

Student Template

(217 Fields, 60 Collected)

Target Table(s): STUDENT

Template Description

The Student Template contains one LEA record for each student for each school year. The Student template can be submitted at all reporting periods other than end of year in either a point-in-time fashion (only including active students) or in a cumulative fashion (all students enrolled in the LEA for the school year).

The end of year Student template submission must be a cumulative submission. All students, regardless of whether or not they were active on a PDE reporting date, must be included in the end of year submission.

Note: Not all fields are required at each submission period.

Grain: One record per LEA / School Year / Student.

Please note that only the **fields highlighted** will be collected for Pennsylvania Department of Education. Remember that all fields may not be mandatory; however, all fields within a template **MUST BE** accounted for in order to transmit data.

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
1	9	DISTRICT CODE	R	K, M	The unique, 9-digit Administrative Unit Number (AUN) assigned by the Pennsylvania Department of Education for the LEA that is reporting the student.			Example: 123456789 All LEA and school codes can be found on the EdNA website
2	4	LOCATION CODE <i>(continued on next page)</i>	R	U, M	The PDE-defined, 4-digit code identifying the school that is reporting the student. All public schools have a 4-digit school code that is other than 0000 or 9999 NOTE: IUs, PRRISs and APSSs use location code 0000. If a student is at a location that does not have a designated school code,			Example: 1234 All LEA and school codes can be found on the EdNA website

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
					<p>use 9999 as the location code. Note: No PSSA or Keystone precodes will be generated for code 9999.</p> <p>For Child Accounting, a student's average daily attendance (ADA) is attributed to the location code populated in this record.</p> <p>For Special Ed Reporting – the Special Education Reporting LEA uses 9999 for students educated in other LEAs.</p>			
3	10	SCHOOL YEAR DATE	R	K, M	A single date indicating the whole school year; June 30 at the end of the standard school year is used to designate a school year. Thus, the 2017-2018 school year would be indicated by 2018-06-30.	All dates must be entered in ISO format: YYYY-MM-DD.		Example: 2018-06-30
4	10	STUDENT ID	R	K, M	The unique, 10-digit PAsecureID assigned to the student.			Example: 1000000009
5	Not collected							
6	Not collected							
7	Not collected							
8	Not collected							
9	Not collected							
10	N/A	CURRENT GRADE LEVEL	R	U, R	Indication of the student's grade level.	Special Ed students must be coded with an actual grade level. The appropriate grade level can be found on the student's IEP.		See Appendix K in Volume 2 of the PIMS User Manual for a complete list of valid values.
11	Not collected							
12	Not collected							

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
13	20	HOME ROOM	R	U	Provide the homeroom number for the student for the given year. This field is used for determining class size in the elementary school grades and in off-site preschool programs.	LEAs with registered Adult Affidavit Programs (AAPs) may code all AAP grade-level students as AAPHR.		Example: 206A
14	10	BIRTH DATE	R	U, R	Provide the birth date of the student.	All dates must be entered in ISO format: YYYY-MM-DD.		Example: 2009-07-15
15	N/A	GENDER CODE	R	U, R	Provide a code that represents the gender of the student.			Valid Values: <ul style="list-style-type: none"> • M - male • F - female
16	40	ADDRESS 1	CR	U	Provide the street name and number of the student's mailing address.	Address information is needed for CTE secondary students, Perkins funded CTE adult affidavit program students and Special Education students.		Example: 222 Main St.
17	40	ADDRESS 2	CR	U	Provide additional information concerning the street address of the student's mailing address, such as apartment number.	Address information is needed for CTE secondary students, Perkins funded CTE adult affidavit program students and Special Education students.		Example: Apt. 107
18	30	CITY	CR	U	Provide the city of the student's mailing address.	Address information is needed for CTE secondary students, Perkins funded CTE adult affidavit program students and Special Education students.		Example: York

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
19	N/A	STATE CODE	CR	U	Provide the official 2-character US Postal Service abbreviation for the student's mailing address.	Address information is needed for CTE secondary students, Perkins funded CTE adult affidavit program students and Special Education students.		Example: PA See Appendix D of Volume 2 of the PIMS User Manual for the full list of state abbreviations.
20	10	FULL ZIP CODE	CR R	U	Provide the official US Postal Code for the student's mailing address.	Address information is needed for CTE secondary students, Perkins funded CTE adult affidavit program students and Special Education students. If this field is populated, the values should be in the format NNNNN or NNNNN-NNNN		Example: 17401 or 17401-1234
21	Not collected							
22	Not collected							
23	N/A	GUARDIAN RELATIONSHIP	R	U	A person's status in relation to legal adulthood, as specified by state law. See Valid Values.	LEAs with registered Adult Affidavit Programs (AAP) may code all AAP grade-level students as A.		Valid Values: <ul style="list-style-type: none"> • M – minor (for the purposes of PIMS, a student is considered a minor until the age of 21) • A – adult • E – emancipated minor
23	Not collected							
24	Not collected							
25	Not collected							
26	Not collected							

