

ODE EMIS MANUAL

Section 2.16: Graduation-Only Test Record (GP)



Version 1.0
September 11, 2012

REVISION HISTORY

The revision history provides a means for the readers to easily navigate to the places in the manual where updates have occurred. Where there has been a significant change or update it will be highlighted. Minor changes, such as typos, formatting, and grammar are not highlighted.

Version	Date	Effective Date (FY & Reporting Period)	Change #	Description

2.16 GRADUATION-ONLY TEST RECORD

Required Reporting Periods

The Graduation-Only Test Record is to be reported for the Graduation (G) reporting period.

General Guidelines

A Graduation-Only Record is reported during the Graduation (G) reporting period for students who were not enrolled in the district in the current school year or in the just-completed school year for summer graduates, and have been granted a diploma by the reporting district. This record is to be used to report students that fall under the 9th grade Proficiency graduation requirement or the Ohio Graduation Test (OGT) graduation requirement. This record is only reported once the student has been granted a diploma.

Graduation-Only Test Data Elements

The following portion of this section discusses each of the data elements within the Graduation-Only Test Record. The elements are organized alphabetically.

☀ Courses Completed Date Element

Record Field Number	GP090
Definition	The month and year in which the student completed the course requirements for a diploma.

Valid Options

YYYYMM Year, Month

☀ Courses Completed IRN Element

Record Field Number	GP100
Definition	The IRN of the district in which the student completed the course requirements for a diploma.

Valid Options

Six-digit IRN Valid district IRN

☀ Diploma Date Element

Record Field Number	GP160
Definition	The date the student received his/her diploma.

Valid Options

YYYYMMDD Year, Month, Day

☀ EMIS Student ID Number Element

Record Field Number	GP050
Definition	The locally determined EMIS student ID.

Valid Options

Nine-character alphanumeric Local EMIS student ID

☀ Gender Element

Record Field Number	GP070
Definition	The gender of the individual being reported.

Valid Options

- M Male
- F Female

☀ Graduation-Only Test Score Elements

Reading

Record Field Number	GP110
Definition	The most recent outcome achieved by the student in reading.

Writing

Record Field Number	GP120
Definition	The most recent outcome achieved by the student in writing.

Mathematics

Record Field Number	GP130
Definition	The most recent outcome achieved by the student in mathematics.

Social Studies/Citizenship

Record Field Number	GP140
Definition	The most recent outcome achieved by the student in citizenship/social studies.

Science

Record Field Number	GP150
Definition	The most recent outcome achieved by the student in science.

Valid Options

- 2 Passed, OPT
- 3 Excused from consequences
- 5 Passed, OGT
- 6 Met OGT graduation alternative criteria

Reporting Instructions. Report the latest test results.

The above options indicate the most recent outcome for the above test score elements. A test score is reported for each of the subject test areas.

☀ Graduation-Only Test Scaled Score Elements

Reading

Record Field Number	GP170
Definition	The reading scaled score achieved by the student.

Writing

Record Field Number	GP180
Definition	The writing scaled score achieved by the student.

Mathematics

Record Field Number	GP190
Definition	The mathematics scaled score achieved by the student.

Social Studies/Citizenship

Record Field Number	GP200
Definition	The social studies/citizenship scaled score achieved by the student.

Science

Record Field Number	GP210
Definition	The science scaled score achieved by the student.

Valid Options

- INV Used for students who have taken the test but for good cause the test was invalidated by the Ohio Department of Education or the school district.
- 000 – 999 Actual scaled score.

Reporting Instructions. Report the latest scaled score achieved by the student for the given test(s).

 **Racial/Ethnic Group Element**

Record Field Number	GP080
Definition	The racial/ethnic group to which the student belongs or with which the student identifies.

Valid Options

- W White, Non-Hispanic: Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- H Hispanic: Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race.
- B Black, Non-Hispanic: Persons having origins in any of the black racial groups in Africa.
- A Asian or Pacific Islander: Persons having origins in any of the original peoples of the Far East, Southeast Asia, the Pacific Islands, or the Indian subcontinent. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.
- I American Indian or Alaska Native: Persons having origins in any of the original peoples of North America who maintain cultural identification through tribal affiliation or community recognition.
- M Multiracial: Persons having origins in two or more of the above options.

☀ State Student Identifier (SSID) Element

Record Field Number	GP220
Definition	The state assigned unique identifier.

Valid Options

Nine-character alphanumeric as assigned by the SSID System

Reporting Instructions. This is required for all students who are reported through this record.

☀ Student Name Element

Record Field Number	GP060
Definition	Name of the student (optional element)

Valid Option

Last, First, Middle/Maiden or Initial

Defining a Unique Record

Each EMIS record has specific fields that must be unique on each row of data reported to ODE. For the Graduation-Only Test Record, the following field must be unique.

Required Fields	Number
EMIS Student ID	GP050

2.16 GRADUATION-ONLY TEST RECORD (GP) FILE LAYOUT

Number	Position	Name	PIC/Size
	1-8	Filler	PIC 9(8)
GP010	9-10	Sort Type	PIC X(2)
		Always "GP"	
	11	Filler	PIC X
GP020	12-15	Fiscal Year, e.g., 2010 (CCYY)	PIC X(4)
GP030	16	Reporting Period	PIC X
		G –Graduate	
GP040	17-22	IRN of Building for Graduation	PIC X(6)
GP050	23-31	EMIS Student ID Number	PIC X(9)
GP060	32-73	Student Name (optional)	PIC X(42)
		Format: Last Name Appendage, First Middle/Maiden, or Initial	
GP070	74	Gender	PIC X
GP080	75	Racial/Ethnic Group	PIC X
GP090	76-81	Courses Completed Date (CCYYMM)	PIC 9(6)
GP100	82-87	Courses Completed IRN (Where student completed course requirements)	PIC X(6)
GP110	88	Reading Test Score	PIC X
GP120	89	Writing Test Score	PIC X
GP130	90	Mathematics Test Score	PIC X
GP140	91	Social Studies/Citizenship Test Score	PIC X
GP150	92	Science Test Score	PIC X
GP160	93-100	Diploma Date (CCYYMMDD)	PIC 9(8)
GP170	101-103	Reading Scaled Score	PIC X(3)
GP180	104-106	Writing Scaled Score	PIC X(3)
GP190	107-109	Mathematics Scaled Score	PIC X(3)
GP200	110-112	Social Studies/Citizenship Scaled Score	PIC X(3)
GP210	113-115	Science Score	PIC X(3)
GP220	116-124	State Student ID (SSID) (Required for all student who are reported through this record)	PIC X(9)