

**STUDENT GRADUATE ISSUES – TESTING  
REQUIREMENTS  
REPORT EXPLANATION  
(.CSV\_CCYY?\_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
11/11/08	IPM/Holbrook	Updated for FY09.
6/17/10	IPM	Updates for FY10
5/20/11	IPM	Updates for FY11

## Report Overview

### *General Description and Significance*

The .CSV\_CCYY?\_STU\_GRAD\_TEST\_REQ report shows students that the district has reported as graduating for the current reporting period, 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 below. This process is run and the CSV files will be generated during the Yearend (N) and Graduate (G) reporting periods.

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*

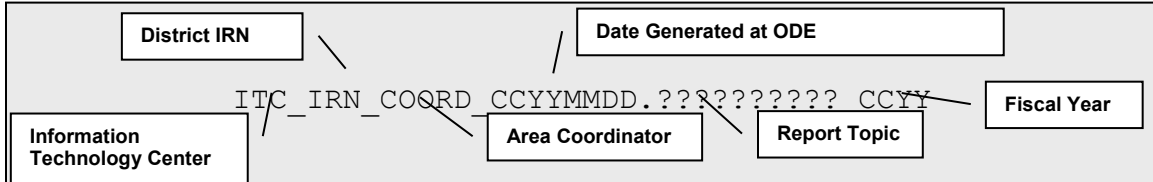
- EMIS data elements are written in **SMALL CAPITAL LETTERS**.
- Report field names are written in **BOLD SMALL CAPITAL LETTERS**.
- Options (values) for each data element are indicated in *ITALICIZED CAPITAL LETTERS* and are enclosed in quotation marks.

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- 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.CSV\_CCYY?\_STU\_GRAD\_TEST\_REQ**; its components are described below. This report is produced during the Yearend (N) and Graduate (G) reporting periods.



### Constraints

#### Data Source

The data found on this file is taken directly from what was reported on the *STUDENT STANDING*, *STUDENT ATTRIBUTE – EFFECTIVE DATE*, *STUDENT ATTRIBUTE – NO DATE*, *STUDENT DEMOGRAPHIC*, and the *OGT TEST* Record.

#### Submitted Data Used in Report

Element Name	Record Field #	File Name	Special Notes
District IRN			
Attending Building IRN	FS160	<i>STUDENT STANDING</i>	
SSID	FS110	<i>STUDENT STANDING</i>	
State Equivalent Grade Level	FD090	<i>STUDENT ATTRIBUTE – EFFECTIVE DATE</i>	
Racial/Ethnic Group	GI090	<i>STUDENT DEMOGRAPHIC</i>	
Gender	GI080	<i>STUDENT DEMOGRAPHIC</i>	
Fiscal Year Student Began Ninth Grade	FN110	<i>STUDENT ATTRIBUTE – NO DATE</i>	
Score Not Reported	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>	
Test Required for	GX250	<i>OGT TEST RECORD</i>	

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Element Name	Record Field #	File Name	Special Notes
Graduation			
OGT Graduation Alternative	FN120	<i>STUDENT ATTRIBUTE – NO DATE</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				
Stdnt_Atndng_Home_Statu s_Code				Derived from the Student Status field

### Report Selection Criteria

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

### Students are selected based upon the following criteria:

#### For the Yearend (N) reporting period:

The Withdrawal Reason is a '99'.

The District Relationship is '1' and student is not in the Autism Scholarship Program.  
The

The Student\_Standing record Withdrawal Reason = '99'

AND

(District\_Relationship code = '1' And both Sent Reasons do not = 'AU')

or

Either Sent Reason = one of the following:

('CT', 'JV', 'MR', 'OS', 'PI', 'CR'))

Or

(District Relationship code does not = '1'

(And First\_sent\_reason\_code = 'OE' and First\_Sent\_IRN is a JVSD)

or (second\_sent\_reason\_code = 'OE' and Second\_Sent\_IRN is a JVSD)))

And Student\_Attrib\_No\_Date.HIGH\_SCHOOL\_START\_YEAR >= 2004

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**Exclude:**

Students Where Dist\_relat\_code = '1' and Stdnt\_Receiv\_code = 'L'

**For the Graduate (G) reporting period:**

Join the Student\_Attrib\_No\_Date table record (from the Graduate (G) reporting period) to the last (most recent) Student\_Standing table record (from the Yearend (N) reporting period) on Student\_Attrib\_No\_Date.Prev\_Ye\_SSID = Student\_Standing.ssid (within district)

And Student\_Attrib\_No\_Date.School\_Year = Student\_Standing.School\_Year

Select students Where Diploma\_Type\_Code <> '\*' and Diploma\_Granted\_Date > Zero and

((Dist\_relat\_code = '1' And First\_sent\_reason\_code <> 'AU' and second\_sent\_reason\_code <> 'AU')

or

(first\_sent\_reason\_code in ('CT', 'JV', 'MR', 'OS', 'PI', 'CR')

or second\_sent\_reason\_code in ('CT', 'JV', 'MR', 'OS', 'PI', 'CR'))

Or

(Dist\_relat\_code <> '1' (And First\_sent\_reason\_code = 'OE' and First\_Sent\_IRN is a JVSD)

or (second\_sent\_reason\_code = 'OE' and Second\_Sent\_IRN is a JVSD)))

And Student\_Attrib\_No\_Date.HIGH\_SCHOOL\_START\_YEAR >= 2004

**Exclude:**

Students Where Dist\_relat\_code = '1' and Stdnt\_Receiv\_code = 'L'

**Select test records are based upon the following criteria:**

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

AND

Score Not Reported element = '\*'

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 the following process.

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As each subject is processed, filters are applied to determine if the scaled score is => 400 or the student is exempt from passing the test. When determining whether the student is exempt from passing the test, the program looks at the record with the most recent test date where the student took the subject test. If the testing criterion has not been met, the information will be deemed as “No Pass” and reflected on the report. If no test records are found with a valid score it will be indicated as “Missing” for that subject 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
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

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7. Read-Status
8. Write-Status
9. Math-Status
10. Soc-Status
11. Sci-Status
12. Stdnt-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 STANDING*, *STUDENT ATTRIBUTE – EFFECTIVE DATE*, *STUDENT ATTRIBUTE – NO DATE* 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.

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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