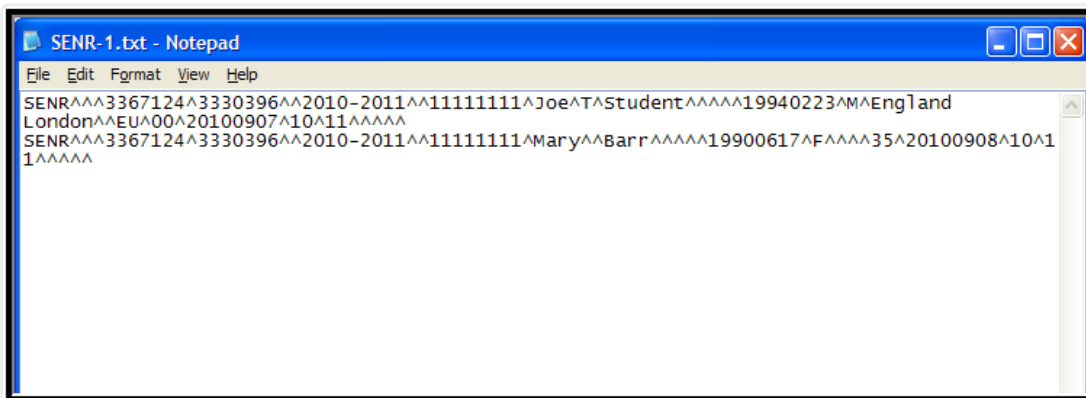
SSID Enrollment File - State Format (Caret Delimited)
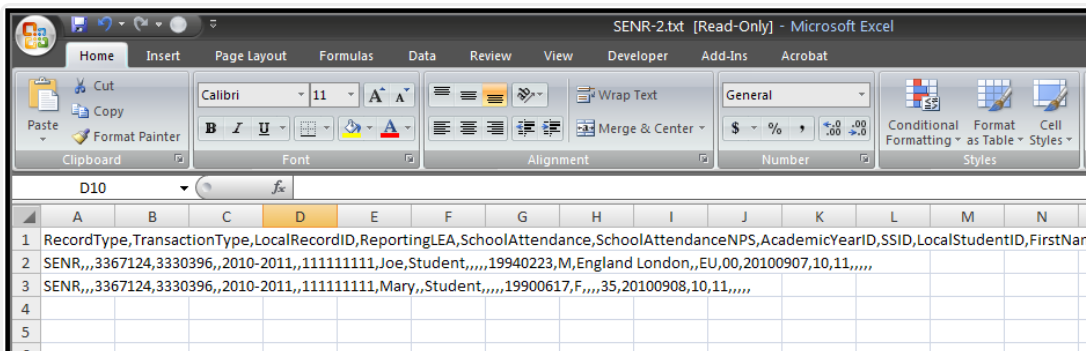
SSID Enrollment File - CSV Format

CALPADS SSID Enrollment Records:2												
RecordType	TransactionType	LocalRecordID	ReportingLEA	SchoolAttendance	SchoolAttendanceNPS	AcademicYearID	SSID	LocalStudentID	FirstName	MiddleName	L
SENR			3367124	3330396		2010-2011		1111111111	Sam	T	Ic
SENR			3367124	3330396		2010-2011		1111111111	Sam		B

SSId Enrollment File - HTML Format

SSID Enrollment File Layout

Data Elements	Description	Location
Record Type Code *Required*	Type of data record being submitted. Always reports as SENR. *Alphanumeric, 4 characters*	Data not stored
Transaction Type Code	Action the state should take with this record. Chosen on the Extract Editor. • D = Delete • R = Replace • Blank or no transaction type = Add/Update *Alphanumeric, 1 character*	Data not stored
Local Record ID	N/A	N/A

Data Elements	Description	Location
Reporting LEA *Required*	A unique identifier for the educational service institution responsible for obtaining and maintaining a student's Statewide Student Identifier by way of an enrollment record in CALPADS. When the reporting calendar is from a School with Type = 15: Independently Reporting Charter, the State School Number reports (not the State District Number). This field reports the Secondary District Number when the reporting calendar has a School Type of 16: Secondary State District Number. *Numeric, 7 digits*	System Administration > Resources > District Information > State District Number District.number System Administration > Resources > School > School Type School.type System Administration > Resources > School > School Number School.number
School of Attendance *Required*	Reports the State School Number from the student's enrollment record. When the CDS Number is populated on the School editor, that value reports. *Numeric, 7 digits*	System Administration > Resources > School > State School Number School.number System Administration > Resources > School > CDS Number
School of Attendance NPS *Required*	School number when student attends NPS school. This is reported when populated on enrollment. Only required when the School of Attendance reports 0000001. *Numeric, 7 digits*	Student Information > General > Enrollments > Special Education Fields > NPS School Code Enrollment.code

