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Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

Georgia Department of Education (GADOE)

FY2017 Pre-ID LABELS

Data Element Detail

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Revision History

05/23/2016	1.0	Update for FISCAL YEAR 2017
08/09/2016	1.1	Update Appendix EOC Course Numbers
09/15/2016	1.2	Update Purpose For Taking EOC Definitions to match Assessment

Overview

The **Pre-ID** data collection is designed to help school systems report accurate demographic and program data on selected state-mandated assessments. Data collected through the Pre-ID data collection is used to generate labels that are included among the test materials sent from the test vendor to the school systems. Use of Pre-ID labels alleviates the need for students and/or teachers to bubble demographic and program data on answer documents. As a result, school systems are able to accurately match assessment records to student record data reported at the end of the school year.

Pre-ID is setup to allow access to the following district level users: FTE Coordinator, Student Record Coordinator, and the Assessment Coordinator. These individuals are able to upload files, delete data, and access reports.

There are three data collection cycles for Pre-ID labels.

1. **Cycle 1:** In August, data is collected for GKIDS. Students in grades KK are reported in Cycle 1.
2. **Cycle 2:** In September, data is collected to generate labels for the Georgia Milestones End of Course for students in grades 7-12.
3. **Cycle 3:** In January, data is collected to generate labels for the Georgia Milestones End of Course (EOC) for students in grades 7-12, and the Georgia Milestones End of Grade (EOG) for students in grades 3-8.

General Information

Pre-ID data is reported for active students. Withdrawn students should not be extracted and reported in Pre-ID as they will not require labels for the designated test types.

The Test IDs reported for a given cycle must be valid for that cycle. See the Pre-ID Transmission Dates to determine which Test IDs are valid for each cycle.

A warning will be generated for a given school and test ID, if either of the following conditions is true:

- No SRC codes are reported; or
- More than 25% of the students report a SRC code.

Edit Modifications

The following errors and warnings will be generated for missing test types that are required for a specific collection cycle.

- **Modify E732** – ONLINE INDICATOR Y/N is not valid for TEST ID. Leave indicator blank if TEST ID not '12' or '13'. TEST ID '06' is no longer valid. **Modify to include TEST ID '13'**.

Specific Edit Changes

Removed Edits

- ~~E3106 – Last Name cannot contain numbers, selected special characters, cannot be blank, and must be more than one character.~~
- ~~E3100 – First Name cannot contain numbers, selected special characters, cannot be blank, and must be more than one character.~~
- ~~E3102 – Middle Name cannot contain numbers, selected special characters, cannot be blank, and must be more than one character.~~
- ~~E5704: No GHSWT data uploaded for school with grade 11 (Cycle 1)~~
- ~~E717: If TEST ID = '02', GRADE LEVEL must equal "11".~~
- ~~E061: STUDENT ID missing or not valid. It must be student's 9-digit social security number or SSN look-alike number, right-justified.~~
- ~~E724: STUDENT ID must be unique within a DISTRICT unless TEST ID is for Georgia Milestones EOC.~~
- ~~W0580: STUDENT ID not found in FTE 3 of previous school year. Verify student was enrolled after March reporting.~~
- ~~W058: STUDENT ID not found in FTE 1. Assume student was enrolled after October reporting~~
- ~~E059: STUDENT ID not valid.~~
- ~~W3029 – Active STUDENT ID was reported active in the previous collection with a different DATE OF BIRTH.~~
- ~~W3028 – Active STUDENT ID was reported active in the previous collection with a different GENDER code.~~

New Edits

- **E5104 Purpose for Taking EOC'** Test ID is not '12', the **Purpose for Taking EOC** must be blank.
- **New Edit E5102:** If the test ID is 12 then the element value must be the following (For 2017) (PreID Cycle 2 and 3)
 - 1= Completion of course (Default Value)
 - 2= Makeup from previous administration
 - 3= Retest
 - 4= Test-Out
 - 5=Validation of credit

Modified Edits (Added)

