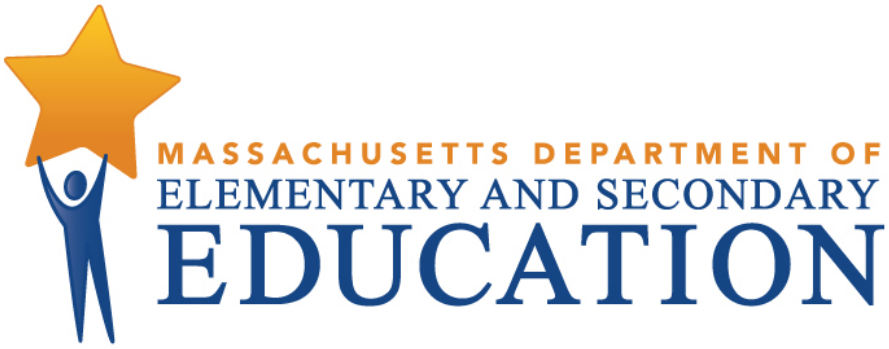


# SIMS Data Handbook Version 7.1

*For use beginning with the October FY17 collection*

**August 10, 2016**

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# Introduction: SIMS Data Handbook

The Student Information Management System (SIMS) is a student-level data collection system that allows the Department to collect and analyze accurate and comprehensive information, to meet federal and state reporting requirements, and to inform policy and programmatic decisions. The SIMS has two important components:

- A unique student identifier for all students receiving a publicly funded education in Massachusetts, and
- Transmissions of data from districts to the Department for all students via the security portal.

This document is one of a series of documents that provide information regarding SIMS. The documents should be used together to get a complete picture of the system.

- ✓ SIMS User Guide
- ✓ SIMS Data Handbook
- ✓ SIMS Error List
- ✓ SIMS Frequently Asked Questions

The handbook provides a detailed description of all 52 data elements that are currently submitted in each student record. Each student record that is submitted into the system must contain an appropriate value in each of the 52 elements. Many of these elements are validated against one another so it is very important that each element be reported accurately. You will notice that there are several data elements that have been discontinued and are to be populated with a placeholder of "500" or 0. Check the documentation for each discontinued element to be sure of the accurate value to report. Following the list of the data elements there are ten appendices to assist you in submitting an acceptable and correct code for each data element.

The following information is provided for each data element:

- Name ..... Name of the data element
- Definition ..... A brief definition of the element
- Data Type ..... Alphanumeric or Integer
- Maximum Length..... The maximum number of characters allowed
- Minimum Length ..... The minimum number of characters allowed
- Acceptable Values..... A list of the values that can be submitted to the Department. If no values are listed, then any value of the acceptable type and length are permitted.
- Notes ..... Any additional information pertaining to the element
- Dependency..... Any relationships that exist between this data element and other elements

# Complete List of SIMS Data Elements

**DOE001 Locally Assigned Student Identifier (LASID)**
A code assigned and maintained by the local school district that is unique for each student in the district over time.

**DOE002 State Assigned Student Identifier (SASID)**
A unique number assigned to an individual by the Massachusetts Department of Elementary and Secondary Education.

**DOE003 First Name**
A name given to an individual at birth, during a naming ceremony (e.g., baptism), or through legal change.

**DOE004 Middle Name**
A secondary name given to an individual at birth, during a naming ceremony (e.g., baptism), or through legal change.

**DOE005 Last Name**
The name borne in common by members of a family.

**DOE006 Date of Birth**
The month, day, and year on which an individual was born.

**DOE007 Date of Birth Format**
A code that indicates the format of the value of Data Element DOE006 — Date of Birth.

**DOE008 City/Town of Birth**
The name of the city (or comparable unit) in which an individual was born.

**DOE009 Gender**
The gender identity of a student

**DOE010 Race/Ethnicity**
The general racial category that most clearly reflects the individual's recognition of his or her community or with which the individual most identifies.

**DOE011 Reason for Reporting**
An indication of the basis on which a district is reporting a student — financial responsibility, enrollment, or both. If the student is not enrolled at the time of reporting, or if the Reason for Enrollment has changed over time, the indication should represent the most recent reason for reporting.

