

**STUDENT GRADUATE ISSUES – TESTING
REQUIREMENTS
REPORT EXPLANATION
(.CSV_2008?_STU_GRAD_TEST_REQ)**

Education Management Information System (EMIS)



**Prepared by
Office of Information Policy and Management**

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Revision History

The revisions to this document listed in the table below.

Revision Date	Owner/Source	Description of Change
8/17/2007	IPM/ODE/Mckeand/Aassoon	Revising from Yearend to October reporting.
3/6/08	ODE/IPM	Revised for FY08(N)
5/15/08	ODE/IPM	Made a few corrections to the report explanation for N

Report Overview

General Description and Significance

The .CSV_2008N_STU_GRAD_TEST_REQ report shows students that the district has reported as graduating for Yearend (N) reporting and that based upon the information that ODE has the graduate has not met testing requirements for all 5 subject tests.

This program/process generates a data verification CSV file for all Public School Districts and Community Schools.

The purpose of this CSV file is to inform districts and community schools of reporting issues around students that they have reported as graduates.

Report Distribution

The CSV file is generated only for the public school districts and community schools that have at least one student that will be on the report as defined by the logic in this spec. This process is run and the CSV files will be generated during the Yearend (N) and October (K) reporting periods. [NOTE: A file will not be generated for ESC's, or JVSD's.]

This file is copied to School Districts/ITC's after each EMIS Processing (with other weekly reports & files that are copied to school districts).

Tips for Reading This Document

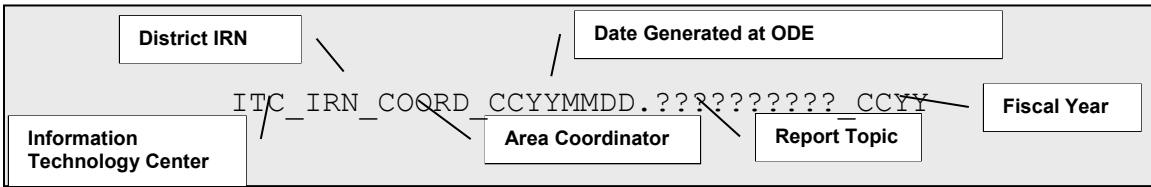
- EMIS data elements are written in SMALL CAPITAL LETTERS.
- Report field names are written in BOLD SMALL CAPITAL LETTERS.

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- 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**.
- CCYY? denotes the century and year and processing period.

Report Name and Timing

The file name for the report is: **ITC_IRN_COORD_CCYYMMDD.STU_GRAD_TEST_REQ_CCYY?**; its components are described below. This report is produced during the Yearend (N) and October (K) reporting periods.



Constraints

Data Source

The data found on this file is taken directly from what was reported on the *STUDENT ATTENDANCE*, *STUDENT DEMOGRAPHIC*, and the *OGT TEST* Record.

Submitted Data Used in Report

Element Name	Record Field #	File Name	Special Notes
District IRN			
Building IRN	GK040	<i>STUDENT ATTENDANCE</i>	
SSID	GI310	<i>STUDENT DEMOGRAPHIC</i>	
State Equivalent Grade Level	GI370	<i>STUDENT DEMOGRAPHIC</i>	
Racial/Ethnic Group	GI090	<i>STUDENT DEMOGRAPHIC</i>	
Gender	GI080	<i>STUDENT DEMOGRAPHIC</i>	
Fiscal Year Student Began Ninth Grade	GK400	<i>STUDENT ATTENDANCE</i>	
Reason Test Not Taken	GX235	<i>OGT TEST RECORD</i>	
Required Test Type	GX215	<i>OGT TEST RECORD</i>	
Scaled Score	GX230	<i>OGT TEST RECORD</i>	
Subject	GX205	<i>OGT TEST RECORD</i>	

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Element Name	Record Field #	File Name	Special Notes
Test Required for Graduation	GX250	<i>OGT TEST RECORD</i>	
OGT Graduation Alternative	GK420	<i>STUDENT ATTENDANCE</i>	
Student Data Submitted to ODE	From ODE Audit file	<i>AUDIT</i>	

Derived Data Used in Report

Element Name	Record Field #	File Name	Field Value	Comments
Read-status				These derived “subject” elements are populated through the logic below.
Math-status				
Write-status				
Soc-status				
Sci-status				
Regular_diploma_count				Derived from the Diploma Type field
Honors_diploma_count				Derived from the Diploma Type field
Stdnt_Atndng_Home_Status_Code				Derived from the Student Status field

Report Selection Criteria

All students are selected that have a Completer record for the current reporting period

JVSD’s and ESC’s are excluded from these checks

Students are selected based upon the following criteria:

State Equivalent Grade Level (GI370) = 10, 11, 12, 13, or 23.