- **E1686**-the **GTID** for student reported as graduated in another collection but the **GTID** is being reported as ACTIVE in Pre-ID current Cycle.
- **E048** - **GTID** missing or invalid number sequence
- **E481**- (GUIDE) When **GTID** is provided, 999 pseudo-SSN must match the 999 pseudo-SSN existing in GUIDE.
- **E482**- (GUIDE) When **GTID** is provided and STUDENT NAME SUFFIX exists in GUIDE, STUDENT NAME SUFFIX submitted cannot be blank.
- **E024**- **DATE OF BIRTH** reported for active student does not match the **DATE OF BIRTH** in GUIDE. Verify data and correct either in SR or GUIDE.
- **E13310**- The Active Students (**FIRST NAME**) is different than the student name in GUIDE.
- **E13310**- The Active Students (**MIDDLE INITIAL**) is different than the student name in GUIDE.
- **E13310**-The Active Students (**LAST NAME**) is different than the student name in GUIDE. .
- **Modify E732** – ONLINE INDICATOR Y/N is not valid for TEST ID. Leave indicator blank if TEST ID not '12' or '13'.
- **E292** - All race fields cannot be "N".

Data Elements

Listed below are the data elements collected in each Pre-ID data collection. Although the same type of information is reported in each cycle, it is important to note that each record must reference the test ID that is valid for the cycle and the student's grade level. Edit rules will apply to the data as it is processed. To review the edit rules, see the 2016 PRE-ID LABELS FILE LAYOUT found at the following website:

<http://www.gadoe.org/Technology-Services/Data-Collections/Pages/FY2017-Pre-ID-Labels-Resources.aspx>

COURSE NUMBER

COURSE NUMBER is the 9-digit number designating an official course as specified in SBOE Rule 160-4-2-.03 or 160-4-2-.20. Course numbers are only valid in Pre-ID when reporting data for EOC labels (TEST ID is **12**).

COURSE SECTION NUMBER

The **COURSE SECTION NUMBER** identifies a specific group of students taking a course number. The course section may contain alpha and/or numeric values. Numeric values may go up to 999. Special characters are not valid. The course section number is only allowed when the TEST ID is **12**.

DATE OF BIRTH

DATE OF BIRTH is the date of the student's birth. It must be in the format **YYYYMMDD**. The first two positions in the year cannot be less than '19'.

EIP (Early Intervention Program)

EIP— a program designed to serve students in grades kindergarten through five who are at risk of not reaching or maintaining academic grade level, as defined in the department's *Early Intervention Program Guidelines*, to obtain the necessary academic skills to reach grade-level performance in the shortest possible time.

FIRST NAME

FIRST NAME identifies the student's FIRST NAME as it appears in the school records. Numbers are not valid characters in the name.

GENDER

GENDER is a code (**M** Male or **F** Female) which identifies the student's gender.

GRADE LEVEL

GRADE LEVEL is a code that indicates the student's current grade placement. Valid codes are:

KK	Kindergarten		
01	Grade 1	07	Grade 7
02	Grade 2	08	Grade 8
03	Grade 3	09	Grade 9
04	Grade 4	10	Grade 10
05	Grade 5	11	Grade 11
06	Grade 6	12	Grade 12

GTID

GTID is the unique testing identifier assigned to each student in grades Pre-K-12. This is a 10-character alphanumeric field that must contain numbers only. It is set up as alphanumeric for formatting purposes, but letters and special characters are not allowed in this field.

ENGLISH LEARNER – EL (formerly ELL)

ENGLISH LEARNER – EL (formerly ELL - ENGLISH LANGUAGE LEARNER) indicates whether the student has been identified as having limited proficiency in English. Enter a 'Y' if the student has been tested and identified as EL. Enter 'M' if the student is no longer EL, but is in the monitoring phase. Enter 'F' if the student has completed the two years of monitoring. Enter 'N' for all non-EL students who have not been identified as EL at any point.

Must equal one of the following codes:	
'Y'	Yes, student has limited English proficiency.
'N'	No, student does not have limited English proficiency
'M'	Student Monitored
'F'	Former EL Student – no longer monitored

LAST NAME

LAST NAME is the student's LAST NAME as it appears in the school records. Numbers are not valid characters in the name.

MIDDLE INITIALS

MIDDLE INITIAL is a code which identifies the student's middle initial. Middle Initial must be either alpha characters (A-Z) or blank.

MIGRANT

MIGRANT CODE indicates whether the student has been identified as a migrant student.

'Y' Yes, student is in the Migrant Education Program.

'N' No, student is not in the Migrant Education Program.

'C' Continuation of Services

Definition of a Migrant Student:

- Is younger than 22.
- Has not graduated from high school or does not hold a high school equivalency certificate.
- Is a migrant agricultural worker or has a parent, spouse, or guardian who is a migrant agricultural worker.
- Has moved from one school district to another within the preceding 36 months in order to obtain (or seek) temporary or seasonal employment in qualifying agricultural work.

