

Pre-Id File Layout (Last Updated 6/15/17)

Note 1: The file format is comma delimited (.csv or .txt) instead of fixed field format. Therefore field lengths are determined by the database, not by start and ending positions in the file. If the length of the data for a field in the file exceeds the record length established in the database, the data in the file will be truncated to fit the database field.

Note 2: While all positions in the file need to be accounted for, the fields highlighted in yellow are required to have the appropriate data entered.

Note 3: UIC is required for all students in order to pre-id (public, nonpublic, and homeschooled students).

Note 4: The following fields are available for *nonpublic and homeschooled students only* and will not be updated for public school students: SE, LEP, MS, ED, Address, City, State, Zip Code, Birth Order, FLEP, and Homeless. These fields will be populated using MSDS for public school students.

Note 5: The order of fields is important.

Note 6: Updated fields from the previous layout (last updated 1/5/17) are as follows:

| Column | Field Name | Update |
|--------|--------------|---|
| BF | LS Score | Added WIDA Screener score information to Data Requirements: Only complete for the W-APT and WIDA Screener assessments. W-APT = listening raw score WIDA Screener = listening proficiency level score |
| BG | RD Score | Added WIDA Screener score information to Data Requirements: Only complete for the W-APT and WIDA Screener assessments. W-APT = reading raw score WIDA Screener = reading proficiency level score |
| BH | SP Score | Added WIDA Screener score information to Data Requirements: Only complete for the W-APT and WIDA Screener assessments. W-APT = speaking raw score WIDA Screener = speaking proficiency level score |
| BI | WR Score | Added WIDA Screener score information to Data Requirements: Only complete for the W-APT and WIDA Screener assessments. W-APT = writing raw score WIDA Screener = writing proficiency level score |
| BJ | Oral CPL | Added field |
| BK | Literacy CPL | Added field |
| BL | Overall CPL | Added field |
| BM | Test Mode | Added field |

Assessment Short Names

| Assessment Name | Assessment Short Name |
|-----------------|-----------------------|
| Early Literacy | EarlyLit |
| M-STEP | MSTEP |
| MI-Access FI | FI |
| MI-Access P | P |
| MI-Access SI | SI |
| PILOT | PILOT |
| PSAT 9 | PSAT |
| PSAT 10 | PSAT10 |
| SAT | SAT |
| W-APT | WAPT |
| WIDA | WIDA |
| WIDA Screener | WIDAS |
| WorkKeys | WorkKeys |

Field Descriptions

| Column | Field Name | Field Length | Data Type | Data Requirements |
|--------|----------------------|--------------|-----------|---|
| A | School Building Code | 5 | Text | State assigned school number, cannot be blank |
| B | AssessmentShortName | 10 | Text | Abbreviated assessment name (See Assessments Table above) |
| C | SDSGradeCode | 2 | Text | Student Grade – 00 = K, 01-12, cannot be blank |
| D | Last Name | 50 | Text | Student Last Name – ‘a-z’, ‘A-Z’, ‘.’, ‘-’ or a space. The field can contain a space but the entire field cannot be blank; <i>the field cannot contain commas.</i> |
| E | First Name | 50 | Text | Student First Name – ‘a-z’, ‘A-Z’, ‘.’, ‘-’ or a space. The field can contain a space but the entire field cannot be blank; <i>the field cannot contain commas.</i> |
| F | Middle Name | 50 | Text | Student Middle Name – ‘a-z’, ‘A-Z’ or a space; <i>the field cannot contain commas.</i> |
| G | Ethnicity | 1 | Numeric | Student Ethnicity 1 - American Indian or Alaska Native 3 – Black or African American 4 – Hispanic or Latino 5 – White 6 – Two or More Races 9 – Asian |