**DOE012 Enrollment Status at Time of Data Collection**
An indication, as of the specified time of data collection (e.g., October 1), of the enrollment status of each student who has been enrolled or for whom the district paid for education services at any time during the current school year.

**DOE013 Reason for Enrollment**
An indication of the reason for a student's enrollment in the receiving school district. The indication should represent the reason for the most recent enrollment if the student is not enrolled at the time of reporting, or the current Reason for Enrollment if the reason has changed over time.

**DOE014 City/Town of Residence — Student**
The three-digit code for the city or town where the student lives at the time of reporting or the student's last known city or town of residence if the reporting district is no longer sending or receiving the student.

**DOE015 School Identification Number**
Each school in Massachusetts has a four-digit code assigned by DOE. In combination with the four-digit district code, each school in Massachusetts has a unique, eight-digit code number. Each student's record must contain the eight-digit code of the school in which the student is enrolled at the time of reporting or the code for the student's last known school of enrollment if the reporting district is no longer sending or receiving the student. A list of DOE school codes can be found at: http://www.doe.mass.edu/infoservices/data/sims/schoolcodes.html

**DOE016 Grade Level**
Grade in which student is enrolled as of most recent enrollment.

**DOE017 Days in Attendance**
Cumulative number of days a member student has been present in the district from the beginning of the current school year to the time of reporting (e.g., October 1).

**DOE018 Days in Membership**
Cumulative number of days a student has been enrolled in the district from the beginning of the current school year to the time of reporting (e.g., October 1).

**DOE019 Low-Income Status**
An indication of whether the student meets ANY ONE of the following definitions of low income:

1. The student is eligible for free or reduced price lunch; or
2. The student receives Transitional Aid to Needy Families benefits;

**DOE020 Title I Participation**
An indication of the type of Title I Services being received at the specified time of reporting (e.g., October 1).

**DOE021 ELL Students in their First Year in U.S. Schools**
A student with limited English proficiency in grades K through 12 who has attended schools in the United States for less than twelve months.

**DOE022 Immigrant Status**
To meet the federal definition a student must:

1. not have been born in any State*; AND
2. not have completed three full academic years of school in any state.

**DOE023 Country of Origin**
Country of Origin is the country from which immigrant children have emigrated.

**DOE024 First (Native) Language**
Native language is the specific language or dialect first learned by an individual or first used by the parent/guardian with a child.

**DOE025 English Language Learner**
Limited English Proficient Students are defined as children who were:

1. not born in the U.S., whose native tongue is a language other than English and who are incapable of performing ordinary class work in English; or
2. born in the United States of non-English speaking parents and who are incapable of performing ordinary class work in English.

**DOE026 English Language Learners Program Status**
An indication of the type of English Language Learners Program in which a student is enrolled as of the time of reporting (e.g., October 1).

**DOE027 Program Code**
he 8-digit code of the program in which the student is enrolled at the time of reporting. If the student is not enrolled in a program the value “00000000” should be entered.

**DOE028 Title I School Choice Participation**
An indication of a student’s enrollment in a school after transferring from a Title I school in the district that is identified for improvement, corrective action, or restructuring under Section 1116 of the No Child Left Behind Act of 2001.

**DOE029 Member of Military Family**
An indication as to whether this student is eligible for assistance as a member of a military family as defined by the Interstate Compact on Educational Opportunity for Military Children.

**DOE030 Non-Instructional Title I Targeted Assistance Services**
An indication of the type of targeted non-instructional Title I assistance services that a student receives.

**DOE031 Career/Vocational Technical Education (CVTE) — Competency Attainment**
A credential issued to a student enrolled in a specific career/vocational technical education program. A recognized private organization and/or a state or federal government department, agency, or board may issue the credential. It may also be a “Chapter 74 Certificate” that is issued by a vocational technical or comprehensive high school to a

student enrolled in a specific career/vocational technical education program, known as a Chapter 74–approved vocational technical education program.