ONLINE INDICATOR

The Online Indicator (Y/N) tells whether or not the test will be taken online or on paper. The online indicator is only valid for **Georgia Milestones EOC or Georgia Milestones EOG.**

PURPOSE FOR TAKING TEST

To be used to determine which students should be included in the Assessment Summary Reports for Georgia Milestones.

<u>1</u>	Completion of Course	Student is completing a current enrollment associated with an EOC.
<u>2</u>	Makeup from previous administration	Student is completing ("making-up") their EOC requirement that stems from a previous EOC administration window.
<u>3</u>	Retest	Student is retesting due to a Grade Conversion Score below 70 received during a previous administration.
<u>4</u>	Test-Out	Student is attempting to demonstrate subject area competency for an EOC course, that they have not yet taken.
<u>5</u>	Validation of Credit	Student is enrolling from a non-accredited home study program, private school, or non-traditional educational entity and requires an EOC Grade Conversion score of 70 or above for the local district to post credit to their transcript.

ETHNIC HISPANIC

ETHNIC HISPANIC is a code that indicates the ethnicity of a student. Valid codes are:

Code	Description	Includes
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H	Hispanic	An ethnicity flag that is used to identify a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term "Spanish Origin" can be used in addition to "Hispanic/Latino or Latino." ETHNIC HISPANIC must be 'H' (Hispanic) or 'N' (not Hispanic). (NOTE: This <i>ethnicity</i> indicator is separate from the <i>race</i> indicators. Individuals shall have the opportunity to identify themselves as being of or belonging to more than one race. If an individual identifies more than one race, and also flags ETHNIC HISPANIC as "H" (yes), that person is counted as Hispanic. See also: RACE)
N	Non-Hispanic	

RACE INDIAN

RACE INDIAN is a code that indicates the race of a student. Valid codes are:

Code	Description	Includes
I	Indian	One of the five race indicators that can be set to yes or no for a student. More than one race indicator can apply per student. RACE INDIAN must be 'I' (yes) or 'N' (no). A person having origins in any of the original peoples of North and South America (including Central America), who maintains a tribal affiliation or community attachment.
N	Non-Indian	

RACE ASIAN

RACE ASIAN is a code that indicates the race of a student. Valid codes are:

Code	Description	Includes
S	Asian	One of the five race indicators that can be set to yes or no for a student. More than one race indicator can apply per student. RACE ASIAN must be 'S' (yes) or 'N' (no). A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
N	Non-Asian	

RACE BLACK

RACE BLACK is a code that indicates the race of a student. Valid codes are:

Code	Description	Includes
B	Black	One of the five race indicators that can be set to yes or no for a student. More than one race indicator can apply per student. RACE BLACK must be 'B' (yes) or 'N' (no). A person having origins in any of the original peoples of the Black racial groups of Africa.
N	Non-Black	

RACE PACIFIC

RACE PACIFIC is a code that indicates the race of a student. Valid codes are:

Code	Description	Includes
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P	Pacific	One of the five race indicators that can be set to yes or no for a student. More than one race indicator can apply per student. RACE PACIFIC must be 'P' (yes) or 'N' (no). A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
N	Non-Pacific	

RACE WHITE

RACE WHITE is a code that indicates the race of a student. Valid codes are:

Code	Description	Includes
W	White	One of the five race indicators that can be set to yes or no for a student. More than one race indicator can apply per student. RACE WHITE must be 'W' (yes) or 'N' (no). A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
N	Non-White	

REPORT PERIOD

REPORT PERIOD indicates the cycle in which the data is collected. There are two report periods in the Pre-ID data collection.

SCHOOL CODE

SCHOOL CODE is 4-digit code that identifies the public school in Georgia. The **SCHOOL** must be listed in the Georgia Department of Education's **Facilities Database** as an active PRE-ID reporting school for the PRE-ID **REPORT PERIOD**. Pre-ID data should be submitted for students at all schools.

SECTION 504

SECTION 504 - At the time of this test administration, this student qualified for Section 504.

