

Please Note

This presentation is being provided for informational purposes only.

The information in this presentation may have changed since it was created.

This presentation is not meant to provide detailed reporting instructions and is not a replacement for the EMIS Manual, Report Explanations, or other documentation provided by ODE.

EMIS Focused Training – Graduation



May 2022

The Usual Reminders

- Manual sections posted after this training prevail in a conflict between this presentation and the manual
- Some questions may be deferred to helpdesk
- Hierarchy of support
 - EMIS Manual
 - EMIS Coordinator
 - ITC
 - Helpdesk

Topics

- Data Reporting, 4
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Data Reporting

Cohort Assignment → Graduation

- Reporting occurs across multiple collections
 - Student (S)
 - Current Graduation Credit Progress (S)
 - Staff and Course (L)
 - Assessment (A)
 - Graduation (G)
- Including, but not limited to
 - CORE requirements
 - Earned credits
 - Pathways and seals

Entities Required To Report

- Traditional districts
- Community schools
- STEM districts
- State schools

Cohort Assignment

- Student (S) collections
- State Equivalent Grade Level (FD090) as of October 1 for student reported in the prior year
- Fiscal Year that Student Began Ninth Grade (FN110) for student not reported in the prior year
- Assignment errors can only be corrected with regular reporting in the first year

<https://education.ohio.gov/getattachment/Topics/Data/Report-Card-Resources/Graduation-Rate-Component/Technical-Documentation-Graduation-Rate-Measure.pdf.aspx?lang=en-US>

Courses and Course Enrollment

- Initial and Final Staff and Course (L) Collections
- Course Master (CN) Record
 - High School Credit (CN200)
 - Subject Area for Credit (CN210)
- Student Course (GN) Record
 - Course Enrollment End Date (GN170)
 - Course Enrollment Start Date (GN160)
 - High School Credit Earned (GN150)
 - Partial/Override Credit (GN152)

Core Requirements, 1

- Student Graduation – Core Summary (GC) Record
 - Current Graduation Credit Progress (S) and Graduation (G) Collections
- CORE Area Code (GC060)
 - Subject areas where credit earned
- CORE Area Count (GC070)
 - Total credits earned by subject area
- Dual Enrollment Credit Earned (GC110)
 - Report all transcribed college credit
 - Included in Prep for Success measure

CORE Requirements, 2

- Student Attributes – No Date (FN) Record
 - Student (S) and Graduation (G) Collections
- CORE Economics and Financial Literacy Requirement Met (FN240)
- CORE Fine Arts Requirement Met (FN250)
- CORE Graduation Requirement Exemption Code (FN300)
- Exempted from Physical Education Graduation Requirement (FN260)

Other Student Attributes Elements

- Midyear, End of Year, SOES End of Year Student (S), and Graduation (G) Collections
- Military Compact Graduation Alternative Count (FN310)
 - Number of graduation tests not required to pass
- OGT Graduation Alternative (FN120)
 - Only one subject
 - Passage met through alternative criteria
 - <https://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements>

Graduation Pathways

- Student Program (GQ) Record
 - Student (S) and Graduation (G) Collections
- Graduation pathway options
 - 520xxx – Pathway codes
 - 5201xx – Alternative competency codes

Graduation-Related Seals

- Student Program (GQ) Record
 - Student (S) and Graduation (G) Collections
- 510xxx – Graduation-related seals
 - Codes indicating planning to earn a seal
 - Codes indicating seal was earned
 - Codes indicating proficiency in English or a world language
- 60xxxx – Seal of Biliteracy
 - Codes indicating the student has earned a seal

IEP Exemptions

- Student Special Education Graduation Requirement (FE) Record
 - Student (S) and Graduation (G) Collections
 - Report every year as long as exemption is continued
- Assessment Type (FE080)
 - GE – End of Course
 - GX – High School Alternate Assessment
- Assessment Area (FE090) = Subject area of exemption
- IEP Date (FE070) = same as Date (GE110) of current IEP