| Column | Field Name | Field Length | Data Type | Data Requirements |
|--------|--------------------|--------------|-----------|---|
| | | | | 0 – Native Hawaiian or Other Pacific Islander |
| H | Date Of Birth | 10 | Date | Student Birth Date – (MM/DD/YYYY) cannot be blank |
| I | Gender | 1 | Text | Student Gender – 'M' or 'F' cannot be blank. |
| J | Birth Order | 1 | Numeric | Birth Order is used to indicate that the student is part of a multiple birth. This field is intended to provide some distinguishing data element for cases where the cultural practice is to provide twins (triplets, etc.) of the same gender with the same first name. Each student from such a multiple birth is to have a different birth order number. This is optional and will default to 0. |
| K | Street Address | 50 | Text | Student Address. <i>The field cannot contain commas.</i> |
| L | City | 30 | Text | Student City. <i>The field cannot contain commas.</i> |
| M | State Code | 2 | Text | Student State |
| N | Zip Code | 10 | Text | Student Zip Code |
| O | UIC | 10 | Text | Unique Identifier from MSDS. |
| P | Student Number | 20 | Text | Local Student ID Number |
| Q | SE | 1 | Text | Special Education – 'Y', 'N', or blank |
| R | LEP | 1 | Text | Limited English Proficient – 'Y', 'N', or blank |
| S | MS | 1 | Text | Migratory Status – 'Y', 'N', or blank |
| T | ED | 1 | Text | Economically Disadvantaged – 'Y', 'N', or blank. Based on free/reduced lunch eligibility or other criteria. |
| U | Entered USA Date | 10 | Date | The first day the student entered the USA. (MM/DD/YYYY or blank); this is for EL students only. |
| V | FLEP | 1 | Text | Formerly Limited English Proficient – 'Y', 'N', or blank |
| W | Homeless | 1 | Text | Homeless – 'Y', 'N', or blank |
| X | HomeSchool | 1 | Text | Home Schooled – 'Y', 'N', or blank |
| Y | AP Reporting Code | 4 | Text | Accessing Print Reporting Code (formerly called Class Group Code); this is for MI-Access FI only. |
| Z | AP Research Code 1 | 2 | Text | Accessing Print Research Code 1 - '01' thru '10' or blank; this is for MI-Access FI only. |
| AA | AP Research Code 2 | 2 | Text | Accessing Print Research Code 2 - '01' thru '10' or blank; this is for MI-Access FI only. |

| Column | Field Name | Field Length | Data Type | Data Requirements |
|--------|---------------------|--------------|-----------|--|
| AB | ELA Reporting Code | 4 | Text | English Language Arts Reporting Code (formerly called Class Group Code) |
| AC | ELA Research Code 1 | 2 | Text | English Language Arts Research Code 1 - '01' thru '10' or blank |
| AD | ELA Research Code 2 | 2 | Text | English Language Arts Research Code 2 - '01' thru '10' or blank |
| AE | EI Reporting Code | 4 | Text | Expressing Ideas Reporting Code (formerly called Class Group Code); this is for MI-Access FI only. |
| AF | EI Research Code 1 | 2 | Text | Expressing Ideas Research Code 1 - '01' thru '10' or blank; this is for MI-Access FI only. |
| AG | EI Research Code 2 | 2 | Text | Expressing Ideas Research Code 2 - '01' thru '10' or blank; this is for MI-Access FI only. |
| AH | LS Reporting Code | 4 | Text | Listening Reporting Code (formerly called Class Group Code); this is for WIDA and W-APT only. |
| AI | LS Research Code 1 | 2 | Text | Listening Research Code 1 - '01' thru '10' or blank; this is for WIDA and W-APT only. |
| AJ | LS Research Code 2 | 2 | Text | Listening Research Code 2 - '01' thru '10' or blank; this is for WIDA and W-APT only. |
| AK | MA Reporting Code | 4 | Text | Math Reporting Code (formerly called Class Group Code) |
| AL | MA Research Code 1 | 2 | Text | Math Research Code 1 - '01' thru '10' or blank |
| AM | MA Research Code 2 | 2 | Text | Math Research Code 2 - '01' thru '10' or blank |
| AN | RD Reporting Code | 4 | Text | Reading Reporting Code (formerly called Class Group Code) |
| AO | RD Research Code 1 | 2 | Text | Reading Research Code 1 - '01' thru '10' or blank |
| AP | RD Research Code 2 | 2 | Text | Reading Research Code 2 - '01' thru '10' or blank |
| AQ | SC Reporting Code | 4 | Text | Science Reporting Code (formerly called Class Group Code) |
| AR | SC Research Code 1 | 2 | Text | Science Research Code 1 - '01' thru '10' or blank |
| AS | SC Research Code 2 | 2 | Text | Science Research Code 2 - '01' thru '10' or blank |
| AT | SS Reporting Code | 4 | Text | Social Studies Reporting Code (formerly called Class Group Code) |
| AU | SS Research Code 1 | 2 | Text | Social Studies Research Code 1 - '01' thru '10' or blank |