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
27	N/A	RACE OR ETHNICITY CODE	R	U, R	A single code indicating the race and ethnicity of the student; see Valid Values.	Refer to "Race/Ethnicity: Federal Race and Ethnicity Standards" in this volume of the manual for an explanation of the federal race and ethnicity codes.		Valid Values: <ul style="list-style-type: none"> • 1 – American Indian/Alaskan Native (not Hispanic) • 3 – Black or African American (not Hispanic) • 4 – Hispanic (any race) • 5 – White (not Hispanic) • 6 – Multi-Racial (not Hispanic) • 9 – Asian (not Hispanic) • 10 – Native Hawaiian or other Pacific Islander (not Hispanic)
28	Not collected							
29	Not collected							
30	Not collected							
31	Not collected							
32	Not collected							
33	N/A	ECONOMIC STATUS (FOOD PROGRAM PARTICIPANT)	R	U, R	Use this field to indicate if a student participates in free or reduced lunch program. See Valid Values.	LEAs with registered Adult Affidavit Programs (AAPs) should code all AAP grade-level students as N.		Valid Values: <ul style="list-style-type: none"> • F – free • R – reduced price • N – neither
34	N/A	CHALLENGE TYPE	CR	U	Student's primary Challenge Type. This often is referred to as Disability throughout PDE. NOTE: This MUST match Field 11 (PRIMARY DISABILITY) of the Special Education Snapshot template.	This field is required only if Field 38 (SPECIAL EDUCATION) is Y or E.		See Appendix H in Volume 2 of the PIMS User Manual for a complete list of valid values.
35	Not collected							
36	Not collected							
37	Not collected							

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
38	N/A	SPECIAL EDUCATION	R	U, R	Provide an indication of whether the student is a special education student. This field is used for tracking presence of IEP for Precode. See Valid Values.	LEAs with registered Adult Affidavit Programs (AAPs) should code all AAP grade-level students as N.		Valid Values: <ul style="list-style-type: none"> • Y – has IEP • E – exited IEP < 2 years • N – no IEP or exited IEP > 2 years
39	Not collected							
40	Not collected							
41	N/A	LEP/ELL EL STATUS <i>(continued on next page)</i>	R	U	This field indicates whether the student: <ul style="list-style-type: none"> • is currently identified as an ELL EL; • is currently identified as an ELL EL, but ESL or Bilingual Instruction is provided by another LEA; • Is currently identified as an EL who has Limited or Interrupted Formal Education (LIFE); • was formerly ELL EL, has exited, and is being monitored; • was formerly ELL EL, has exited, and no longer is being monitored, or; • was never identified as ELL EL. 	Code Adult Affidavit Program (AAP) grade-level students as 01 when student has limited ability in speaking, reading, writing or understanding English language and whose native language is other than English or lives in environment in which a language other than English is dominant. Otherwise, code AAP students as 99. Criteria used to determine if the student has Limited or Interrupted Formal Education (LIFE) Valid Value 06: <ul style="list-style-type: none"> • is enrolling after grade 2, and • has a literacy score of less than 3.5 on the WIDA Screener, and • has at least two fewer years of age appropriate schooling 	LEP PARTICIPATION	Valid Values: <ul style="list-style-type: none"> • 01 – current ELL EL, not LIFE • 03 – former ELL EL, exited, and in 1st year of monitoring • 04 – former ELL EL, exited, and in 2nd year of monitoring • 05 – former ELL EL, exited, and no longer monitored • 06 – current EL, LIFE (Limited or Interrupted Formal Education) • 07 – former EL, exited, and in 3rd year of monitoring • 08 – former EL, exited, and in 4th year of monitoring (starting SY 2018-19) • 98 – (01) Current ELL EL, ESL or Bilingual Instruction provided by another LEA • 99 – never ELL EL

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
						<p>than peers or has unenrolled from U.S. Schools to enroll in schools in other countries (including Puerto Rico) more than two times in the past four years, and</p> <ul style="list-style-type: none"> has limited encoding/decoding skills in native language (as indicated by family interview and/ or native language measures and/or review of academic records) 		
42	Not collected							
43	Not collected							
44	Not collected							
45	N/A	LIEP TYPE (LANGUAGE INSTRUCTION EDUCATIONAL PROGRAM) <i>(continued on next page)</i>	CR	U	<p>LIEP Type provided to EL student (if student is in multiple Programs, select the value of the Program providing the highest percentage of instruction)</p> <p>LIEP Classifications Guidance</p>	<ul style="list-style-type: none"> Please select only one program for each individual student. This field is required for all students identified in Field 41 as Valid Value of 01 or 06. A Flow Chart can be found on page 4 of the hyperlink in the Definition. <p>Required if EL student has a value of 01 or 06 for Field 41 – EL STATUS</p>	SPECIAL PROGRAM CODE	<ul style="list-style-type: none"> 21 – Mixed Bilingual 22 – EL Bilingual 23 – EL Specific Transitional Instruction 24 – Mixed Classes with Native Language Support 25 – EL Specific English-only 26 – Mixed Classes with English-only Support 27 – Parental refusal-mixed classes with English-only support 98 – LIEP type 21-26 provided by another

