# CHILDREN WITH DISABILITIES EXITING SPECIAL EDUCATION REPORT EXPLANATION (..TXT\_CCYYN\_STU\_DISAB\_EXITING)

**Education Management Information System (EMIS)** 



Revision Date March 22, 2007

**Prepared by ODE, Information Policy Management** 

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# **Revision History**

The revisions to this document listed in the table below.

<b>Revision Date</b>	Owner/Source	Description of Change
March 22, 2007	ODE, IPM	Created from existing documentation, report



# **Report Overview**

# General Description and Significance

This report informs districts about students who are handicapped but have left the special education milieu because of a determination that they are not now disabled or because they graduated or because of other withdrawal reasons.

This report is used to provide information about the ages, reasons, and numbers of students who are no longer being educated as special education students by that district at the time of year-end reporting.

This report presents a picture of students who have exited special education during the current school year. There are two sections of the report. The first section displays the data in columns of exiting categories, called the "BASIS OF EXIT" and in rows by age; there are age subtotals for the 3-13, 14-21, and over 21 age groups. The second section displays the data in columns of racial/ethnicity groups and in rows of BASIS OF EXIT category. The final page of the report totals the student counts using the same format as the second section of the report.

## Tips for Reading This Document

- EMIS data elements are written in SMALL CAPITAL LETTERS.
- Report field names are written in **BOLD SMALL CAPITAL LETTERS**.
- Options (values) for each data element are indicated in *ITALICIZED CAPITAL LETTERS* and are enclosed in quotation marks.
- Record names are displayed in *italicized bold letters*.
- File names are displayed in **CAPITALIZED BOLD LETTERS**.
- CCYYP denotes the century and year and processing period.

# Report Name and Timing

The file name for the report is:

# **DAS\_IRN\_COORD\_CCYYMMDD.TXT\_CCYYN\_STU\_DISAB\_EXITING**; its components are described below. This report is produced during the Year end (N) reporting period.

Date Generated at ODE (Year/Month/Date)

ITC\_IRN\_COORD\_CCYYMMDD. TYP\_CCYY?\_??????? Report Topic

Information Technology Center



# **ODE Processing**

# Process Description

These data come to ODE in the **YAAT** (**Year End Attendance**) file based on original data from the district's **GI** (**Student Demographic**) and **GK** (**Student Attendance**) files. The aggregation process accumulates counts from data submitted during each week of the year-end reporting cycle. After the data are accepted and incorporated into its **Year End Attend RMS** files, the report is generated.

The *ACGR* file is used for completer information: diploma date, type of degree.

#### Data Source

The primary source of these data is the **Year End Attend RMS** file which is derived from **GI** (**Student Demographic**) and **GK** (**Student Attendance**) records. **ACGR** records are also used for completer counts.

The *Proficiency Detail* and *OGT Detail* are used to determined counts in category C, "Graduated, Met Alternate Requirements".

**OEDS** is used to provide header information for the report pages and to determine the output file name.

#### **Submitted Data Used in Report**

These are data used without change from the districts' submissions.

Element Name	Record Field #	File Name	Special Notes
DISABILITY CONDITION	GI160	Student Demographic	
RACE/ETHNICITY	GI090	Student Demographic	
WITHDRAWAL DATE	GK230	Student Attendance	
WITHDRAWAL REASON	GK240	Student Attendance	
DIPLOMA DATE	GK260	Student Attendance	
DIPLOMA TYPE	GK270	Student Attendance	
PRIOR DISABILITY	GI250	Student Demographic	
CONDITION			
BUILDING NAME		OEDS	
DISTRICT NAME		OEDS	
DISTRICT IRN		OEDS	
COUNTY		OEDS	
GRAD REQUIREMENT	GT250 or GX250	Proficiency or OGT	Y or N
		detail	
REQUIRED TEST TYPE	GT215 or GX215	Proficiency or OGT	Which file is used
		detail	depends on student's
			high school year



#### **Derived Data Used in Report**

These fields are created in the aggregation/ODE process from data submitted by the districts.