SRC CODE

SRC CODE (Primary Area) indicates the exceptionality of the student:

- P** Mild Intellectual Disability
- Q** Moderate Intellectual Disability
- R** Severe Intellectual Disability
- S** Profound Intellectual Disability
- T** Emotional and Behavioral Disorder
- U** Specific Learning Disability
- V** Orthopedic Impairment
- W** Hearing Impairment
- X** Deaf
- Y** Other Health Impairment
- Z** Visual Impairment
- 1** Blind
- 2** Deaf and Blind
- 3** Speech/Language Impairment
- 6** Autism
- 7** Traumatic Brain Injury
- 8** Significant Developmental Delay

Use null or leave blank for students without disabilities

STUDENT NUMBER

~~STUDENT NUMBER is the 9-digit Social Security Number of the student. Refer to Georgia Board of Education Rule 160-5-1-0.5-.24 PROCEDURE FOR REQUESTING STUDENT SOCIAL SECURITY NUMBERS. If the parent or student chooses not to provide the SOCIAL SECURITY NUMBER, then use one of the Social Security-like Numbers assigned to your system. Letters and other non-numeric characters are invalid characters for the student ID number.~~

SYSTEM CODE

SYSTEM CODE is a number that identifies each school district. See the DOE **Facilities Database** for a list of all of the valid system codes. **SYSTEM CODE** is reported in PRE-ID.

TEACHER LAST NAME

TEACHER LAST NAME is a code which identifies the teacher's **LAST NAME**. This field is optional except for the **EOC and EOG**. The teacher's name is required for **EOC and EOG** labels.

TEACHER FIRST NAME

TEACHER FIRST NAME is a code which identifies the teacher's **FIRST NAME**. This field is optional except for the **EOC**. The teacher's name is required for **EOC** labels.

TEST ID

TEST ID identifies the test administration. This is a two-digit numeric field.

11 – GKIDS – Georgia Kindergarten Inventory of Developing Skills

12 – Georgia Milestones – End Of Course (EOC)

13 – Georgia Milestones – End Of Grade (EOG)

Below is a list of valid grade levels for each of the test IDs.

<u>Test ID</u>	<u>Valid Grade Level(s)</u>
11 – GKIDS	KK
12- EOC	7-12*
13 – EOG	3-8

Note: EOC valid grade levels are 7-12; however, errors are generated if no EOC courses reported for a school with grade levels 9-12.

TITLE 1 READING

Title 1 Reading- Indicates whether or not student is receiving Title I Reading instruction in a Title I Targeted Assisted school.

TITLE 1 MATHEMATICS

Title 1 Mathematics - Indicates whether or not student is receiving Title 1 Math instruction in a Title I Targeted Assisted school.

PURPOSE FOR TAKING EOC

Purpose For Taking EOC- To be used to determine which should be included in the Assessment Summary Reports for Georgia Milestones.

Below is a list of valid values for Purpose For Taking EOC

1= Completion of course – Student is completing a current enrollment associated with an EOC.

2= Makeup from previous administration- Student is completing (“making-up”) their EOC requirement that stems from a previous EOC administration window.

3= Retest- Student is retesting due to a Grade Conversion Score below 70 received during a previous administration.

4= Test-Out- Student is attempting to demonstrate subject area competency for an EOC course, that they have not yet taken.

5= Validation of credit- Student is enrolling from a non-accredited home study program, private school, or non-traditional educational entity and requires an EOC Grade Conversion score of 70 or above for the local district to post credit to their transcript.

Appendix

Valid courses for the EOC labels are listed below.

EOC	Courses ID	Course name
9thLit	23.06100	9th Literature and Comp
AMELit	23.05100	Am Literature and Comp
AMELit	23.05300	AP Language Comp (American Lit Comp)
AMELit	23.06120	IB English B, Year One
AMELit	23.06800	IB English A Literature, Year One
AMELit	23.07300	IB English A Language & Literature, Year One
BIO	26.01200	Biology I
BIO	26.01400	AP Biology
BIO	26.01800	IB Biology, Year One
PHY	40.01100	Physical Science
USH	45.08100	General US History
USH	45.08200	AP US History
USH	45.08700	IB History of Americas, Year One
ECO	45.06100	Economics/Business/Free Enterprise
ECO	45.06200	AP Macroeconomics
ECO	45.06300	AP Microeconomics
ECO	45.06500	IB Economics, Year One
CALG	27.09710	Coordinate Algebra
CALG	27.09750	Accelerated Coordinate Algebra/Analytic Geometry A
ANGEO	27.09720	Analytic Geometry
ANGEO	27.09760	Accelerated Analytic Geometry B/Advanced Algebra
ALGI	27.09900	Algebra I
ALGI	27.09940	Accelerated Algebra I/Geometry A
GEOM	27.09910	Geometry
GEOM	27.09950	Accelerated Geometry B/Algebra II