

Field #	Field	Data Type	Description	Comments
1	Educ_Cred_Key	Number	This is our internal database key. It is unique to each educator and credential (i.e. every row) in this file	This is an internal database key for each individual credential
2	Staff State ID	Character	An unique ID we issue that stays with the educator forever	
3	First Name	Character		
4	Middle Name	Character		
5	Last Name	Character		
6	Credential Term Name	Character	The length of the credential	These 4 elements make up the core of the credential. All these pieces come together to define the credential. So you get things like a 2 year, provisional, license, Elementary 1-8 credential. Below the teaching fields and sometimes the endorsements further define the credential by subject.
7	Professional Classification Name	Character	This was formerly called the Class. Example: Professional, Provisional, Temporary	
8	Credential Category Name	Character	This simply indicates if the credential is a License, Certificate or Permit	
9	Credential Type Name	Character	This further defines the type of credential.. Example: Elementary 1-8, High School, Principal, Treasurer,	
10	Action Name	Character	Example: New In State, New Out of State, Renewal	.
11	Valid In Organization IRN	Character	This is the IRN for credentials that are only valid in one school district or educational service center	The IRN is the unique identifier we issue for all organizations. Some credentials are only allowed to be used in specific orgs. This field indicates those orgs (if any)
12	Status	Character	Indicates the status of the credential. All should be in "Issued" or active status.	
13	Issue Date	Character	YYYYMMDD format	
14	Expiration Date	Character	YYYYMMDD format, is null for Permanent licenses	
15	Effective Year Name	Character	Note that effective year IS THE EXACT OPPOSITE of fiscal year. So an effective year of 2007, means that the credential was valid for the first time in school year 2007-08.	The effective year remains the same always but indicates the first year a credential was able to be used.
16	Teaching Field Legacy ID 1	Character	This further defines a credential (along with the TF name) but is not on all credentials. Typically defines the subject areas the	Alternates between ID and Name 18 times

			credential is valid for. Can have unlimited amount of these. We cut it off at 18.	
17	Teaching Field Name 1	Character	If description is null, uses name	
18 – 50	Teaching Field Legacy ID 2..through 18	Character		
19 – 51	Teaching Field Name 2...through 18	Character		
52	Endorsement Legacy ID 1	Character	This further defines a credential (along with the endorsement name) but is not on all credentials. Typically defines the subject areas the credential is valid for. Can have unlimited amount of these. We cut it off at 6. Not used as often as TFs.	Alternates between ID and Name 6 times. Data-wise there is no difference with the teaching fields. But law requires us to have teaching fields and endorsements.
53	Endorsement Name 1	Character	If description is null, uses name	
54 – 63	Endorsement Legacy ID 2..through 6	Character		
55 – 63	Endorsement Name 2...through 6	Character		
64	Limitation Legacy ID 1	Character	Indicates any special limitations on a credential	Alternates between ID and Name 6 times
65	Limitation Name 1	Character	If description is null, uses name	
66 – 74	Limitation Legacy ID 2..through 6	Character		
67 – 75	Limitation Name 2...through 6	Character		
76	District IRN 1	Character	This is the first in a set of up to 15 EMIS data field combinations indicating where the educator worked as of the most recent year. You can merge this with our directory information to get additional information on the orgs. The IRNs are unique for each org.	Alternates between District IRN, Reporting Building IRN, Position Code and Position Description 15 times. These combinations are updated for the most recent school year. The IRNs are an indication that the educator was reported as a teacher in our EMIS database (no other positions).
77	Reporting Building IRN 1	Character		
78	Position Code 1	Character	The code associated with the position assignment of the employee.	
79	Position Description 1	Character		
80 - 106	District IRN 2 ... through 15	Character		
81 – 107	Reporting Building IRN 2... through 15	Character		

82 – 110	Position Code 2 ... through 15	Character		
83 – 113	Position Description2 ... through 15	Character		