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
								entity – English only support provided at this entity
46	N/A	REPEATING LAST YEAR	R	U	Y or N to indicate a student that begins the current school year at the same grade level the student held at the beginning of the previous year, regardless of location of education.	LEAs with registered Adult Affidavit Programs (AAPs) may code all AAP grade-level students as N.		Valid Value: Y or N
47	Not collected							
48	Not collected							
49	Not collected							
50	Not collected							
51	Not collected							
52	Not collected							
53	4	EXPECTED GRADUATION TIMEFRAME	CR	U	<p>The expected timeframe for the student to graduate, in the form MMY, where MM is a 2-digit number representing the expected month of graduation, and Y is the last 2 digits of the expected year of graduation.</p> <p>As an example, June 2015 would be represented 0615.</p> <p>If the exact month is unknown, use June (06) as the graduation month.</p>	<p>This field can be left as null for elementary and middle school students but must be populated for all students who have entered grade 9.</p> <p>This field should be left blank for Adult Affidavit Program (AAP) students.</p>		Example: 0615
54	Not collected							
55	Not collected							
56	Not collected							
57	Not collected							
58	Not collected							
59	Not collected							
60	Not collected							
61	Not collected							
62	Not collected							
63	Not collected							

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
64	Not collected							
65	N/A	GRADUATION STATUS CODE	CR	U	Indication of whether a student graduates, drops out, or transfers.	<p>This field pertains to graduation status <i>and</i> dropout status, as well as transfers.</p> <p>Use appropriate code for students for whom one of the situations in the Valid Values list applies.</p> <p>This field does not apply to Adult Affidavit Program (AAP) students.</p>		<p>Valid Values: See Appendix AL in Volume 2 of the PIMS User Manual for a complete list of valid values.</p>
66	N/A	EXPECTED POST-GRADUATE ACTIVITY	CR	U	Indication of the type of activity the student plans for after graduation or after dropping out.	<p>Value 998 is valid for dropouts only.</p> <p>Values 010 – 100 are valid for graduates only.</p> <p>Value 997 is valid for special education students with an IEP only.</p> <p>Required for dropouts and high school graduates only.</p>		<p>See Appendix M in Volume 2 of the PIMS User Manual for a complete list of valid values.</p>
67	N/A	STUDENT STATUS	CR	U, R	Indication of the current status of the student.	<p>Required for students that fall into one of the situations described in the value list. If a student is court placed, use court placed for the code value.</p>		<p>See Appendix L in Volume 2 of the PIMS User Manual for a complete list of valid values.</p>

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
68	10	DATE FIRST ENROLLED IN AN ESL ELD or BILINGUAL EDUCATION PROGRAM (CORE)	CR	U	The date, in ISO format, when the student was initially enrolled in an ESL ELD or bilingual education (core) program in a US school. Use best information available on prior enrollments.	All dates must be entered in ISO format: YYYY-MM-DD. This field does not apply to Adult Affidavit Program (AAP) students that are coded as "Current ELL EL " in Field 41 (LEP/ELL EL STATUS).	LAST STATUS DATE	Example: 2008-09-01
69	Not collected							
70	N/A	ADA STATUS INDICATOR	R	U	Field identifies students who: (1) have a current Section 504 service agreement plan in place AND (2) are considered disabled and eligible for protection under the Americans with Disabilities Act (ADA) of 1990, as amended by the ADA Amendments Act of 2008. ADA (as amended) defines "disability" as (1) a physical or mental impairment that substantially limits a major life activity; (2) a record of such an impairment; or (3) being regarded as having such an impairment.	Populate this data element, as appropriate, for all students. Consult appropriate LEA Section 504/ADA compliance officer(s) to determine those students with a current Section 504 service agreement plan in place. NOTE: Populate this field (70) with N for students recorded as having a current/active IEP in Field 38 (SPECIAL EDUCATION) of this template.		Valid Values: <ul style="list-style-type: none"> Y – Student has a current Section 504 service agreement plan in place and is considered disabled per ADA. N – Student does not have a current Section 504 service agreement plan in place.
71	Not collected							
72	Not collected							