Element Name	Record Field #	File Name	Field Value	Conversion factors
ATTENDING HOME	A1050	YAAT	1 <sup>st</sup> character = "1", 2 <sup>nd</sup>	ENROLLED STUDENT and
STATUS			character = STUDENT	GK305 = "0"
			STATUS	
ATTENDING HOME	A1050	YAA T	$1^{\text{st}}$ character = "2", $2^{\text{nd}}$	ENROLLED STUDENT,
STATUS			character = STUDENT	GK305 not = "0", GI150 =
			STATUS, FTE calculated	"0"
ATTENDING HOME	A1050	YAA T	$1^{ST}$ character = "1" and $2^{nd}$	ENROLLED STUDENT,
STATUS			character = STUDENT	GK305 not = "0", GI150 >
			STATUS, FTE calculated,	"0", GI120 not = "9", "2",
			flagged as Not Open	"3", or "B"
			Enrollment	
ATTENDING HOME	A1050	YAA T	$1^{ST}$ character = "1" and $2^{nd}$	ENROLLED STUDENT,
STATUS			character = STUDENT	GK305 not = "0", GI150 >
			STATUS, FTE calculated,	"0", GI120 = "9", "2", "3",
			flagged as Open Enrollment	or "B"
VALID_SSID <sup>1</sup>			"V", "D", "O"	Determine between
				comparison of submitted
				IDs and IBM-supplied file
YEAR END REC TYPE <sup>2</sup>			"A", "C", "W"	Intermediate process step
AGE	A1275	YAA T		Calculated in aggregations
				based on student's birth
				date

These values are:

- "V" Valid SSID SSID is located on the IBM file
- "D" Duplicate SSID (see SSID report documentation for further details)
- "O" Valid SSID but found in district other than the one your district reported

<sup>2</sup>This field is used in the program as follows

- "A" Attending Students, in Category A on the report, students reported with a prior disability
- "C" Completers, in Category B or C on the report,
- "W" Withdrawn Students, in Category D-H on the report, withdrawal reason is "40-43", "48", "51", "52", "71-74"

# **Report Selection Criteria**

The following criteria are used in the selection of all records.

- ATTEND/HOME STATUS starts with 1 but not = "16", "1F, "1F' or ATTEND/HOME STATUS = "23", "24", "25"
- AGE greater than "2"; any age over "21" is added to "21" year-old counts.



#### For Category A,

- DISABILITY CONDITION Code = "\*\*"
- PRIOR DISABILITY CONDITION not = "\*\*"
- VALID SSID = "V", "D", "O"

For all of the other categories,

• DISABILITY CONDITION Code = "01" through "15"

#### For Category B or C

- DISABILITY CONDITION not "\*\*"
- DIPLOMA TYPE = "1" or "2"
- Proficiency or OGT Grad Requirement = "y"

#### For Category B

• Proficiency or OGT Test Type = "STR"

#### For Category C

O PROFICIENCY OR OGT TEST TYPE = "ALT"

#### For Category D through H

- Not included in A or B or C
- Category D → WITHDRAWAL REASON = "73"
- Category E → WITHDRAWAL REASON = "52"
- Category F  $\rightarrow$  WITHDRAWAL REASON = "40", "41", "42", "43"
- Category G → WITHDRAWAL REASON = "74"
- Category H → WITHDRAWAL REASON = "71", "72", "73", "48", "51"

# Report Sample, Standard report

# Header Information

The first area of the header describes information about the report generation. The upper left section names the program from which the report was generated and the data source. The middle information identifies the producer of the report and the report title. The upper right section states the date on which the report was generated, the page number, and the reporting period to which the report belongs.

The second area of the header pertains to the recipient of the report. It identifies the district for which the report was produced, its IRN and COUNTY, the ITC and AREA COORDINATOR of the district.



Each page lists a separate handicapped condition and that condition is listed at the top of each page. Throughout the age sections of the report, that heading is printed as "BASIS OF EXIT FOR DISABILITY CONDITION" followed by the condition code and its description.