**DOE032 Special Education Placement, ages 3–5**
An indication of the educational environment of a student with disabilities, ages 3–5, at the specific time of reporting (e.g., October 1).

**DOE033 High School Completer Plans**
An indication of what a student plans to do after completing high school.

**DOE034 Special Education Placement, ages 6–21**
An indication of the educational environment of a student with disabilities, ages 6–21, at the specific time of reporting (e.g., October 1).

**DOE035 Career/Vocational Technical Education — Type of Program**
An indication of the career/vocational technical education program type in which a student is enrolled at the specified time of reporting (e.g., October 1).

**DOE036 Special Education — Nature of Primary Disability**
The major or overriding disability condition that has been identified by a team of people pursuant to federal and state special education law. The identified disability is known to be causal to an inability to make effective progress in education and requires special education services in order to access the general curriculum or specially designed curriculum.

**DOE037 Graduate, Completed Massachusetts Core Curriculum**
An indication of whether a student has met the graduation requirements of the Massachusetts Core Curriculum, designed to prepare students for college, work, and citizenship.

**DOE038 Special Education — Level of Need**
The degree of service that the student receives as determined by the school district upon review of the student's IEP.

**DOE039 504 Plan Status**
Districts will report if a student was in a 504 plan at any point during the school year.

**DOE040 Special Education - Evaluation Results**
An indication of the result of a special education evaluation (initial or re-evaluation) that has been done since the end of the last school year (July 1st).

**DOE041 English Learner Student with Limited or Interrupted Formal Education (SLIFE)**
An indicator as to whether an ELL student has had interrupted education.

**DOE042 Career/Vocational Technical Education — Special Population**
An indication of the status (single parent) of a student enrolled in a career/vocational technical education program (Chapter 74–approved vocational technical or non-Chapter 74 career and technical) that meets the definition for single parent. Note that students with disabilities and those with limited English proficiency or those who are economically disadvantaged or in programs that prepare them for careers that would be nontraditional for their gender are captured in other data elements.

**DOE043 Career/Vocational Technical Education — Chapter 74–Approved Vocational Technical Education Program Participation**
A Chapter 74–approved vocational technical education program is a career/vocational technical education program that meets the approval criteria in Massachusetts General Law Chapter 74 and the Vocational Technical Education Regulations and has been approved by the Department of Elementary and Secondary Education. Participation in these programs is reported by a Department of Elementary and Secondary Education assigned, six-digit Classification of Instructional Program (CIP) code and state title.

**DOE044 Career/Vocational Technical Education — Non-Chapter 74 Career and Technical Education Program Participation**

A non-Chapter 74 career and technical education program is a career/vocational technical education program that is not a Chapter 74–approved vocational technical education program, but that does meet the new Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV) definition of career and technical education. The Perkins IV definition of career and technical education is organized educational activities that

(A) offer a sequence of courses that

(i) provides individuals with coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in current or emerging professions;

(ii) provides technical skill proficiency, an industry-recognized credential, a certificate, or an associate degree; and

(iii) may include prerequisite courses (other than a remedial course) that meet the requirements of this subparagraph; and

(B) include competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of an industry including entrepreneurship, of an individual.

Participation in these programs is reported using a four-digit code and state title. In order to implement Perkins IV, the list of programs has been expanded and includes the state titles for programs.

**DOE045 DISCONTINUED – Use 0 for all students**

**DOE046 DISCONTINUED – Use 0 for all students**

**DOE047 DISCONTINUED – Use 500 for all students**

**DOE048 DISCONTINUED – Use 500 for all students**

**DOE049 DISCONTINUED – Use 500 for all students**

**DOE050 DISCONTINUED – Use 500 for all students**

**DOE051 DISCONTINUED – Use 500 for all students**

**DOE052 Unexcused Student Absences**

The number of school days a student was recorded with an unexcused absence.

## DOE001 Locally Assigned Student Identifier

A code assigned and maintained by the local school district that is unique for each student in the district over time.

