

EMIS MANUAL

Section 2.14: Student Special Education Graduation Requirement (FE) Record

Version 10.0

July 1, 2024



REVISION HISTORY

The revision history sections of the EMIS Manual provide a means for readers to easily navigate to the places where updates have occurred. Significant changes and updates are indicated through underlined blue text for additions and red text with strikethroughs for deletions. Minor changes—such as typos, formatting, and grammar corrections or updates—are not marked.

Version	Date	Effective	Change #	Description
<u>10.0</u>	<u>07-01-24</u>	<u>FY25</u>	<u>25-97</u>	<u>Updated Department name and logo (ODE to DEW).</u>
9.0	7/1/23	FY24	NA	Posted for FY24.
8.0	7/1/22	FY23	23-7	Remove Assessment Area option PHYS.
7.2	9/10/21	FY22	22-62	Updated to remove OGT and Assessment Area W.
7.1	7/1/21	FY22	NA	Posted for FY22.
7.0	7/1/20	FY21	NA	Posted for FY21.
6.3	6/30/20	FY20	NA	Posted for FY20.
6.3	6/30/20	FY19		Removed E and X Collections; no longer being implemented.
6.2	7/5/18	FY19	NA	Posted for FY19.
6.1	2/9/18	FY18	NA	No FY18 changes.
6.0	7/5/17	FY17	NA	No FY17 changes.
5.0	8/3/16	FY16	37225	Updated valid options for Assessment Area Code and Assessment Type Code.
5.0	8/3/16	FY16		Added Coming Changes section.
4.0	10/16/15	FY15		Updated language to reflect shift from reporting periods to FY15 reporting.
4.0	10/16/15	FY15	1078	Removed reference to IEP Date Type Code FIEP.
3.0	6/7/13	FY13K	938	Added AIEP Option to FE060.
2.0	3/7/13	E-Transcript (E)	922	Added E-Transcript special collections to Required Reporting Period section.
2.0	3/7/13	Student Record Exchange (X)	921	Added Student Record Exchange special collections to Required Reporting Period section and SRE (X) to File Layout. Added language to the General Guidelines.
1.1	2/1/13	FY12G	755	Added Graduation (G) to required reporting period section and File Layout. Added language to the General Guidelines.

COMING CHANGES

The EMIS Manual is a living document, and each fiscal year's version is updated throughout the school year. For information regarding specific known changes that may impact the elements in this section, see the appropriate EMIS Changes webpage.

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2.14 STUDENT SPECIAL EDUCATION GRADUATION REQUIREMENT (FE) RECORD

Required Collections

The Student Special Education Graduation Requirement (FE) Record is to be reported for the Beginning of Year, Midyear, and End of Year Student (S) Collections, the SOES Beginning of Year and End of Year Student (S) Collections, and the Graduation (G) Collection.

General Guidelines

This record is reported whenever an IEP determination is made to add, confirm, or cancel an exemption from the consequences of any graduation assessment and/or individual graduation assessment areas.

If the record is being used to report a granting of an exemption in a particular Assessment Type/Area combination, it is reported in the first school year of the IEP determination and every year thereafter, thereby confirming that the IEP team has continued the exemption on the IEP. This is true even if there is no change in the granted exemptions from one IEP to the next.

If the record is being used to report removing or canceling an exemption in a particular Assessment Type/Area combination, removal of the exemption is reported in the initial year of the IEP change and optionally thereafter.

If a student is never exempted from a particular Assessment Type/Area combination, then it is not necessary to report a Student Special Education Graduation Requirement (FE) Record for that combination.

Separate records are submitted per graduation assessment type/area.

When this record is reported, a matching Student Special Education (GE) Record (matching on Date and Date Type) must be reported for the IEP that reflects the determination of the exemption(s). The exception would be when reporting for the Graduation (G) Collection. The Student Special Education (GE) Record would not be reported for the Graduation (G) Collection.