Assessments

- Student Assessment (FA) Record
- Assessment (A) and Graduation (G) Collections
 - ACT (AC)
 - Advanced Placement (AP)
 - End of Course Exam (GE)
 - HS Alternate Assessment (GX)
 - Industry Credential (GW)
 - International Baccalaureate (IB)
 - SAT (SA)
 - WorkKeys (WK)

Withdrawals

- Student Standing (FS) Record in Student (S) collections
- Effective End Date (FS090)
 - Regular graduate = last day of school per calendar
 - Summer graduate = after last day of current year, before first day of next year
- Withdrawal Reason (FS100)
 - District issuing diploma = 99
 - Shared students, sending district = 41
 - JVS = 99 or 41
 - Non-graduate not continuing = 7x

Withdrawal Override

- Student Withdrawal Override (FC) Record in Student (S) and Graduation (G) Collections
- Update prior-year withdrawal data impacting current or future graduation rate
 - Withdrawal date and reason not reported in a prior school year
 - Withdrawal date or reason incorrectly reported in a prior school year
 - New information changes reported withdrawal reason
- Must retain appropriate documentation

Diplomas

- Graduation (G) Collection
- Diploma Date (FN090)
 - Date graduation requirements were completed ***and*** student left formal secondary education
- Diploma Type (FN100)
 - Honors grad is student receiving an honors diploma
- Summer grad is senior receiving diploma before first day of next school year
- Grad only is student receiving diploma who was not enrolled in current year

Grad Only

- Student Attributes – No Date (FN) Record
 - Graduation (G) Collection
- Elements unique to grad only students
 - Courses Completed Date (FN410)
 - Courses Completed IRN (FN420)

EMIS Data Appeals

FY22 Graduation	
<i>Required to Approve: Superintendent (instructions)</i> <i>Appeal Opens: Oct. 17, 2022</i>	<i>Appeal Closes: Oct. 28, 2022</i>
FY22 Collection Included	Impacted Organizations
» FY22 Graduate Reporting (2022G0000)	» Districts » Community schools » STEM
» Deadline to submit corrected data in EMIS for approved appeals is Nov. 10.	
FY22 Graduate Cohort	
<i>Required to Approve: Superintendent (instructions)</i> <i>Appeal Opens: Oct. 17, 2022</i>	<i>Appeal Closes: Oct. 28, 2022</i>
FY22 Data Included	Impacted Organizations
» Graduate Reporting	» Districts » Community schools » STEM
» Deadline to submit corrected data in EMIS for approved appeals is Nov. 10.	

Reporting Scenarios

Shared: Open Enrollment

- Resident student open enrolled out
- Educating district issuing diploma

Element	Collection	Resident District	Educating District
Effective End Date (FS090)	FY22 Student, EOY	Last day	Last day
Withdrawal Reason (FS100)	FY22 Student, EOY	41	99
Withdrawn To IRN (FS360)	FY22 Student, EOY	Educating	–
Diploma Date (FN090)	FY22 Grad	–	Met requirements, withdrawn
Diploma Type (FN100)	FY22 Grad	–	Type earned

Shared: JVS

- Student attending JVS
- Resident/sending district issuing diploma

Element	Collection	Resident District	JVS
Effective End Date (FS090)	FY22 Student, EOY	Last day	Last day
Withdrawal Reason (FS100)	FY22 Student, EOY	99	99 or 41
Withdrawn To IRN (FS360)	FY22 Student, EOY	—	*****
Diploma Date (FN090)	FY22 Grad	Met requirements, withdrawn	—
Diploma Type (FN100)	FY22 Grad	Type earned	—

Summer Grad: Credits

- Credit deficient at end of year, credits earned prior to July 1, 2022
- Received diploma before first day of new school year