| Column | Field Name | Field Length | Data Type | Data Requirements |
|--------|--------------------|--------------|-----------|---|
| AV | SS Research Code 2 | 2 | Text | Social Studies Research Code 2 - '01' thru '10' or blank |
| AW | SP Reporting Code | 4 | Text | Speaking Reporting Code (formerly called Class Group Code); this is for WIDA and W-APT only. |
| AX | SP Research Code 1 | 2 | Text | Speaking Research Code 1 - '01' thru '10' or blank; this is for WIDA and W-APT only. |
| AY | SP Research Code 2 | 2 | Text | Speaking Research Code 2 - '01' thru '10' or blank; this is for WIDA and W-APT only. |
| AZ | WR Reporting Code | 4 | Text | Writing Reporting Code (formerly called Class Group Code) |
| BA | WR Research Code 1 | 2 | Text | Writing Research Code 1 - '01' thru '10' or blank |
| BB | WR Research Code 2 | 2 | Text | Writing Research Code 2 - '01' thru '10' or blank |
| BC | OT Reporting Code | 4 | Text | Other content area Reporting Code (formerly called Class Group Code) |
| BD | OT Research Code 1 | 2 | Text | Other content area Research Code 1 - '01' thru '10' or blank |
| BE | OT Research Code 2 | 2 | Text | Other content area Research Code 2 - '01' thru '10' or blank |
| BF | LS Score | 2 | Integer | Only complete for the W-APT and WIDA Screener assessments. W-APT = listening raw score WIDA Screener = listening proficiency level score |
| BG | RD Score | 2 | Integer | Only complete for the W-APT and WIDA Screener assessments. W-APT = reading raw score WIDA Screener = reading proficiency level score |
| BH | SP Score | 2 | Integer | Only complete for the W-APT and WIDA Screener assessments. W-APT = speaking raw score WIDA Screener = speaking proficiency level score |
| BI | WR Score | 2 | Integer | Only complete for the W-APT and WIDA Screener assessments. W-APT = writing raw score WIDA Screener = writing proficiency level score |
| BJ | Oral CPL | (1,1) | Decimal | Oral Composite Proficiency Level Only complete for the WIDA Screener assessment. Valid scores: 1.0, 1.5, 2.0, 2.5, 3.0, 3.5, 4.0, 4.5, 5.0, 5.5, 6.0 |

| Column | Field Name | Field Length | Data Type | Data Requirements |
|--------|--------------|--------------|-----------|---|
| BK | Literacy CPL | (1,1) | Decimal | Literacy Composite Proficiency Level Only complete for the WIDA Screener assessment. Valid scores: 1.0, 1.5, 2.0, 2.5, 3.0, 3.5, 4.0, 4.5, 5.0, 5.5, 6.0 |
| BL | Overall CPL | (1,1) | Decimal | Overall Composite Proficiency Level Only complete for the WIDA Screener assessment. Valid scores: 1.0, 1.5, 2.0, 2.5, 3.0, 3.5, 4.0, 4.5, 5.0, 5.5, 6.0 |
| BM | Test Mode | 1 | Text | Online = O Paper/Pencil = P |