The disability heading is followed by column headers that indicate the data described on each detail line. On the age sections for the report, these are the letters "A" through "H", representing a category of withdrawal codes explained at the bottom of each page. On the far right is the total column, "I".

Throughout the race sections of the report, the handicapped condition heading is printed as "FOR DISABILITY CONDITION" followed by the condition code and its description. Each page, containing a single disability condition, has two age sections: the upper section includes students ages 3-13 while the lower section includes students ages 14-21. Each column header contains the description of the ethnicity codes used in EMIS. These are followed by a "NOT REPORTED" column and a "TOTAL" column on the far right.

#### **Detail Information**

The age section of the report divides student ages into three sections, 3-13 and 14-21 and 22 and over. Students are counted in

•	Column A	had a PRIOR DISABILITY but currently have none (code = "**")
•	Column B	graduated with a diploma (DIPLOMA TYPE = "1" or "2")
•	Column C	graduated through alternate assessments or passing standard was not required of this student
•	Column D	withdrew because of age (over 18, WITHDRAWAL REASON = "73")
•	Column E	died
•	Column F	moved, known to be continuing, WITHDRAWAL REASON is listed under <u>BASIS OF EXIT</u>
•	Column G	moved, not known to be continuing, WITHDRAWAL REASON = "46" or "74"
•	Column H	dropped out, WITHDRAWAL REASON under BASIS OF EXIT
•	Column I	total of counts for this row in columns "A" through "H"

There is no page at the end of the age section that lists the total age counts by disability.

The race section of the report divides students into the two age sections, each denoted by its own heading and dashes above the ethnicity counts. The upper section reports counts for students aged 3-13. The lower section reports counts for students aged 14-21.

Each row contains a letter and description that represents one of the <u>BASIS of EXIT</u> categories. The columns contain counts for each of the six EMIS RACIAL/ETHNIC GROUP element codes



•	American Indian or Alaskan Native	"I"	
•	Asian or Pacific Islander	"A"	
•	Black (non-Hispanic)	"B"	
•	Hispanic	"H"	
•	White	"W"	
•	Multiracial	"M"	
	NI (D) (1	7D1 ' 1	1

• Not Reported This should be zeroes since the district is now required to enter "M" or observation determination whenever the ethnicity is not provided by parent/guardian

• Total The sum of all of the columns for this row

After each handicap condition page is printed for the race counts, there is a total page. It shows the counts of students in each of the age categories by the BASIS of EXIT category and by the racial/ethnic group.



PROGRAM: EXITING\_AGE\_RACE\_REPORT\_2006 OHIO DEPARTMENT OF EDUCATION DATE: 07/29/2006 INPUT: YEAREND\_ATT/OEDS OFFICE OF DATA SERVICES PAGE: 5

EDUCATION MANAGEMENT INFORMATION SYSTEM

REPORT OF CHILDREN WITH DISABILITIES EXITING SPECIAL EDUCATION DURING THE 2005-2006 SCHOOL YEAR

DISTRICT: Very Best SD

IRN: 050505

COUNTY: AnOhio

BASIS OF EXIT FOR DISABILITY CONDITION (05): SPEECH AND LANGUAGE IMPAIRMENTS

DADID OF	EVII LOK DISE	ADILLI CONDI	1101/ (03).	SEEECH AND	THURUNGE II	JE WIKIJIEN I D		
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
1	0	0	0	0	0	0	0	1
1	0	0	0	0	0	0	0	1
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	2
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
* * * *	* * * * *	* BASI	S OF I	EXIT *	* * * *	* * * *	* * * *	* * * *
			(A) (B) (C) 0 0 0 0 0 0 0 0 0 0 0 0 0 1 0 0 0 1 0	0         0	(A) (B) (C) (D) (E) 0 1 0 0 0 0	(A)         (B)         (C)         (D)         (E)         (F)           0         0         0         0         0         0         0         0           0         <	(A)         (B)         (C)         (D)         (E)         (F)         (G)           0         0         0         0         0         0         0         0           0         0         0         0         0         0         0         0         0           0	(A)         (B)         (C)         (D)         (E)         (F)         (G)         (H)           0