Element	FY22 Student, EOY	FY22 Grad
Effective End Date (FS090)	6/30/2022 (after last day, prior to 7/1)	–
Withdrawal Reason (FS100)	99	–
Diploma Date (FN090)	–	Met requirements, withdrawn
Diploma Type (FN100)	–	Type earned
CORE Area Code (GC060)	–	Subject area
CORE Area Count (GC070)	–	Number of credits earned

Summer Grad: Credits

- Credit deficient at end of year, credits earned on or after July 1, 2022
- Received diploma before first day of new school year

Element	FY22 Grad	FY23 Student, all
Effective End Date (FS090)	–	7/18/2022 (on/after 7/1, prior to first day)
Withdrawal Reason (FS100)	–	99
Diploma Date (FN090)	Met requirements, withdrawn	–
Diploma Type (FN100)	Type earned	–
CORE Area Code (GC060)	Subject area	–
CORE Area Count (GC070)	Number of credits earned	–

Summer Grad: Assessments

- Not all assessments passed as of last day of school
- Assessments passed after last day of school, before first day of new year

Element/Record	FY22 Student, EOY	FY22 Grad
Effective End Date (FS090)	Last day	–
Withdrawal Reason (FS100)	75	–
Diploma Date (FN090)	–	Met requirements, withdrawn
Diploma Type (FN100)	–	Type earned
Student Assessment (FA) Record	–	Passing result(s)

Credit Deficient Senior

- As of last day of school
- Returning to district next year

Element	FY22 Student, EOY	FY23 Student, all
Effective End Date (FS090)	–	–
Withdrawal Reason (FS100)	–	–
State Equivalent Grade Level (FD090)	12	12
Grade Level Next Year (FN080)	12	–

Grade 23: Deferred Diploma

- Special education student has met all graduation requirements per IEP
- Chooses to defer receiving diploma

Element	FY22 Student, EOY	FY23 Student, all
Effective End Date (FS090)	—	—
Withdrawal Reason (FS100)	—	—
State Equivalent Grade Level (FD090)	12	23
Grade Level Next Year (FN080)	23	—

Early Grads

- Students who graduate early will count in their originally assigned cohort
- Must meet original cohort graduation requirements

Element	FY22 Student, EOY	FY22 Grad
Effective End Date (FS090)	Last day	–
Withdrawal Reason (FS100)	99	–
Diploma Date (FN090)	–	Met requirements, withdrawn
Diploma Type (FN100)	–	Type earned
CORE Area Code (GC060)	–	Subject area
CORE Area Count (GC070)	–	Number of credits earned

Grad Only: Credits

- Credit deficient, not educated in current school year
- Diploma issued once credits earned

Element	FY22 Grad
Diploma Date (FN090)	Met requirements, withdrawn
Diploma Type (FN100)	Type earned
CORE Area Code (GC060)	Subject area
CORE Area Count (GC070)	Number of credits earned
Courses Completed Date (FN410)	Date credits earned
Courses Completed IRN (FN420)	Where courses completed

Grad Only: Assessments

- Not all assessments passed, not educated in current school year
- Diploma issued once remaining assessments passed

Element/Record	FY22 Grad
Diploma Date (FN090)	Met requirements, withdrawn
Diploma Type (FN100)	Type earned
Courses Completed Date (FN410)	Date credits earned
Courses Completed IRN (FN420)	Where courses completed
Student Assessment (FA) Record	Passing results