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
73	N/A	FOREIGN EXCHANGE STUDENT	R	U	An indication of whether the student has entered the country on a student visa (usually 2-year) and is not intending to remain here permanently.	LEAs with registered Adult Affidavit Programs (AAPs) may code all AAP grade-level students as N.		Valid Value: Y or N
74	Not collected							
75	Not collected							
76	Not collected							
77	Not collected							
78	Not collected							
79	Not collected							
80	N/A	GIFTED AND TALENTED	R	U	Indicates the student's gifted status and participation in a Gifted and Talented program. See Valid Values.	LEAs with registered Adult Affidavit Programs (AAPs) may code all AAP grade-level students as N.	GIFTED PARTICIPATION CODE	Valid Values: <ul style="list-style-type: none"> • GY – Gifted, has GIEP • GN – Gifted, does not have GIEP • N – Not applicable
81	Not collected							
82	Not collected							
83	Not collected							
84	Not collected							
85	Not collected							
86	Not collected							
87	Not collected							
88	N/A	ECONOMIC DISADVANTAGED STATUS CODE <i>(continued on next page)</i>	R	U	This field indicates the economically disadvantaged status of a student, and is used to provide the economically disadvantaged disaggregation.	To determine if a student is economically disadvantaged, poverty data sources such as Temporary Assistance for Needy Families cases, census poor, Medicaid, children living in institutions for the neglected or delinquent, or those supported in foster homes may be used.		Valid Values: <ul style="list-style-type: none"> • Y – Yes • N – No

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
						<p>If such data are not available, use the most recent reliable data available at the time of determination, such as free and reduced price lunch eligibility. For Community Eligibility Provision (CEP) schools, do not use free and reduced price lunch eligibility to determine a student's economic status. By definition, all students in CEP schools are to be reported as food program eligible (Field 131 of the student and student snapshot templates).</p> <p>In addition to using other poverty source data indicators, LEAs with Adult Affidavit Program (AAP) CTE enrollees should populate with Y if AAP student is eligible to receive a Pell grant or comparable state need-based financial assistance.</p>		
89	Not collected							
90	Not collected							
91	N/A	DIPLOMA TYPE CODE	CR	U	<p>The type of diploma/credential that is awarded to a student in recognition of his/her completion of the curricular requirements.</p> <p>See Valid Values.</p>	<p>This field is required for students that have graduated. (Field 65 = "G").</p>		<p>Valid Values:</p> <ul style="list-style-type: none"> • 806 – Regular diploma • 816 – General Education Development (GED) credential

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
92	Not collected							
93	25	ALTERNATE STUDENT ID	R	U	A Student ID that is different than the primary identifier associated such as a local student identifier.			
94	Not collected							
95	3	TITLE III EL ELIGIBILITY LEP/ELL ELIGIBILITY	CR	U	A Title III Indicator to identify ELL EL students that are Title III served. LEAs that accept Title III funding as a single sub-grantee or consortium member must indicate all current ELs ELs as Title III served.	This field is conditionally required for LEP/ELs ELs with a Valid Value of 01 or 06 in Field 41 (LEP/ELL EL STATUS). See Valid Values.	LEP/ELL ELIGIBILITY	Valid Values: <ul style="list-style-type: none"> • Y – Title III served • N – Not Title III served
96	3	PROGRAMS SERVICES CODE (TITLE I PART A)	CR	U	A Title I Part A indicator to identify students that are Title I Part A participants.	If your Title I Part A Program is delivered school-wide, ensure that all values are Y.	PROGRAM SERVICE CODE	Valid Values: <ul style="list-style-type: none"> • Y – Title I Part A • N – Not Title I Part A
97	10	GRADE 09 ENTRY DATE	CR	U	The school year in which the student entered 9th grade for the first time. The school year is represented by a single date indicating the whole school year; June 30 at the end of the standard school year is used to designate a school year. Thus, the 2017-2018 school year would be indicated by 2018-06-30.	This field is required for any student enrolled in grades 9 – 12. All dates must be entered in ISO format: YYYY-MM-DD.		Valid Value: If a student enters 9th grade for the first time in the 2017-2018 school year, submit 2018-06-30 as the grade 09 entry date.
98	10	DISTRICT ENTRY DATE <i>(continued on next page)</i>	R	U	The most recent date that the student entered the LEA.	For new students in their first year at an LEA only, this should be the current school year. LEAs with registered Adult Affidavit Programs (AAP) may code all AAP grade-level students with a July 1		Example: 2009-09-01

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
						reporting year date (2017-07-01).		
99	10	SCHOOL ENTRY DATE	R	U	The most recent date that the student entered the school.	For new students in their first year at a school only, this should be the current school year. LEAs with registered Adult Affidavit Programs (AAP) may code all AAP grade-level students with a July 1 reporting year date (2017-07-01).		Example: 2010-09-01
100	Not collected							
101	Not collected							
102	Not collected							
103	Not collected							
104	Not collected							
105	Not collected							
106	Not collected							
107	Not collected							
108	Not collected							
109	10	STATE ENTRY DATE	R	U	The most recent date that the student entered Pennsylvania; if that is not known, the most recent date enrolled in a school in PA.	This field must be populated with the actual date. LEAs with registered Adult Affidavit Programs (AAP) may code all AAP grade-level students with a July 1 reporting year date (2015-07-01).		Example: 1997-08-01