**Type:** Alphanumeric **Length:** Minimum 1
Maximum 32

**Acceptable Values/Code Description:**

**Notes:**

1. The Locally Assigned Student Identifier (LASID) will be used as directory information in the State Student Registration System to verify and assign State Student Identifiers.
2. The Locally Assigned Student Identifier must be created and maintained by the district to provide a unique identifier for students within the district over time and be submitted with all individual data submitted to the Department of Elementary and Secondary Education.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: LocalId
**Values:** Alphanumeric

## DOE002 State Assigned Student Identifier (SASID)

A unique number assigned to an individual by the Massachusetts Department of Elementary and Secondary Education.

**Type:** Alphanumeric **Length:** Minimum 10
Maximum 10

**Acceptable Values/Code Description:**

10-digit state-assigned identification number

**Notes:**

1. In order to track students within and across districts over time and to keep student information secure and confidential at both the state and local levels, two student identifiers will be used — one assigned by the district in which the student is enrolled (LASID) and a State Assigned number (SASID).
2. State Assigned Student Identifiers will be assigned through the State Student Registration System. Districts will need to use the State Assigned Student Identifier and the Locally Assigned Student Identifier on all individual data submitted to the Department of Elementary and Secondary Education.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: StateProvinceId
**Values:** Alphanumeric

## DOE003 First Name

A name given to an individual at birth, during a naming ceremony (e.g., baptism), or through legal change.

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 1<br>Maximum 32 |

**Acceptable Values/Code Description:**

Student's first name as recorded on a legal document, such as a birth certificate, should be used.

**Notes:**

1. The first name will be used as directory information in the State Student Directory to verify and assign SASIDs.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Name/FirstName
**Values:** Alphanumeric

### DOE004 Middle Name

A secondary name given to an individual at birth, during a naming ceremony (e.g., baptism), or through legal change.

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 1<br>Maximum 32 |

**Acceptable Values/Code Description:**

Student's middle name as recorded on a legal document, such as a birth certificate, should be used. Students with no middle name must be reported with NMN as the middle name.

**Notes:**

1. The middle name will be used as directory information in the State Student Directory to verify and assign SASIDs.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Name/MiddleName
**Values:** Alphanumeric

### DOE005 Last Name

The name borne in common by members of a family.

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 1<br>Maximum 50 |

**Acceptable Values/Code Description:**

Student's last name as recorded on a legal document, such as a birth certificate, should be used.

**Notes:**

1. The last name will be used as directory information in the State Student Directory to verify and assign SASIDs.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Name/LastName
**Values:** Alphanumeric

## DOE006 Date of Birth

The month, day, and year on which an individual was born.

| | | | |
|---|---|---|---|
| **Type:** | Date<br>mm/dd/yyyy | **Length:** | Minimum 10<br>Maximum 10 |

**Acceptable Values/Code Description:**

Student's age as of reporting date must be between 3 and 21 years old.

**Notes:**

1. Federal and state statutes require reporting enrollment by age for special education and early childhood students and for monitoring the delivery of an appropriate education to all school-age children.
2. Date of Birth will also be used as directory information in the State Student Directory to verify and assign SASIDs.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Demographics/BirthDate
**Values:** DOB

### DOE007 Date of Birth Format

A code that indicates the format of the value of DOE006 — Date of Birth.

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

**D10** mm/dd/yyyy

**Notes:**

This element should be coded D10 for the required date format mm/dd/yyyy

**Dependencies:**

**SIF Information**

**Object**: Not collected via SIF
**Element**: Not collected via SIF
**Values:** Not collected via SIF

## DOE008 City/Town of Birth

The name of the city (or comparable unit) in which an individual was born.

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 1<br>Maximum 50 |

**Acceptable Values/Code Description:**

City/Town of Birth as recorded on a legal document, such as a birth certificate, should be used.

Data in this field should include the name of only the city or town of birth (or comparable unit if the student was born in a country other than the US) and should not include the state or country of birth.

The value for this field should not contain any punctuation marks (e.g., St. Louis should be entered as St Louis).