Data Elements	Description	Location
Academic Year ID *Required*	School year identifier. *Date field, 9 characters (CCYY-CCYY)*	System Administration > Calendar > School Years > Start Year/End Year Calendar.year
SSID *Required*	Student's State ID. When the student does not have a state ID at the time the file is generated, the field reports blank. This is only required when submitting a record with Transaction Type of Delete or Replace. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Local Student ID *Required*	Student's Local ID. *Numeric, 15 digits*	Census > People > Demographics > Person Identifiers > Student Number Person.studentNumber
Student Legal First Name *Required*	Reports the student's legal first name. When the Legal First Name field is populated, information reports from that field. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > First Name Identity.firstName Census > People > Identities > Identity Information > Protected Identity Information > Legal First Name Identity.legalFirstName

Data Elements	Description	Location
Student Legal Middle Name	Reports the student's legal middle name. When the Legal Middle Name field is populated, information reports from that field. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > Middle Name Identity.middleName Census > People > Identities > Identity Information > Protected Identity Information > Legal Middle Name Identity.legalMiddleName
Student Legal Last Name *Required*	Reports the student's legal last name. When the Legal Last Name field is populated, information reports from that field. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > Last Name Identity.lastName Census > People > Identities > Identity Information > Protected Identity Information > Legal Last Name Identity.legalLastName
Student's Legal Name Suffix Code	Indication student is considered a Junior, III, etc. *Alphanumeric, 3 characters*	Census > People > Demographics > Person Information Identity.suffix

Data Elements	Description	Location
Student Alias First Name	Student's first name (populated from an earlier identity). When the Legal First Name field is populated on the earlier identity, information reports from that field. When the Alias First Name, Alias Middle Name and Alias Last Name is the same as the Legal First Name, Legal Middle Name, and Legal Last Name, this field reports blank. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > First Name Identity.firstName Census > People > Identities > Identity Information > Protected Identity Information > Legal First Name Identity.legalFirstName
Student Alias Middle Name	Student's middle name (populated from an earlier identity). When the Legal middle Name field is populated on the earlier identity, information reports from that field. When the Alias First Name, Alias Middle Name and Alias Last Name is the same as the Legal First Name, Legal Middle Name, and Legal Last Name, this field reports blank. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > Middle Name Identity.middleName Census > People > Identities > Identity Information > Protected Identity Information > Legal Middle Name Identity.legalMiddleName

Data Elements	Description	Location
Student Alias Last Name	Student's last name (populated from an earlier identity). When the Legal Last Name field is populated on the earlier identity, information reports from that field. When the Alias First Name, Alias Middle Name and Alias Last Name is the same as the Legal First Name, Legal Middle Name, and Legal Last Name, this field reports blank. *Alphanumeric, 50 characters*	Census > People > Demographics > Person Information > Last Name Identity.lastName Census > People > Identities > Identity Information > Protected Identity Information > Legal Last Name Identity.legalLastName
Student Birth Date *Required*	Day, month and year student was born. *Date field, 8 characters (CCYYMMDD)*	Census > People > Demographics > Person Information Identity.birthDate
Student Gender Code *Required*	Student's gender. When the Legal Gender field is populated, information reports from that field. *Alphanumeric, 1 character (M or F)*	Census > People > Demographics > Person Information > Gender Identity.gender Census > People > Identities > Identity Information > Protected Identity Information > Legal Gender Identity.legalGender
Student Birth City	City in which the student was born. *Alphanumeric, 30 characters*	Census > People > Demographics > Person Information > Birth City Identity.birthCity

Data Elements	Description	Location
Student Birth State Province Code	State or province in which the student was born. The 2-character country code part of the Birth State code must generally match the Birth Country code when submitted. However, combinations like Birth Country=PR: Puerto Rico and Birth State=US-PR: Puerto Rico does not cause an error. *Alphanumeric, 6 characters (XX-YY or XX-YYY)*	Census > People > Demographics > Person Information > Birth State Identity.birthStateNoSIF
Student Birth Country Code *Required*	Country in which the student was born. *Alphanumeric, 2 characters*	Census > People > Demographics > Person Information > Birth Country Identity.birthCountry
Enrollment Start Date *Required*	As long as the student has remained continuously enrolled in the School, as indicated by a Start Status of 15 or 30, the earliest start date in that school is reported. This reports the first historical enrollment start date in the reporting school that has a start status code not equal to 15 or 30. When the School Start Date is populated on the active/reporting enrollment, that date overrides the calculation. *Date field, 8 characters (CCYYMMDD)*	Student Information > General > Enrollments > General Enrollment Information > Start Date Enrollment.startDate Student Information > General > Enrollments > State Reporting Fields > School Start Date

Data Elements	Description	Location
Enrollment Status Code *Required*	Student's enrollment status at the reporting school. See the California Enrollment page for more information. • When Service Type = P, this reports as 10 • When Service Type = S, this reports as 20 (unless there is a value chosen in CALPADS Enrollment Status). • When Service Type = N, record is not reported. *Numeric, 2 digits*	Student Information > General > Enrollments > General Enrollment Information > Service Type Enrollment.serviceType Student Information > General > Enrollments > State Reporting Fields > CALPADS Enrollment Status
Grade Level Code *Required*	Student's state grade level. When SSID is null, data is required. *Alphanumeric, 2 characters*	Student Information > General > Enrollments > General Enrollment Information > Grade Enrollment.grade
Enrollment Exit Date	Date student's enrollment record ended. This reports unless end status is 440. *Date field, 8 characters (CCYYMMDD)*	Student Information > General > Enrollments > General Enrollment Information Enrollment.endDate