(A) NO LONGER RECEIVES SPECIAL EDUCATION

(B) GRADUATED WITH REGULAR HIGH SCHOOL DIPLOMA

(C) GRADUATED MET ALTERNATE REQUIREMENTS

(D) REACHED MAXIMUM AGE

(E) DIED

(F) MOVED, KNOWN TO BE CONTINUING

(G) MOVED, NOT KNOWN TO BE CONTINUING

(H) DROPPED OUT

(I) TOTAL (OF COLUMNS A-H)

Includes students with prior disability code reported. (Prior disability NOT '\*\*') Students with a disability condition at year-end with a regular or honorary

REPORT PERIOD: N

diploma reported. [Disability condition NOT '\*\*' and diploma type = 1 or 2] Student was not required to meet passing standard on one or more of the five graduation tests; test type (STR) or took Alternate Assessment (AA).

Students with a disability condition at year-end reported with withdrawal reason:
\* 73 = Over 18 years of age

Students with a disability condition at year-end reported with withdrawal reason:

\* 52 = Death

Students with a disability condition at year-end reported with withdrawal reason:

\* 40 = Transferred to another school district outside of Ohio

\* 41 = Trans. to another Ohio school district (local, exempted village or city)

\* 42 = Transferred to a private school

\* 43 = Transferred to home schooling

\* 44 = Transferred to a Public Community School

\* 45 = Transferred by Court Order

Students with a disability condition at year-end reported with withdrawal reason:

\* 46 = Transferred out of the United States

\* 74 = Moved; not known to be continuing

Students with a disability condition at year-end reported with withdrawal reason:

\* 48 = Expelled - Without services

\* 51 = Verified medical reasons (doctor's authorization on file

\* 71 = Withdrew due to truancy/non-attendance

\* 72 = Pursued employment/work permit (Supt. approval of file)

\* 75 = Completed course Req., DID NOT pass Assessments

PROGRAM: EXITING\_AGE\_RACE\_REPORT\_2006 OHIO DEPARTMENT OF EDUCATION

INPUT: YEAREND\_ATT/OEDS OFFICE OF DATA SERVICES

DATE: 07/29/2006

PAGE: 15

#### EDUCATION MANAGEMENT INFORMATION SYSTEM

REPORT OF CHILDREN WITH DISABILITIES EXITING SPECIAL EDUCATION DURING THE 2005-2006 SCHOOL YEAR

DISTRICT: Very Best SD

DATA ACQUISITION SITE: YOURITC

IRN: 050505

AREA COORDINATOR: 07

COUNTY: AnOhio

		BASIS OF	F EXIT FOR DIS	ABILITY CONDIT	ION: TOT	'AL			
AGE	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
3	0	0	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0	0	0
5	0	0	0	0	0	0	0	0	0
6	1	0	0	0	0	0	0	0	1
7	1	0	0	0	0	0	0	0	1
8	0	0	0	0	0	0	0	0	0
9	0	0	0	0	0	0	0	0	0
10	1	0	0	0	0	0	0	0	1
11	0	0	0	0	0	0	0	0	0
12	0	0	0	0	0	0	0	0	0
13	0	0	0	0	0	0	0	0	0
TOTAL 3-13	3	0	0	0	0	0	0	0	3
14	1	0	0	0	0	0	0	0	1
15	0	0	0	0	0	0	0	0	0
16	0	0	0	0	0	0	0	0	0
17	0	1	1	0	0	0	0	0	2
18	0	2	2	0	0	0	0	0	4
19	1	0	3	0	0	0	0	0	4
20	0	0	0	0	0	0	0	0	0
21	0	0	0	0	0	0	0	0	0
TOTAL 14-21	2	3	6	0	0	0	0	0	11
22+	0	0	0	0	0	0	0	0	0
* * * * * * *	* * * * *	* * * * :	* BASIS	OF EXI	Г * *	* * * * *	* * * *	* * * *	* *