**Notes:**

1. City/Town of Birth will also be used as directory information in the State Student Directory to verify and assign SASIDs.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Demographics/PlaceOfBirth
**Values:** City/Town of Birth

## DOE009 Gender

The gender identity of a student

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 1<br>Maximum 1 |

**Acceptable Values/Code Description:**

| | |
|---|---|
| **F** | Female **—** Individual identifies as a girl or a woman |
| **M** | Male **—** Individual identifies as boy or a man. |
| **N** | Non-Binary – Individual does not identify as just female or male. |

**Notes:**

1. Student gender is required for many state and federal reports.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Demographics/Gender
**Values:** See table above

## DOE010 Race/Ethnicity

The general racial and ethnic category that most clearly reflects the individual's recognition of his or her community or with which the individual most identifies.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

### Acceptable Values/Code Description:

| Not Hispanic or Latino | Hispanic or Latino | White | Black or African American | Asian | American Indian or Alaska Native | Native Hawaiian or Other Pacific Islander |
|---|---|---|---|---|---|---|
| **01** | **33** | x | | | | |
| **02** | **34** | | x | | | |
| **03** | **35** | | | x | | |
| **04** | **36** | | | | x | |
| **05** | **37** | | | | | x |
| **06** | **38** | x | x | | | |
| **07** | **39** | x | | x | | |
| **08** | **40** | x | | | x | |
| **09** | **41** | x | | | | x |
| **10** | **42** | | x | x | | |
| **11** | **43** | | x | | x | |
| **12** | **44** | | x | | | x |
| **13** | **45** | | | x | x | |
| **14** | **46** | | | x | | x |
| **15** | **47** | | | | x | x |
| **16** | **48** | x | x | x | | |
| **17** | **49** | x | x | | x | |
| **18** | **50** | x | x | | | x |
| **19** | **51** | x | | x | x | |
| **20** | **52** | x | | x | | x |
| **21** | **53** | x | | | x | x |
| **22** | **54** | | x | x | | x |
| **23** | **55** | | x | x | x | |
| **24** | **56** | | x | | x | x |
| **25** | **57** | | | x | x | x |
| **26** | **58** | x | x | x | x | |
| **27** | **59** | x | x | | x | x |
| **28** | **60** | x | | x | x | x |
| **29** | **61** | x | x | x | | x |
| **30** | **62** | | x | x | x | x |
| **31** | **63** | x | x | x | x | x |

### Notes:

1. For more information about race/ethnicity categories, see: http://www.doe.mass.edu/infoservices/data/guides/race_faq.html
2. Student race/ethnicity is used in many state and federal statistical reports.

### Dependencies:

## SIF Information

**Object**: StudentPersonal
**Element**: Demographics/RaceList/Race/OtherCodeList/OtherCode
**Values:** See table above

## DOE011 Reason for Reporting

An indication of the basis on which a district is reporting a student — financial responsibility, enrollment, or receiving services or a combination of these. If the student is not enrolled at the time of reporting, or if the Reason for Enrollment has changed over time, the indication should represent the most recent reason for reporting.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | District is/has been financially responsible for the student and the student is/has been enrolled or receiving services in the district during the current school year. (RESIDENT AND ENROLLED OR RECEIVING SERVICES) |
| **02** | District is/has been financially responsible for the student and the student is/has been enrolled in a private school, collaborative, or out-of-state public school during the current school year. (SENDING TO PRIVATE, COLLABORATIVE OR OUT OF STATE) |
| **03** | District is not/has not been financially responsible for the student and the student is/has been enrolled or receiving services in the district during the current school year. (NOT RESIDENT/ENROLLED OR RECEIVING SERVICES) |

**Notes:**

1. An indication of a district's responsibility for a student — reason for reporting — provides data to determine whether the student should be counted for the paying district or the enrolling district for a particular reporting requirement; e.g., a school choice student is counted by the enrolling district if enrollment is being reported and by the fiscally responsible district for reporting Foundation Budget enrollment.