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
110	10	DATE FIRST ENROLLED IN A US SCHOOL	CR	U	<p>The date, in ISO format, that the student first enrolled in a US school.</p> <p>For this purpose, enrollment in a school in Puerto Rico does not count as enrollment in a US school.</p> <p>Use best information available on prior enrollments.</p>	<p>This data is needed for ELL EL students only.</p> <p>All dates must be entered in ISO format: YYYY-MM-DD.</p> <p>This field does not apply to Adult Affidavit Program (AAP) students that are coded as "Current ELL EL" in Field 41 (LEP/ ELL EL STATUS).</p>	INITIAL US ENTRY DATE	Example: 2003-08-01
111	Not collected							
112	Not collected							
113	Not collected							
114	Not collected							
115	Not collected							
116	Not collected							
117	9	DISTRICT CODE OF RESIDENCE	R	U	<p>The AUN of the school district where the parent/legal guardian resides.</p>	<p>This must be one of the following:</p> <ul style="list-style-type: none"> one of the 500 Pennsylvania school districts. the generic PA state code of 999999999. the generic out-of-state code of 888888888. <p>This field is checked by the Data Quality Engine (DQE)</p>		<p>Example: 123456789</p> <p>All LEA and school codes can be found on the EdNA website</p> <p>Refer to Appendix N in Volume 2 of the PIMS User Manual for a complete list of valid values.</p>
118	Not collected							
119	Not collected							

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
120	N/A	STUDENT IS A SINGLE PARENT	CR	U	<p>Specifies whether the student is a single parent. A single parent is any individual who is unmarried or legally separated from a spouse and who has a minor child or children for which the parent has either custody or joint custody, or is pregnant.</p> <p>This is a Perkins requirement. This is an element required for secondary and adult affidavit program CTE students only.</p>		PARENTAL STATUS CODE	Valid Value: Y or N
121	Not collected							
122	Not collected							
123	N/A	HOME LANGUAGE CODE	CR	U	<p>The NCES Code for the <u>native</u> language a child is/was exposed to that resulted in identification as an English <u>language</u> Learner.</p> <p>Conditionally required if <u>native</u> language is other than US English.</p>	LEAs with registered Adult Affidavit Programs (AAP) may leave this field blank for all AAP grade-level students.		<p>See Appendix J in Volume 2 of the PIMS User Manual for a complete list of valid NCES country and language codes.</p> <p>If <u>native</u> language is US English, leave blank.</p>
124	Not collected							
125	4	YEARS IN US SCHOOLS <i>(continued on next page)</i>	CR	U	<p>An integer value (1, 2 or 3) that indicates the years that a student meets the Title III immigrant definition as follows:</p> <ul style="list-style-type: none"> • is age 3 – 21; and • was not born in any U.S. state; and • has not been attending one or more schools in any one or more U.S. state for more than three full academic years. <p>This information is used for Title III funding purposes only.</p>	<p>In the case of re-entry into US schools, the calculation for YEARS IN US SCHOOLS is cumulative.</p> <p>Calculation of number of months is from date of enrollment to October 1 of the current school year.</p> <p>Use best information available.</p>		<p>Valid Values: 1, 2, or 3 as defined in the Business Rules.</p> <p>If student has been in US schools:</p> <ul style="list-style-type: none"> • 0 – 12 months = 1 • 13 – 24 months = 2 • 25 – 36 months = 3

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Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
					NOTE: Students from Puerto Rico are not considered immigrant students.			
126	10	NAME SUFFIX	O	U	An appendage, if any, used to denote an individual's generation in his family (e.g., Jr., Sr., III); see Valid Values.	<p>Suffix should be split out from last name, both here and in PAsecureID.</p> <p>If student previously submitted into PAsecureID with suffix in last name field, please resubmit into PAsecureID with the suffix split out.</p> <p>NOTE: DO NOT create a new PAsecureID; edit the existing one. See FAQ 5 the October Student How-To Guide for further information.</p>		Valid Values: Jr., Sr., II, III, IV, V, Esq., etc.
127	Not collected							
128	Not collected							
129	Not collected							
130	Not collected							
131	N/A	FOOD PROGRAM ELIGIBILITY <i>(continued on next page)</i>	R	U	The student's eligibility to participate in the free/reduced lunch program.	<p>All students receiving free or reduced price lunch in Community Eligibility Provision (CEP) schools are to be reported as food program eligible, regardless of their economic status.</p> <p>Students in non-CEP schools are to be reported as eligible if they are</p>		<p>Valid Values:</p> <ul style="list-style-type: none"> • F – Free • R – Reduced price • N – Neither

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
						eligible to participate in the free or reduced price lunch program.		
132	Not collected							
133	60	LAST NAME LONG	R	U	The legal last name (surname) of the student.	See FAQ 4 the October Student How-To Guide for new guideline regarding hyphenated last names.		Example: Harley
134	60	FIRST NAME LONG	R	U	The legal first name of the student.			Example: George
135	Not collected							
136	Not collected							
137	Not collected							
138	Not collected							
139	Not collected							
140	Not collected							
141	Not collected							
142	60	MIDDLE NAME	O	U	The middle name of the student.	Whenever possible, this is to be the FULL middle name, not just the middle initial.		Example: Howard
143	Not collected							
144	Not collected							
145	Not collected							
146	Not collected							
147	Not collected							
148	Not collected							
149	Not collected							
150	Not collected							
151	Not collected							
152	Not collected							
153	Not collected							