- (A) NO LONGER RECEIVES SPECIAL EDUCATION
- (B) GRADUATED WITH REGULAR HIGH SCHOOL DIPLOMA
- (C) GRADUATED MET ALTERNATE REQUIREMENTS
- (D) REACHED MAXIMUM AGE
- (E) DIED
- (F) MOVED, KNOWN TO BE CONTINUING

- (G) MOVED, NOT KNOWN TO BE CONTINUING
- (H) DROPPED OUT

Includes students with prior disability code reported. (Prior disability NOT '\*\*')
Students with a disability condition at year-end with a regular or honorary
 diploma reported. [Disability condition NOT '\*\*' and diploma type = 1 or 2]
Student was not required to meet passing standard on one or more of the five
 graduation tests; test type (STR) or took Alternate Assessment (AA).

REPORT PERIOD: N

Students with a disability condition at year-end reported with withdrawal reason:
\* 73 = Over 18 years of age

Students with a disability condition at year-end reported with withdrawal reason: \* 52 = Death

Students with a disability condition at year-end reported with withdrawal reason:

students with a disability condition at year-end reported with withdrawal reaso

\* 40 = Transferred to another school district outside of Ohio

\* 41 = Trans. to another Ohio school district (local, exempted village or city)

\* 42 = Transferred to a private school

\* 43 = Transferred to home schooling

\* 44 = Transferred to a Public Community School

\* 45 = Transferred by Court Order

\* 51 = Verified medical reasons (doctor's authorization on file)

\* 72 = Pursued employment/work permit (Supt. approval on file

Students with a disability condition at year-end reported with withdrawal reason:

\* 46 = Transferred out of the United States

\* 74 = Moved; not known to be continuing

Students with a disability condition at year-end reported with withdrawal reason:

\* 48 = Expelled - Without services

\* 71 = Withdrew due to truancy/non-attendance...

# PROGRAM: EXITING\_AGE\_RACE\_REPORT\_2006 OHIO DEPARTMENT OF EDUCATION DATE: 07/29/2006 INPUT: YEAREND\_ATT/OEDS OFFICE OF DATA SERVICES PAGE: 24

#### EDUCATION MANAGEMENT INFORMATION SYSTEM

#### STUDENT DATA SUBMITTED TO ODE AS OF: 07/28/2006

REPORT PERIOD: N

REPORT OF CHILDREN WITH DISABILITIES EXITING SPECIAL EDUCATION DURING THE 2005-2006 SCHOOL YEAR

DISTRICT: Very Best SD

DATA ACQUISITION SITE: YOURITC

IRN: 050505

AREA COORDINATOR: 07

COUNTY: AnOhio

# NUMBER OF STUDENTS AGES 3-13 EXITING SPECIAL EDUCATION BY RACE/ETHNICITY FOR DISABILITY CONDITION (10): SPECIFIC LEARNING DISABILITIES

	AMERICAN	ASIAN/	BLACK	HISPANIC/		MULTI-	NOT	
BASIS OF EXIT	INDIAN	P.IS.	AF/AM	LATINO	WHITE	RACIAL	REPORTED	TOTAL
(A) NO LONGER RECEIVES								
SPECIAL EDUCATION	0	0	0	0	0	0	0	0
(B) GRADUATED WITH REGULAR								
HIGH SCHOOL DIPLOMA	0	0	0	0	0	0	0	0
(C) GRADUATED MET ALTERNATE REQMNT.	0	0	0	0	0	0	0	0
(D) REACHED MAXIMUM AGE	0	0	0	0	0	0	0	0
(E) DIED	0	0	0	0	0	0	0	0
(F) MOVED, KNOWN TO BE								
CONTINUING	0	0	0	0	0	0	0	0
(G) MOVED, NOT KNOWN TO BE								
CONTINUING	0	0	0	0	0	0	0	0
(H) DROPPED OUT	0	0	0	0	0	0	0	0
(I) TOTAL (OF ROWS A-H)	0	0	0	0	0	0	0	0