Student Special Education Graduation Requirement (FE) Record Data Elements

The following portion of this section discusses each of the data elements within the Student Special Education Graduation Requirement (FE) Record. The elements are organized alphabetically.

Assessment Area Code

Record Field Number	FE090
Definition	A code of up to four characters that identifies the assessment area (subject) for which the student has been granted a graduation exemption or is no longer exempt.

Valid Options

R	Reading
M	Math
C	Social Studies

S	Science
HIST	American/United States History
ELA1	English Language Arts 1
ELA2	English Language Arts 2
ALG1	Algebra 1
GEOM	Geometry
MTH1	Mathematics 1
MTH2	Mathematics 2
BIOL	Biology
GOVM	Government

Reporting Instructions. Report the Assessment area in which the student has been granted an exemption for graduation as determined by the student’s IEP team and recorded on the corresponding IEP. Assessment areas that do not require all four available characters may be reported with either leading or trailing spaces.

☀ **Assessment Type Code**

Record Field Number	FE080
Definition	The code used to indicate the type of graduation assessment for which the student has been granted a graduation exemption or is no longer exempt.

Valid Options

GX	High School Alternate Assessment (High School Alt)
GE	End of Course (EOC)

☀ **Exemption Flag**

Record Field Number	FE100
Definition	Indicates the status of the graduation exemption for the reported Assessment Type/Area as determined by the student’s IEP team.

Valid Options

Y	Exempt- the student’s IEP team has determined that the student does not need to achieve at or above the proficient level on this assessment for the reported Assessment Type/Area in order to graduate
N	Not exempt- the student’s IEP team has determined that the student must achieve at or above the proficient level on this assessment for the reported Assessment Type/Area in order to graduate

Reporting Instructions. Report this value whenever the student’s IEP has determined that the student is granted an exemption or is no longer granted an exemption from the consequences of a Graduation test.

☀ **IEP Date**

Record Field Number	FE070
Definition	Date of the IEP, as reported on the Special Education (GE) Record, on

	which the graduation assessment requirement was determined.
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Valid Options

YYYYMMDD Year, Month, Day.

Reporting Instructions. Report the same date as reported in the Date Element (GE100) for the IEP being reported in the Special Education Record.

☼ IEP Date Type Code

Record Field Number	FE060
Definition	Date type of the IEP, as reported on the Special Education (GE) Record, on which the graduation assessment requirement was determined.

Valid Options

- AIEP IEP Completion Date-Amended
- IIEP IEP Completion Date-Initial
- RIEP IEP Completion Date-Periodic Review
- TIEP Transfer Student IEP Adoption Date

Reporting Instructions. Report the same option as reported in the *Date Type Element (GE110)* for the IEP being reported in the Special Education Record.

Defining a Unique Record

Each EMIS record has specific fields that must be unique on each row of data reported to the Department. For the Student Special Education Graduation Requirement (FE) Record, each combination of values in the following fields must be unique.

Required Fields	Number
EMIS Student ID	FE050
IEP Date Type	FE060
IEP Date	FE070
Assessment Type Code	FE080
Assessment Area Code	FE090

2.14 STUDENT SPECIAL EDUCATION GRADUATION REQUIREMENT (FE) RECORD FILE LAYOUT

Number	Position	Name	PIC/Size
	1-8	Filler	PIC X(8)
FE010	9-10	Sort Type	PIC X(2)
		Always "FE"	
	11	Filler	PIC X
FE020	12-15	Fiscal Year, e.g., 2020 (CCYY)	PIC X(4)
FE030	16	Data Sets	PIC X
		G – Graduation S – Student	
FE040	17-22	District IRN	PIC X(6)
FE050	23-31	EMIS Student ID Number	PIC X(9)
FE060	32-35	IEP Date Type	PIC X(4)
FE070	36-43	IEP Date	PIC 9(8)
FE080	44-45	Assessment Type Code	PIC X(2)
FE090	46-49	Assessment Area Code	PIC X(4)
FE100	50	Exemption Flag	PIC X