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
154	40	ADDRESS 3	O	U	Additional information concerning the street address of the student's mailing address, such as a building or site number.	Address information is needed for CTE secondary students and Perkins funded CTE adult affidavit program students.		
155	Not collected							
156	Not collected							
157	Not collected							
158	Not collected							
159	Not collected							
160	Not collected							
161	Not collected							
162	Not collected							
163	Not collected							
164	Not collected							
165	4	LOCATION CODE OF RESIDENCE <i>(continued on next page)</i>	R	U	<p>The school number of the public school that the student would attend, based on (1) his/her grade level <u>and</u> (2) home address of the parents/legal guardian.</p> <p>This must be a school number related to the reported DISTRICT CODE OF RESIDENCE (Field 117).</p>	<p>If the district code of residence is the PA State Code 999999999 use location code 9999.</p> <p>If the district code of residence is out of state (88888888) use 9999.</p> <p>If the district of residence does not have a school with the appropriate grade level for the student (a 12th grade student whose district of residence does not have a high school), use 0000.</p> <p>For charter school students use the location code of the school the student would</p>		<p>All LEA and school codes can be found on the EdNA website</p>

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
						<p>attend in the district of residence if not in the charter school.</p> <p>For students reported as being educated in a <u>magnet school located within the student's district of residence</u> use the magnet school's location code, not the school the student would attend based on their home address.</p> <p>LEAs with registered Adult Affidavit Programs (AAP) may code all AAP grade-level students as 9999.</p>		
166	N/A	DISPLACED HOMEMAKER <i>(continued on next page)</i>	CR	U	An indication of whether the student is considered a displaced homemaker. The term 'displaced homemaker' means an individual who, "(A)(i) has worked primarily without remuneration to care for a home and family, and for that reason has diminished marketable skills; (ii) has been dependent on the income of another family member but is no longer supported by that income; or (iii) is a parent whose youngest dependent child will become ineligible to receive assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) not later than 2 years after the date on which the parent applies for assistance under such title"; and "(B) is unemployed or	This field is needed for secondary and adult affidavit CTE students only.		Valid Value: Y or N

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
					underemployed and is experiencing difficulty in obtaining or upgrading employment."			
167	4	SPECIAL EDUCATION REFERRAL (Special Education Services Provided Outside the LEA. See Definition)	R	U	Special Education students that are receiving 100% of their services from a PIMS Reporting agency (SD, IU, CS, CTC, APS, PRRI, SJCI) other than their Special Education Reporting Entity (School District or Charter School). If the Special Education Reporting Agency is also the educating LEA, this field should equal N.	<p>Must be a Special Education student.</p> <p>Valid Value in Field 38 (SPECIAL EDUCATION) must be "Y" or "E" to value this field with a "Y."</p> <p>District of Residence and Charter Schools are the only entities allowed to have "Y" in this field.</p>	SPED REFERRAL CODE	Valid Value: Y or N
168	Not collected							
169	Not collected							
170	Not collected							
171	Not collected							
172	Not collected							
173	Not collected							
174	Not collected							
175	Not collected							
176	Not collected							
177	Not collected							
178	Not collected							
179	Not collected							
180	Not collected							
181	Not collected							
182	N/A	HOME ADDRESS STATE COUNTY CODE	O	U	The 2-digit county code of the student's mailing address; counties in PA are numbered 01 – 67 in alphabetical order.			See Appendix D in Volume 2 of the PIMS User Manual for the full list of state abbreviations.
183	Not collected							
184	Not collected							
185	Not collected							

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
186	Not collected							
187	Not collected							
188	Not collected							
189	9	FUNDING DISTRICT CODE	R	U	<p>The district code that applies to the school district financially responsible for the student.</p> <p>In most cases, this will be the same district as reported under the district code of residence EXCEPT in the case of non-resident foster or institutionalized students.</p>	<p>This must be one of 500 Pennsylvania school districts.</p> <p>Refer to section "Students to be Reported in PIMS" in Volume 1 of the PIMS User Manual.</p> <p>LEAs with registered Adult Affidavit Programs (AAP) may code all AAP grade-level students with the AUN of the school district where the CTE AAP education entity is located.</p>		<p>Example: 123456789</p> <p>All LEA and school codes can be found on the EdNA website</p> <p>Refer to Appendix N in Volume 2 of the PIMS User Manual for a full list of valid values.</p>
190	3	CTE INDICATOR <i>(continued on next page)</i>	CR	U	<p>This field is only required for students educated by LEA schools classified as either "occupational" or "comprehensive" Career and Technical Centers (CTCs) on PDE's EdNA website</p> <p>This field indicates whether or not a normal full complement of "primary academics" is administered and provided to this student by the reported CTC school identified in LOCATION CODE (Field 2 of this template).</p> <p>For the purpose of this data element, "primary academics" include English, Reading/Language Arts, ESL or</p>	<p>Field needs to be populated for all students educated by occupational and comprehensive CTC schools as identified in Field 2 (LOCATION CODE) of this template.</p>		<p>Valid Value: Y or N</p>