# NUMBER OF STUDENTS AGES 14-21 EXITING SPECIAL EDUCATION BY RACE/ETHNICITY FOR DISABILITY CONDITION (10): SPECIFIC LEARNING DISABILITIES

	AMERICAN	ASIAN/	BLACK	HISPANIC/		MULTI-	NOT	
BASIS OF EXIT	INDIAN	P.IS.	AF/AM	LATINO	WHITE	RACIAL	REPORTED	TOTAL
(A) NO LONGER RECEIVES								
SPECIAL EDUCATION	0	0	0	0	2	0	0	2
(B) GRADUATED WITH REGULAR								
HIGH SCHOOL DIPLOMA	0	0	0	0	3	0	0	3
(C) GRADUATED MET ALTERNATE REQMNT.	0	0	0	0	6	0	0	6
(D) REACHED MAXIMUM AGE	0	0	0	0	0	0	0	0
(E) DIED	0	0	0	0	0	0	0	0
(F) MOVED, KNOWN TO BE								
CONTINUING	0	0	0	0	0	0	0	0
(G) MOVED, NOT KNOWN TO BE								
CONTINUING	0	0	0	0	0	0	0	0
(H) DROPPED OUT	0	0	0	0	0	0	0	0
(I) TOTAL (OF ROWS A-H)	0	0	0	0	11	0	0	11

#### PROGRAM: EXITING\_AGE\_RACE\_REPORT\_2006 OHIO DEPARTMENT OF EDUCATION OFFICE OF DATA SERVICES DATE: 07/29/2006 PAGE: 30

REPORT PERIOD: N

#### STUDENT DATA SUBMITTED TO ODE AS OF: 07/28/2006

REPORT OF CHILDREN WITH DISABILITIES EXITING SPECIAL EDUCATION DURING THE 2005-2006 SCHOOL YEAR

DISTRICT: Very Best SD DATA ACQUISITION SITE: YOURITC IRN: 050505 AREA COORDINATOR: 07

COUNTY: AnOhio

#### NUMBER OF STUDENTS AGES 3-13 EXITING SPECIAL EDUCATION BY RACE/ETHNICITY FOR DISABILITY CONDITION: TOTAL

	AMERICAN	ASIAN/	BLACK	HISPANIC/		MULTI-	NOT	
BASIS OF EXIT	INDIAN	P.IS.	AF/AM	LATINO	WHITE	RACIAL	REPORTED	TOTAL
(A) NO LONGER RECEIVES								
SPECIAL EDUCATION	0	0	0	0	3	0	0	3
(B) GRADUATED WITH REGULAR								
HIGH SCHOOL DIPLOMA	0	0	0	0	0	0	0	0
(C) GRADUATED MET ALTERNATE REQMNT.	0	0	0	0	0	0	0	0
(D) REACHED MAXIMUM AGE	0	0	0	0	0	0	0	0
(E) DIED	0	0	0	0	0	0	0	0
(F) MOVED, KNOWN TO BE								
C0NTINUING	0	0	0	0	0	0	0	0
(G) MOVED, NOT KNOWN TO BE								
CONTINUING	0	0	0	0	0	0	0	0
(H) DROPPED OUT	0	0	0	0	0	0	0	0
(I) TOTAL (OF ROWS A-H)	0	0	0	0	3	0	0	3