Reports

Level 2 Grad Cohort Reports

Collection Request / Report Name	LEA	Fatal	Critical	Warn	Info	Total	Category	Data Set
▼ SOES End of Year Student Collection (FY22) (2022SBODE)								
✓ (GRAD-002) Newly Assigned to Grad Cohort		0	0	0	52	52	Graduate	S
✓ (GRAD-422) 2022 - Grad Cohort - 4th Year Status		0	0	0	89	89	Graduate	S
✓ (GRAD-423) 2023 - Grad Cohort - 3rd Year Status		0	0	0	74	74	Graduate	S
✓ (GRAD-424) 2024 - Grad Cohort - 2nd Year Status		0	0	0	50	50	Graduate	S
✓ (GRAD-425) 2025 - Grad Cohort - 1st Year Status		0	0	0	42	42	Graduate	S
✓ (GRAD-521) 2021 - Grad Cohort - 5th Year Status		0	0	0	75	75	Graduate	S
✓ (GRAD-620) 2020 - Grad Cohort - 6th Year Status		0	0	0	87	87	Graduate	S
✓ (GRAD-719) 2019 - Grad Cohort - 7th Year Status		0	0	0	82	82	Graduate	S
✓ (GRAD-818) 2018 - Grad Cohort - 8th Year Status		0	0	0	72	72	Graduate	S

All entities

DPRs only

Verify *all* cohort assignments

Cohort Reports Recommendations

- Verify students listed in each cohort
- Determine if any students are missing from each cohort
- Confirm students should be included in district's denominator
- Use to verify accountability

(GRAD-002) Newly Assigned to Grad Cohort

- Use to verify first year students
- Focus on ADD COHORT BY GRAD EVENT CODE column
 - GRDIN: Placed in cohort based on reported state equivalent grade level
 - FYB9G: Placed in cohort based on reported fiscal year began 9th grade
- Make corrections before close of FY22 End of Year Student (S) Collections

SSID	LEVEL 2 REC TYPE CODE	RESULT CODE	RESULT CODE DESCR	ACNTBL LEA IRN	COHORT YR	DENOM FLAG	NUMER FLAG	RPTD YEAR	STATE EQV GR	ADD COHORT BY GRAD EVENT COI
	GRAD-002	GR0000	Student accountable in this LEA	123456	2022	Y	N	2022	12	FYB9G
	GRAD-002	GR0000	Student accountable in this LEA	123456	2022	Y	N	2022	12	FYB9G
	GRAD-002	GR0000	Student accountable in this LEA	123456	2022	Y	N	2022	11	FYB9G
	GRAD-002	GR9998	Student accountable in State rate but not LEA	*****	2022	N	N	2022	12	GRDIN
	GRAD-002	GR9998	Student accountable in State rate but not LEA	*****	2023	N	N	2022	11	FYB9G
	GRAD-002	GR9998	Student accountable in State rate but not LEA	*****	2024	N	N	2022	10	FYB9G





(GRAD-999) Grad Issues

- Level 2 report available in the Graduation (G) Collection
- Helps identify possible data quality issues
- Not meant to imply data contains errors

SEV	SSID	REC TYPE DESCR	RESULT CODE	RESULT CODE DESCR	COHORT YEAR	RELATED OPTION FROM REPORT	ACNTBL LE
C		Grad Issues Report	GR2001	Withdrawal of 99 Reported	2021	06/03/2021	123456
C		Grad Issues Report	GR2001	Withdrawal of 99 Reported	2021	06/03/2021	123456
I		Grad Issues Report	GR4001	Diploma Reported but No W	2020	08/14/2021	123456
I		Grad Issues Report	GR4001	Diploma Reported but No W	2020	08/14/2021	123456
I		Grad Issues Report	GR4001	Diploma Reported but No W	2020	08/14/2021	123456
I		Grad Issues Report	GR4001	Diploma Reported but No W	2021	08/14/2021	123456

Level 2 CTE Grad Cohort Reports

- All entities with CTE concentrators
- JVSs have access

▼ Graduation Collection (FY21) (2021G0000)								
 (CTGR-421) 2021 - CTE Grad Cohort - 4th Year Status	0	0	0	<u>81</u>	<u>81</u>	Career Tech	G	
 (CTGR-422) 2022 - CTE Grad Cohort - 3rd Year Status	0	0	0	<u>6</u>	<u>6</u>	Career Tech	G	
 (CTGR-423) 2023 - CTE Grad Cohort - 2nd Year Status	0	0	0	<u>3</u>	<u>3</u>	Career Tech	G	
 (CTGR-520) 2020 - CTE Grad Cohort - 5th Year Status	0	0	0	<u>511</u>	<u>511</u>	Career Tech	G	
Export report information to a .csv file								