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
					<p>Bilingual instruction Language Instruction Education Program (LIEP), Mathematics, Sciences, and Social Studies (history, economics, geography, and civics and government).</p> <p>Note: According to the Attribution Map used for assessment and accountability, if an assessed subject is taught, the occupational or comprehensive CTC will be attributed with the student's participation and performance.</p>			
191	Not collected							
192	Not collected							
193	Not collected							
194	Not collected							
195	Not collected							
196	Not collected							
197	Not collected							
198	Not collected							
199	Not collected							
200	Not collected							
201	Not collected							
202	Not collected							
203	Not collected							
204	Not collected							
205	Not collected							
206	Not collected							
207	N/A	MILITARY FAMILY CODE <i>(continued on next page)</i>	R	U	Is the student's parent/guardian is an active duty member of a branch of the United States Armed Forces (Army, Navy, Air Force, Marine Corp, and Coast Guard) including full-time National Guard?	Set field to "Y" if the condition is true at any time during the school year, otherwise set to "N"		Valid Value: Y or N

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
						Parent/Guardian includes legal guardian or other person standing in loco parentis (such as grandparent or stepparent with who the child lives, or a person whom is legally responsible for the child's welfare including a foster parent on active military duty. It is not applicable for group home, detention centers and wards of state. Required for compliance with federal data reporting requirements under the Every Student Succeeds Act (ESSA).		
208	Not collected							
209	Not collected							
210	Not collected							
211	Not collected							
212	20	ASSESSMENT PARTICIPATION CODE <i>(continued on next page)</i>	R	U	Identifies the associated assessment(s) in which a student participates throughout the given school year. This field will facilitate PDE parsing data for LEAs administering the test and support the creation of pre-code labels by various testing vendors. Follow these rules for applying the assessment participation code: <ul style="list-style-type: none"> LEAs not administering an assessment to a student are to use Code I. 			Valid Values: <ul style="list-style-type: none"> A – PASA B – PSSA I – Not participating in any of these assessments J – NIMS and NOCTI K – NIMS L – NOCTI

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
					<ul style="list-style-type: none"> LEAs administering an assessment indicate the appropriate code. <p>NOTE: One purpose of this field is to generate precode labels for the PSSA. This field is not used for PSSA Accountability. During the Accountability snapshot, this field can remain unchanged. Students in grades 3-8 must test in the PSSA (code B) or PASA (code A) per Chapter 4 requirements. The LEA should use Code I (Not Participating) for the student that is dually enrolled, but being educated outside the LEA.</p>			
213	Not collected							
214	20	ASSESSMENT PARTICIPATION CODE 2 (Keystone Winter Assessment)	R	U	<p>Identifies the associated assessment(s) in which that a student will participate throughout the given school year. Identifies that a student will participate in a Winter Keystone Assessment. This field will facilitate PDE parsing data for LEAs administering the test and support the creation of pre-code labels by various testing vendors. Follow these rules for applying the assessment participation code:</p> <p>NOTE: adherence to these rules will reduce the need for hand-bubbling of test booklets.</p>			<p>Valid Value: Y or N</p> <ul style="list-style-type: none"> A Algebra B Literature C Biology D Algebra and Literature E Algebra, Literature, Biology F Literature and Biology G Algebra and Biology Z N/A; not participating in this Keystone

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
215	20	ASSESSMENT PARTICIPATION CODE 3 (Keystone Spring Assessment)	R	U	<p>Identifies the associated assessment(s) in which that a student will participate throughout the given school year. Identifies that a student will participate in a Spring Keystone Assessment. This field will facilitate PDE parsing data for LEAs administering the test and support the creation of pre-code labels by various testing vendors. Follow these rules for applying the assessment participation code:</p> <p>NOTE: adherence to these rules will reduce the need for hand-bubbling of test booklets.</p>			<p>Valid Values: Y or N</p> <ul style="list-style-type: none"> ● A Algebra ● B Literature ● C Biology ● D Algebra and Literature ● E Algebra, Literature, Biology ● F Literature and Biology ● G Algebra and Biology ● Z N/A: not participating in this Keystone
216	20	ASSESSMENT PARTICIPATION CODE 4 (Keystone Summer Assessment)	R	U	<p>Identifies the associated assessment(s) in which that a student will participate throughout the given school year. Identifies that a student will participate in a Summer Keystone Assessment. This field will facilitate PDE parsing data for LEAs administering the test and support the creation of pre-code labels by various testing vendors. Follow these rules for applying the assessment participation code:</p> <p>NOTE: adherence to these rules will reduce the need for hand-bubbling of test booklets.</p>			<p>Valid Values: Y or N</p> <ul style="list-style-type: none"> ● A Algebra ● B Literature ● C Biology ● D Algebra and Literature ● E Algebra, Literature, Biology ● F Literature and Biology ● G Algebra and Biology ● Z N/A: not participating in this Keystone