**Dependencies:**

1. See Appendix I for valid code combinations with DOE012 and DOE013.

**SIF Information**

**Object**: StudentSchoolEnrollment
**Element**: ResidencyStatus/OtherCodeList/OtherCode
**Values:** See table above

## DOE012 Enrollment Status at Time of Data Collection

An indication, as of the specified time of data collection (e.g., October 1), of the enrollment status of the student.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Enrolled |
| **04** | Graduate with a Competency Determination |
| **05** | Expelled |
| **06** | Deceased |
| **09** | Reached maximum age, did not graduate or receive a Certificate of Attainment* |
| **10** | Certificate of Attainment** |
| **11** | Completed grade 12 and district-approved program. (District does not offer a Certificate |
| **20** | Transferred — In state public |
| **21** | Transferred — In state private |
| **22** | Transferred — Out-of-State (public or private) |
| **23** | Transferred — Home-school |
| **24** | Transferred — Adult diploma program, leading to MA diploma |
| **30** | Dropout — Enrolled in a non-diploma granting adult education or HiSET program |
| **31** | Dropout — Entered Job Corps |
| **32** | Dropout — Entered the military |
| **33** | Dropout — Incarcerated, district no longer providing educational services |
| **34** | Dropout — Left due to employment |
| **35** | Dropout — Confirmed Dropout, plans unknown |
| **36** | Dropout — **and/or** Student status/location unknown |
| **40** | Not enrolled but receiving special education services only. |
| **41** | Transferred — no longer receiving special education services only. |

**Notes:**

1. Enrollment data are required for the October 1 enrollment count, annual reports on dropouts, plans of high school graduates, attendance and determination of grant allocations.
   * Reached maximum age of 21 years old.
   ** Certificate of Attainment as defined by the Board of Education:
   http://www.doe.mass.edu/boe/news/112602coa.html

**Dependencies:**

1. If code = 04 then DOE033 — High School Completer Plans, must be assigned a code other than 500. MASS Core Curriculum cannot=00.
2. Students reported as "Dropout" (codes 30–36) must be in grades 6–12.
3. Students reported with a code of 04 must be in grades 11 or 12.
4. See Appendix I for valid code combinations with DOE011 and DOE013.

**SIF Information**

**Object**: StudentSchoolEnrollment
**Element**: ExitType/OtherCodeList/OtherCode
**Values:** See table above

### DOE013 Reason for Enrollment

An indication of the reason for a student's enrollment in the receiving school district. The indication should represent the reason for the most recent enrollment if the student is not enrolled at the time of reporting, or the current Reason for Enrollment if the reason has changed over time.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Resident/ Member |
| **02** | School Choice (DOE – School Choice Program) |
| **03** | Charter School |
| **04** | METCO |
| **05** | Tuitioned in **—** Chapter 74 |
| **06** | Tuitioned **—** Out of State |
| **07** | Tuitioned out **—** Private school or Collaborative Program |
| **08** | Tuitioned in **—** Paid by parent/guardian |
| **09** | Tuitioned in **—** Waived by local agreement |
| **10** | Tuitioned in **—** Agreement with another in-state district |
| **11** | Foreign Exchange student |

**Notes:**

1. Tuition status data is required to compute financial allocations to school districts.
2. The Reason for Enrollment should represent the most recent enrollment status, if the student is not enrolled at the time of reporting. If the reason for a student's enrollment in the receiving district has changed over time, the current reason for enrollment should be reported.

**Dependencies:**

1. See Appendix I for valid code combinations with DOE011 and DOE012.

**SIF Information**

**Object**: StudentSchoolEnrollment
**Element**: Extended: "ReasonForEnrollment"
**Values:** See table above

### DOE014 City/Town of Residence — Student

The three-digit code for the city or town where the student lives at the time of reporting or the student's last known city or town of residence if the reporting district is no longer sending or receiving the student.

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

See Appendix A for a list of codes between 001 and 352 for municipalities in Massachusetts. Students that live outside of Massachusetts and attend school in your district should be coded as 888.

**Notes:**

1. Data used for foundation enrollment calculations.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element:** Extended: "CityofResidence"
**Values:** MA Town code from SIMS Appendix A

### DOE015 School Identification Number

Each school in Massachusetts has a four-digit code assigned by the DOE. In combination with the four-digit district code, each school in Massachusetts has a unique, eight-digit code number. Each student's record must contain the eight-digit code of the school in which the student is enrolled at the time of reporting or the code for the student's last known school of enrollment if the reporting district is no longer sending or receiving the student.