#### NUMBER OF STUDENTS AGES 14-21 EXITING SPECIAL EDUCATION BY RACE/ETHNICITY FOR DISABILITY CONDITION: TOTAL

BASIS OF EXIT	AMERICAN INDIAN	ASIAN/ P.IS.	BLACK AF/AM	HISPANIC/ LATINO	WHITE	MULTI- RACIAL	NOT REPORTED	TOTAL
(A) NO LONGER RECEIVES	0	0	0	0	0	0	0	0
SPECIAL EDUCATION (B) GRADUATED WITH REGULAR	Ü	U	Ü	Ü	2	Ü	Ü	2
HIGH SCHOOL DIPLOMA	0	0	0	0	3	0	0	3
(C) GRADUATED MET ALTERNATE REQMNT.	0	0	0	0	6	0	0	6
(D) REACHED MAXIMUM AGE	0	0	0	0	0	0	0	0
(E) DIED	0	0	0	0	0	0	0	0
(F) MOVED, KNOWN TO BE								
C0NTINUING	0	0	0	0	0	0	0	0
(G) MOVED, NOT KNOWN TO BE								
CONTINUING	0	0	0	0	0	0	0	0
(H) DROPPED OUT	0	0	0	0	0	0	0	0
(I) TOTAL (OF ROWS A-H)	0	0	0	0	11	0	0	11

# Report Sample, CSV file

# CSV File Format, General Information

This Comma Separated Value (CSV) format file contains records for each district that reported records.

In basic terms, the CSV file will contain the data element values separated by a comma to denote the end of one data element value and the start of a new one. For example, if you were to take the district IRN, its name, and county and convert it into a CSV file it would look like this:

### 012345, My District, Franklin

When imported into Excel, this string of comma separated values would be split into corresponding columns:

District IRN	District Name	<b>County Name</b>	
012345	My District	Franklin	

TIP: When importing data from a CSV file containing a numerical value that starts with a zero, like an IRN, it is important to import that type of data element as text and not a number in Excel. If imported as a numerical value, any leading zeroes will be removed.

# Header Information

There is a header row with a column name for each field in the detail row. These names are separated by commas and are:

D-IRN, DISTRICT-NAME, NO-LNGR-RECVS, GRAD-HS-DIPL, RECD-CERTIF, MAX-AGE, DIED, MOVED-CONT, MOVED-NOT-CONT, DROPPED-OUT.

# Detail Information

Students are counted in a particular category based on the same rules described in the criteria section. Note the cases where the data field is enclosed in quotation marks.

The Disabled Exiting file detail row is as follows.

Data Element Name	Starting Column	Ending Column	Picture Class	Data Format/Value
DISTRICT_IRN_YE	1	6	PIC X(6).	
DELIM1	7	8	PIC X(02)	VALUE ',"'.
DIST-NAME	15	38	PIC X(30).	
DELIM2	53	41	PIC X(03)	VALUE '","'.
NO-LNGR-RECVS	94	50	PIC 9(9).	
DELIM3	144	53	PIC X(03)	VALUE '","'.

GRAD-HS-DIPL	197	62	PIC 9(9).	
DELIM4	259	65	PIC X(03)	VALUE '","'.
RECD-CERTIF	324	72	PIC X(7).	
DELIM5	396	78	PIC X(03)	VALUE '","'.
MAX-AGE	474	87	PIC 9(9).	
DELIM6	561	90	PIC X(03)	VALUE '","'.
DIED	651	99	PIC 9(9).	
DELIM7	750	102	PIC X(03)	VALUE '","'.
MOVED-CONT	852	111	PIC 9(9).	
DELIM8	963	114	PIC X(03)	VALUE '","'.
MOVED-NOT-CONT	1077	123	PIC 9(9).	
DELIM9	1200	126	PIC X(03)	VALUE '","'.
DROPPED-OUT	1326	135	PIC 9(9).	
DELIM10	1461	136	PIC X(01)	VALUE '"'.

# **Error Detection and Correction**

If a district finds a discrepancy between the report counts and those they anticipated, they can check their data for:

- The number of students who have disability codes
- The number of those students who have withdrawal codes and the values of those codes.
- The number of students who do not have a 01-15 disability condition but have a 01-15 prior disability condition
- The student dates of birth, used in the age calculations
- The ethnicity of the student
- The Proficiency or Ohio Graduation Test records for students who have met graduation requirements: required for graduation flags and test types

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