PIMS Student Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	eScholar Name	Sample / Valid Value
217	20	DISTRICT OF ENROLLMENT CODE	R	U	Provide the District Code (AUN) of the LEA providing the majority of the student's core academic education. Only PIMS Reporting Agency AUNs are valid (SD, IU, CS, CTC, APS, PRRI, SJCI).	This field is used to identify the LEA providing the majority of the student's core academic education. If this is the same as the reporting LEA (district code is reported in Field 1), a school enrollment must exist in the warehouse, or in an accompanying school enrollment upload file.		Example: 123456789 All LEA and school codes can be found on the EdNA website

Rules

Found under the Student Snapshot Template.

Load Sequence/Dependencies

No dependencies

Note related to Migrant Status

Official Migrant data is sourced into PIMS from MIS2000, the official source. Therefore, submission of migrant data in the template is optional.

Student Snapshot Template

(217 Fields, 61 Collected)

Target Table(s): STUD_SNAPSHOT

Template Description

The Student Snapshot template contains the same information as the Student Template, with the addition of a snapshot date. Each Student Snapshot template is used for a different purpose and the criteria of the students included may be different from other Student Snapshots. Some Student Snapshots are not true Snapshots in time. Please refer to the [FAQs section October Student How-To Guide](#) for exceptions.

Grain: One record per LEA / School Year / Student / Snapshot Date

Please note that only the **fields highlighted** will be collected for the Pennsylvania Department of Education. Remember that all fields may not be mandatory; however, all fields within a template **MUST BE** accounted for in order to transmit data.

With the exception of the inclusion of the SNAPSHOT DATE (Field 83), the Student Template and the Student Snapshot Template are identical. We are reducing the size of the manual by eliminating the reprint of the identical fields. Please see the Student Template above for all Student Snapshot Data Elements.

PIMS Student Snapshot Template Specifications

Field No.	Max Length	Name	R/O/CR	Code	Definition	Business Rules	Sample / Valid Value
83	10	SNAPSHOT DATE	R	N/A	One of the standard reporting dates defined by PDE.	All dates must be entered in ISO format: YYYY-MM-DD.	<ul style="list-style-type: none">Example: 2015-10-01

Rules

- ~~SCHOOL YEAR DATE is the date of the last day of the school year in ISO format: YYYY-06-30.~~
- ~~Date fields (field name ends in DATE) must be in the ISO format: YYYY-MM-DD.~~
- STUDENT IDs must be unique within an LEA. Therefore, only a single instance of a student is to be supplied in source file.
- ~~Zip code information for home address can be supplied by component (BASE ZIP CODE and ZIP CODE +4) or as a single FULL ZIP CODE.~~
- ~~If components only are supplied, a FULL ZIP CODE will be generated by combining BASE ZIP CODE, '-', and ZIP CODE +4.~~
- Code Column: OBS - GROUP NAME and GROUP REMOVAL DATE are obsolete; use STUDENT GROUP FACT TEMPLATE for memberships.
- BIRTH DATE must be within set range set by client; the default range is 1971-01-01 to current date. Students with birthdays on or after January 1, 1994, and up to and including December 31, 2010, will receive PSSA precodes if valid value in field 212=B.
- When a record is updated and LAST NAME, BIRTH DATE, and CURRENT GRADE LEVEL are all different than the existing Table record, a warning is generated.

5. SNAPSHOT DATE is reserved for compatibility with the STUD_SNAPSHOT Table.
6. Field 167 (SPECIAL EDUCATION REFERRAL) can only be valued if the student is identified as “Y” or “E” in Field 38 (SPECIAL EDUCATION).
7. Field 190 (CTE INDICATOR) should only be valued by valid CTCs.
8. The columns identified with an NCES code are recommended to follow the NCES Non-Fiscal Data Handbook V4.0.
9. Only delimited files are accepted.
10. Code Column: When enclosed within parentheses – e.g. (K, M) – the value is assigned by eScholar.
11. Definition of LIFE from Field 41, EL STATUS:
 - a. Student is a 01-current EL, not LIFE or 06-current EL LIFE student, AND
 - b. Is enrolling after grade two, AND
 - c. Has a Literacy score of less than 3.5 on the MODEL, or WIDA Screener, AND
 - d. Has at least two fewer years of age appropriate schooling than peers or has dis-enrolled from U.S. schools to enroll in schools in other countries (including Puerto Rico) more than two times in the past four years, AND
 - e. Has limited encoding/decoding skills in native language (as indicated by family interview and/or native language measures and/or review of academic records)

NOTE: The Rules apply to both the Student Template and the Student Snapshot Template.

Load Sequence/Dependencies

Load Sequence/Dependency
STUDENT

Note related to Migrant Status

Official Migrant data will be sourced into PIMS from MIS2000, the official source. Therefore, submission of migrant data in the template is optional beginning in 2009-10.