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 8<br>Maximum 8 |

**Acceptable Values/Code Description:**

Only school codes currently reported as being open in Directory Administration will be accepted. For a list of school codes, please go to http://www.doe.mass.edu/infoservices/data/sims/schoolcodes.html.

**Notes:**

1. Enrollment by school is needed for fund allocation, monitoring, reports, and analyses.
2. Please use school code 09200300 for DYS and school code 09200500 for Incarcerated.
3. For students who are "receiving special education related services only" and are enrolled in a private pre-school or nursery school in which the parents are paying tuition, please use school code 00000001.
4. For students who are "receiving special education related services only" and are being home-schooled, please use school code 00000002.

**Dependencies:**

**SIF Information**
**Object**: StudentSchoolEnrollment
**Element**: Extended: "AttendingSchool" or "SchoolInfo/StateProvinceId" (depending on situation)
**Values:** http://www.doe.mass.edu/infoservices/data/sims/schoolcodes.html.

## DOE016 Grade Level

Grade in which student is enrolled as of the most recent enrollment

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Grade 1 |
| **02** | Grade 2 |
| **03** | Grade 3 |
| **04** | Grade 4 |
| **05** | Grade 5 |
| **06** | Grade 6 |
| **07** | Grade 7 |
| **08** | Grade 8 |
| **09** | Grade 9 |
| **10** | Grade 10 |
| **11** | Grade 11 |
| **12** | Grade 12 |
| **PK** | Pre-Kindergarten |
| **KP** | Part-time Kindergarten |
| **KF** | Full-time Kindergarten |
| **KT** | Kindergarten Tuitioned |
| **SP** | Special Education beyond Grade 12 |

**Notes:**

1. Enrollment-by-grade data is used for statistical purposes, including making school enrollment projections and completing federal and state reports.
2. PK — Pre-Kindergarten — child must be at least three years old and not enrolled in KP, KT, or KF
3. KF — Full-time Kindergarten — child attends school or school related activities for at least 25 hours per week, and does not pay tuition
4. KP — Part-time Kindergarten — child attends school or school related activities for less than 25 hours per week
5. KT — Full-time kindergarten, tuitioned — child attends school or school related activities for at least 25 hours per week, and pays tuition
6. SP — Beyond grade 12 special education student

**Dependencies:**

**SIF Information**

**Object**: StudentSchoolEnrollment
**Element**: GradeLevel/Code; GradeLevel/OtherCodeList/OtherCode
**Values:** See table above – Refer to MA SIF profile for Kindergarten and SP

### DOE017 Days in Attendance

Cumulative number of days a member student has been present in the district from the beginning of the current school year to the time of reporting (e.g., October 1).

**Type:** Integer **Length:** Minimum 1
Maximum 3

**Acceptable Values/Code Description:**

**0 – 261** Number of days

**Notes:**

1. Attendance is defined as follows: A student must be at school, or at a school related activity (e.g., field trip) for at least half of the school day to be counted as present.
2. Attendance data are used to fulfill requirements of No Child Left Behind, to prepare annual attendance reports for AYP purposes, and for end-of-year fiscal reporting.
3. Attendance should be reported as the cumulative number of days the student was present in your district and SHOULD NOT reflect their attendance in each individual school while in your district.
4. Do not count any days of excused or unexcused absences as days in attendance.
5. 555 — Used for summer exits only (summer graduates, dropouts, transfers, etc.).

**Dependencies:**

1. Days in attendance cannot be greater than days in membership (DOE018).
2. The sum of days in attendance plus days truant (DOE052) cannot be greater than days in membership (DOE018).

**SIF Information**

**Object**: StudentAttendanceSummary
**Element**: DaysAttended
**Values:** 0-261

### DOE018 Days in Membership

Cumulative number of days a student has been enrolled in the district from the beginning of the current school year to the time of reporting (e.g., October 1).