Other Career-Tech Level 2 Reports

- (CTAC-001) CTE Accountability Program of Concentration Tech Assessment Results Report
- (ICAC-001) Industry Credential Administrative Conflict Report
- Review for issues with students reported in the Graduation (G) Collection

(GNIS-xxx) Gen Issues

- Level 2 reports available in the Graduation (G) Collection in the Data Collector
- Helps identify possible data quality issues
- Not meant to imply data contains errors
- Contains information on who to contact if there are any questions and what to check

RESULT CODE	RESULT CODE DESCR	ERR SEV CODE	DATA CLCTN DATE	BLDG IRN	GRAD RATE LY	GRAD RATE CY	GRAD RATE CHG	QUESTN CNTCT NAME	CHECK DESCR
IS0275	Large Change in 4' I		2021-10-27 00:00:00	222222	61.53846154	77.77777778	16.24	Adam Schiming, Adam.Schiming@	Large Change in 4YR Longitudin
IS0275	Large Change in 4' I		2021-10-27 00:00:00	333333	76.05633803	70.58823529	-5.47	Adam Schiming, Adam.Schiming@	Large Change in 4YR Longitudin
IS0275	Large Change in 4' I		2021-10-27 00:00:00	222222	72.54901961	82.35294118	9.8	Adam Schiming, Adam.Schiming@	Large Change in 4YR Longitudin
IS0275	Large Change in 4' I		2021-10-27 00:00:00	333333	75.24752475	69.81132075	-5.44	Adam Schiming, Adam.Schiming@	Large Change in 4YR Longitudin
IS0275	Large Change in 4' I		2021-10-27 00:00:00	444444	76.92307692	61.70212766	-15.22	Adam Schiming, Adam.Schiming@	Large Change in 4YR Longitudin
IS0275	Large Change in 4' I		2021-10-27 00:00:00	444444		20	0	-20 Adam Schiming, Adam.Schiming@	Large Change in 4YR Longitudin

Gen Issues Reports

- IS0020, IS0021, and IS0022: 4-yr graduation rate variations
- IS0261 and IS0264: 6-yr graduation rate variations
- IS0265 and IS0268: 7-yr graduation rate variations
- IS0275 and IS0279: large change in 4-yr and 5-yr graduation rate between current and previous years
- IS0276, IS0277, and IS0278: 5-yr graduation rate variations
- IS0346 and IS0349: 8-yr graduation rate variations

ODDEX

Grad Cohort Tab

- Includes data reported by other districts
- Can be useful in determining why a student is included or not included in cohort and grad rate

Name	SSID	Birthdate
		12/18/2006

Event Date	Event Code	Key Event Data	Accountable LEA	Accountable Building	Data Source LEA	Data Source FY	Data Source Collection	Override Related
06/30/2022	ACNT4 - Accountable - 4 Year Cohort	2025	999999	999999		2022	2022S2TRD	N
01/12/2022	WTHSY - School Year Withdraw	43				2022	2022S2TRD	N

Special Education Tab

Student Special Education Graduation Requirement (FE) Record data now available

History | **Special Education** | Assessments | Grad Cohort

Return to Summary Export Help

Name	SSID	Birthdate
	[REDACTED]	10/15/2002

Event Date	Event Type	Outcome	Outcome Dates	Non-Compliance	Secondary Planning	Required Test Type	Reported by LEA
09/21/2021	RIEP	IE15	09/21/2021 - 09/20/2022	N/A	TMYG	ALT	[REDACTED]