AND

Student Status between '10' and '1Z' or between ('22' and '27') or '29' and not ('12','16','1F','1I')

AND

Fiscal Year Student Began Ninth Grade (The start of the OGT test) >= 2004

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AND

Regular Diploma Count + Honors Diploma Count > 0

Select test records are based upon the following criteria:

OGT Test Type = ('STR' OR 'ALT' OR 'NLP' OR 'NRL')

AND

OGT Test Date >= 200503 (YYYYMM format)

Logic

To determine whether or not a graduate has met testing requirements for all 5-subject tests, the program completes two processes.

For the first process, the number of subjects meeting the testing criteria is counted. If the count does not equal 5, a row will be generated for the student.

For the second process, after all subjects are processed from step 1, filters are applied to determine if the scaled score is => 400 or the student is exempt from passing the test. If the testing criterion has not been met, the information will be deemed as “No Pass” and reflected on the report.

Report Sample

Header Information

The following is the header as it should appear in the CSV file. Note: the comma between each element name allows the data to be opened in Excel as a comma-delimited file without any additional formatting on the user’s part

Header Row Field Titles
dist-irn
bldg-irn
ssid
equiv-grade
Race
Gender
Read-Status
Write-Status
Math-Status

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Soc-Status
Sci-Status
stdnt-submit-date

Report Grouping/Ordering/Control Breaks

There data are ordered in the file by building IRN and Student ID. Each district has its own report.

Report Detail

Fields to Display

1. Dist_IRN
2. Bldg-IRN
3. SSID
4. State Equivalent Grad Level
5. Racial/Ethnic Group
6. Gender
7. Read-Status
8. Write-Status
9. Math-Status
10. Soc-Status
11. Sci-Status
12. Stdnt-submit-date

Grad_Issues – Testing Requirements CSV October (K) File HEADER Row's Field Descriptions:

Header Row Field Titles
Dist-IRN
Bldg-IRN
SSID
Equiv-Grade
Race
Gender
Read-Status
Write-Status
Math-Status
Soc-Status
Sci-Status
Student-submit-date

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Grad_Issues – Testing Requirements CSV October (K) File Data Row's Field Descriptions:

Data Element Name
DIST-IRN
BUILDING IRN (GK040)
SSID (GI310)
STATE EQUIVALENT GRADE LEVEL (GI370)
RACIAL/ETHNIC GROUP (GI090)
GENDER (GI080)
Read-Status
Write-Status
Math-Status
Soc-Status
Sci-Status
STUDENT SUBMIT DATE

Sample

dist_irn, bldg_irn, ssid, equiv_grade, race, gender, read, write, math, soc, sci, stdnt-submit - date

“055117”, “133959”, “BG1622781”, “12”, “B”, “M”, “MISSING”, “MISSING”, “NO PASS”, “PASS”, “PASS”, “20080315”
 “055117”, “133959”, “BG1459744”, “23”, “W”, “F”, “PASS”, “PASS”, “PASS”, “NO PASS”, “MISSING”, “20080315”
 “055117”, “133959”, “BG1622781”, “12”, “B”, “M”, “MISSING”, “MISSING”, “NO PASS”, “NO PASS”, “PASS”, “20080315”

Error Detection and Correction

For those students that are listed on this report the district should carefully review all of the elements listed under **Submitted Data Used in Report** to verify that the information on the records are accurate.

If the district determines that the information on the *STUDENT ATTENDANCE* and the *STUDENT DEMOGRAPHIC* record are accurate and the student is still on the report the district should report the appropriate results for the student for the subject in question.

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If a test from a prior school year needs to be reported, the district should report the information using the actual date of administration of the test.

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