Data Elements	Description	Location
Student Exit Reason Code	Student's Enrollment End Status. This reports when the end status is populated and not E490 or 440. When end status is 100, 104, 106, 108, 120, 250, 320, 330, 360 or 480, E230 reports. When another end status, the actual code reports. See the California Enrollments page for more information. *Alphanumeric, 4 characters*	Student Information > General > Enrollments > General Enrollment Information > End Status Enrollment.endStatus
Student School Completion Status *Required*	Student's enrollment completion status. Only required when Student Exit Reason Code reports E230 (Enrollment End Status=100, 104, 106, 108, 120, 250, 320, 330, 360, or 480). See the California Enrollments page for more information. *Numeric, 3 digits*	Student Information > General > Enrollments > General Enrollment Information > End Status Enrollment.endStatus

Data Elements	Description	Location
Expected Receiver School of Attendance *Required*	School number student is expected to attend. Only required when T165 or T160 (from an Alternative School) is reported in Student Exit Reason Code. This reports only when exit status is T165 or when exit status is T160 and School Type is: • 04: County Community • 05: Juvenile Court • 12: Community Day • 13: Continuation • 14: Opportunity School or Program *Numeric, 7 digits*	Student Information > General > Enrollments > State Reporting > Receiver School CustomStudentEnrollment.receiver School System Administration > Resources > School Type
Student met all UC CSU Requirements Indicator *Required*	Indicator that graduated student met UC/CSU requirements. Only required when the student's School Completion Status is 100, 106 or 108. *Alphanumeric, 1 character (Y or N)*	Student Information > General > Enrollments > State Reporting > UC/CSU Require CustomStudent Enrollment.UCCSUReqs

Data Elements	Description	Location
Student School Transfer Code	Reports the assigned Interdistrict Transfer code from the student's enrollment record on the reporting date, when populated. Otherwise, this field reports blank. Options are: • Other Interdistrict Transfer Agreement • Public School Choice - Program Improvement • Public School Choice Transfer - Persistently Dangerous • District of Choice Transfer *Numeric, 1 digit*	Student Information > General > Enrollments > State Reporting > Interdistrict Transfer Enrollment.interdistrictTransfer
District of Geographic Residence	Reports the number from the Resident District Number field on the student's active enrollment on the reporting date when this number is different from the State District Number for the reporting school. Otherwise, this field reports blank. *Numeric, 7 digits*	Student Information > General > Enrollments > State Reporting > District of Geographical Residence Number Enrollment. residentDistrict

Data Elements	Description	Location
Student Golden State Seal Merit Diploma	Indicates whether a high school student has earned the Golden State Seal Merit Diploma. Reports a value of Y when the student's **Enrollment End Status** (Student Completion Code) is *100: Graduated, HS Diploma* and the **Golden Seal of Merit Diploma** is selected on the Graduation tool. When there is no State Seal, a value of N reports (even when there is an Enrollment End Status of 100). When there is no State Seal selected and no Enrollment End Status of 100, this field reports blank. *Alphabetic, 1 character (Y or N)*	Student Information > General > Enrollments > General Enrollment Information > End Status Enrollment.endStatus Student Information > General > Graduation > State Seal Information GraduationSeal.stateSeal

Data Elements	Description	Location
Student Seal of Biliteracy Indicator	Indicates whether a high school student has earned the Golden State Seal of Biliteracy. Reports a value of Y when the student's **Enrollment End Status** (Student Completion Code) is *100: Graduated, HS Diploma* and the **Seal of Biliteracy** is selected on the Graduation record. When there is no State Seal, a value of N reports (even when there is an Enrollment End Status of 100). When there is no State Seal selected and no Enrollment End Status, this field reports blank. *Alphabetic, 1 character (Y or N)*	Student Information > General > Enrollments > General Enrollment Information > End Status Enrollment.endStatus Student Information > General > Graduation > State Seal Information GraduationSeal.stateSeal

Data Elements	Description	Location
Adult Age with Students with Disabilities Transition	Indicates whether a student with disabilities who is at least 17 years old is participating in a program to assist in the student's transition from school to adult life, including education and training, employment and independent living. • Reports Y when the student has the Adult Age Students with Disability checkbox is marked on the enrollment record AND the student has a Program flag of 144 and the student's age at the start of enrollment is aged 17 or higher, and the state grade of enrollment is 12. • Reports N when the Adult Age Students with Disability checkbox is not marked on the enrollment record. When the student is not in Program 144, reports blank. *Alphabetic, 1 character (Y or N)*	Student Information > General > Enrollment > Special Ed Fields > Adult Age Students with Disability Enrollment.postSecondaryTransitionInd