[Grad Exempt](#)

Student Special Education Graduation Req Record

Special Education Record

SSID	Event Date	Event Type	Outcome	Outcome Dates	Non-Compliance	Secondary Planning	Required Test Type	Reported by LEA
[REDACTED]	09/21/2021	RIEP	IE15	09/21/2021 - 09/20/2022	N/A	TMYG	ALT	[REDACTED]

Special Education Graduation Req Record

Event Date Type Code	Event Occur Date	Assessment Type Code	Assessment Subject Code	Exemption Flag
RIEP - IEP Completion Date-Periodic Review	09/21/2021	GX - OGT	M - Math	Y - Exempt
RIEP - IEP Completion Date-Periodic Review	09/21/2021	GX - OGT	R - ELA-Reading	Y - Exempt
RIEP - IEP Completion Date-Periodic Review	09/21/2021	GX - OGT	S - Science	Y - Exempt
RIEP - IEP Completion Date-Periodic Review	09/21/2021	GX - OGT	C - Social Studies	Y - Exempt

Access to Records: Single Student/Grad Cohort and Special Education Tabs

- View or export access only
 - Coordinator-EMIS
 - Director-EMIS
 - Superintendent
 - Supervisor-EMIS
 - Data View-ODDEX Records GRAD
 - Data View-ODDEX History GE
 - Site Manager (ITC only)
 - SDC-Student Level Access (ITC only)
- OEDS Roles for ODDDEX Access index: [ODDEX Help](#)

Questions?



Resources

Training Evaluation

Available through June 3

Your evaluations of our trainings are now being collected via an online form. This will give us access to better, more immediate feedback and statistics about these trainings, which will allow us to be even more responsive to your input. This will also be easier for you as you will no longer have to email anything to us.

After completing the evaluation and clicking submit, you will see a message thanking you for your feedback and acknowledging your attendance at a training. If this is information you need, be sure to capture or print the page and retain it for your records. Once the evaluation period for the session ends (2 weeks after the final session), you will no longer be able to submit a response or receive an attendance acknowledgement. *Note that this is the only way to receive this acknowledgement. We will no longer be emailing this information to participants.*

<https://education.ohio.gov/Topics/Data/EMIS/Resources-for-EMIS-Professionals/EMIS-Focused-Training>

EMIS Focused Training Webpage

- A copy of the handout will be posted
- A recorded version of this presentation will be posted
- The Q and A, questions asked during the sessions, will be posted
- Future training opportunities will be announced

<https://education.ohio.gov/Topics/Data/EMIS/Resources-for-EMIS-Professionals/EMIS-Focused-Training>

EMIS Manual

- 2.4 Student Standing (FS) Record
- 2.5 Student Attributes – Effective Date (FD) Record
- 2.6 Student Attributes – No Date (FN) Record
- 2.8 Student Assessment (FA) Record
- 2.9 Student Program (GQ) Record
- 2.14 Student Special Education Graduation Requirement (FE) Record
- 2.15 Student Graduation - Core Summary (GC) Record
- 2.17 Student Withdrawal Override (FC) Record
- 4.2 Course Master (CN) Record
- 4.4 Student Course (GN) Record

Report Explanations

- CTE Grad Cohort Reports
- CTE Technical Assessment Summary Reports
- Grad Cohort Reports
- (GRAD-999) Grad Issues
- (GRAD-002) Newly Assigned to Grad Cohort
- (ICAC-001) Industry Credential Administrative Conflict

(GNIS-xxx) General Issues

- Level 2 reports generated by business offices on student, staff/course, assessment, and financial data
- Announced via Release Notes
 - <http://education.ohio.gov/Topics/Data/EMIS/Technical-Documentation/EMIS-Release-Notes>
- For assistance, contact data manager on report and in report explanation
 - <https://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/FY16-EMIS-Validation-and-Report-Explanation-Docume>
- Do ***not*** include student identifiable information in communications

Other

- Graduation Rate Technical Documentation
 - <https://education.ohio.gov/Topics/Data/Report-Card-Resources/Graduation-Rate-Component>
- Graduation Requirements
 - <https://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements>
- ODDEX Help
 - <https://wiki.ssdt-ohio.org/pages/viewpage.action?pageId=21135503>

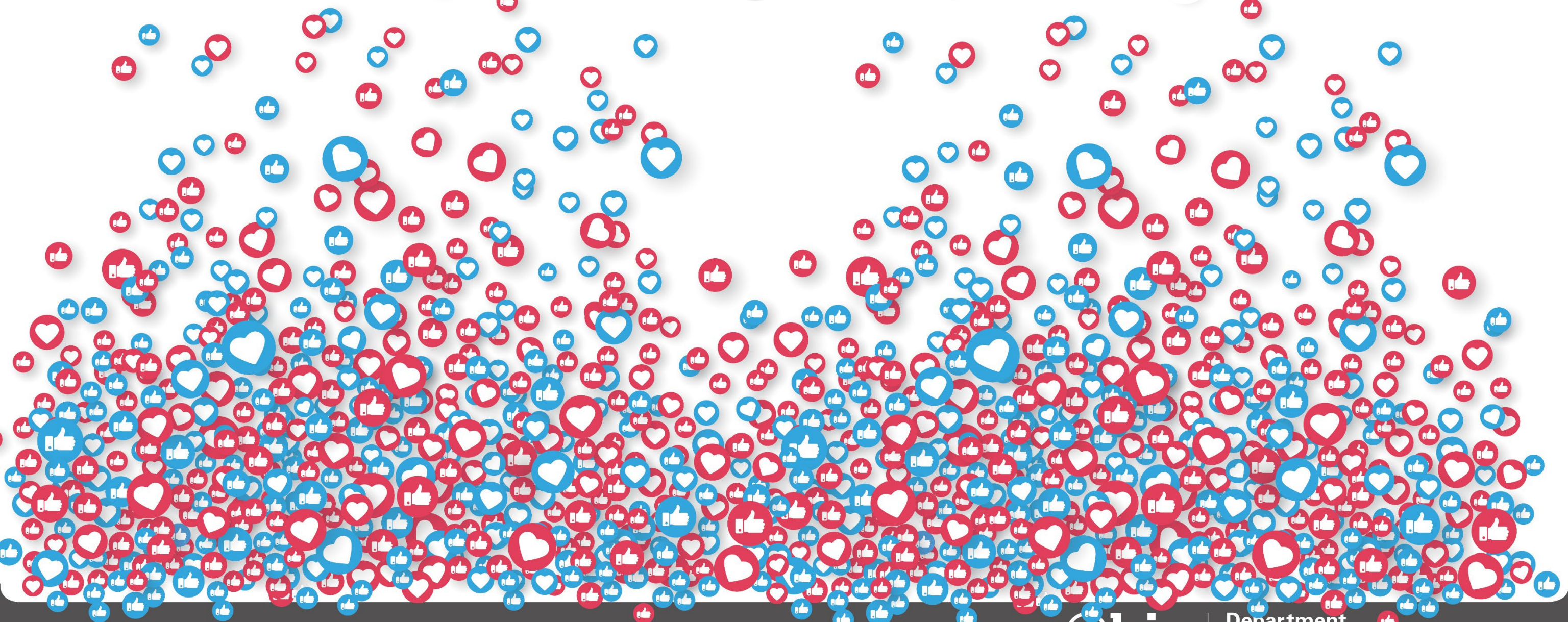
Office of Data Quality

- EMIS Data Appeals
 - <http://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/Data-Appeals>
- EMIS Data Review & Verification
 - <http://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/EMIS-Data-Review-Verification>
- Contact information
 - dataquality@education.ohio.gov
 - (614) 466-7144



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