**Type:** Integer **Length:** Minimum 1
Maximum 3

**Acceptable Values/Code Description:**

**1 – 261** Number of days

**Notes:**

1. Membership is defined as follows: Pupil is a member of a school district from the date of entry and including the date of withdrawal without regard to presence or absence. Membership ends when it becomes known that a pupil has withdrawn, not to remain at home temporarily on account of illness, but with the intention of not returning during the school year (to enter another school district, go to work, live in another town, was expelled, etc.).
2. Membership data are used to fulfill requirements of No Child Left Behind, to prepare annual attendance reports for AYP purposes, and for end-of-year fiscal reporting.
3. Membership should be reported as the cumulative number of days the student was enrolled in your district and SHOULD NOT reflect their enrollment in each individual school while in your district.
4. Changed Note #5: 555 — Used for summer exits only (summer graduates, dropouts, transfers, etc.).

**Dependencies:**

1. Days in membership cannot be less than days in attendance (DOE017).

**SIF Information**

**Object**: StudentAttendanceSummary
**Element**: DaysInMembership
**Values:** 1-261

### DOE019 Low-Income Status

An indication of whether the student meets ANY ONE of the following definitions of low-income:

- The student is eligible for free or reduced price lunch, or
- The student receives Transitional Aid to Needy Families benefits, or
- The student is eligible for food stamps.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Student is not eligible for free or reduced price lunch |
| **01** | Student is eligible for free lunch |
| **02** | Student is eligible for reduced price lunch |

**Notes:**

**This element is no longer used by ESE for reporting or statistical analysis. Districts still need to report an acceptable value (cannot report null) in DOE019, but ESE will not be using this data. Districts can choose to report a student's free or reduced lunch status, or they can report the default value 00 for all students.**

**The new metric used by ESE for data and reporting is Economically Disadvantaged. For more information on this new metric: http://www.doe.mass.edu/infoservices/data/ed.html**

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "LowIncomeStatus"
**Values:** See table above

## DOE020 Title I Participation

An indication of the type of Title I Services at the specified time of reporting (e.g., October 1).

**Type:** Alphanumeric **Length:** Minimum 2 Maximum 2

**Acceptable Values/Code Description:**

| | | | |
|---|---|---|---|
| **0** | Not Title I | **14** | Targeted/science & social studies |
| **1** | School-wide | **15** | Targeted/science & vocational career |
| **2** | Targeted/reading | **16** | Targeted/social studies & vocational career |
| **3** | Targeted/math | **17** | Targeted/reading, math & science |
| **4** | Targeted/reading & math | **18** | Targeted/reading, math & social studies |
| **5** | Targeted/science | **19** | Targeted/reading, math & vocational career |
| **6** | Targeted/social studies | **20** | Targeted/reading, science & social studies |
| **7** | Targeted/vocational career | **21** | Targeted/reading, science & vocational career |
| **8** | Targeted/reading & science | **22** | Targeted/reading, math, science & social studies |
| **9** | Targeted/reading & social studies | **23** | Targeted/reading, math science & vocational career |
| **10** | Targeted/reading & vocational career | **24** | Targeted/math, science & social studies |
| **11** | Targeted/math & science | **25** | Targeted/math, science & vocational career |
| **12** | Targeted/math & social studies | **26** | Targeted/science, social studies & vocational career |
| **13** | Targeted/math & vocational career | **27** | Other |

**Notes:**

1. Enrollment data are used for Title I programs and is required for annual federal reporting.
2. For October reporting, districts may count students for whom they are planning to provide services, but the program has not yet begun, as participating in Title I. March and EOY reporting periods should only include students who are participating in Title I services at the time of reporting.

**Dependencies:**
Data will be checked against the Department's School Title I status.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "TitleIParticipation"
**Values:** See table above

**Note:** If the StudentPersonal/Homeless flag is set to "Yes" then that student may be reported as receiving targeted assistance in a non-Title I school.

### DOE021 ELL Students in their First Year in U.S. Schools

An ELL student in grades K through 12 who has attended schools in the United States for less than twelve months.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Does not apply |
| **01** | ELL student in first year of U.S. schooling |
| **02** | ELL student not in first year of U.S. schooling |

**Notes:**

Changes to the Title I regulations require states and local school districts to identify ELL students that have recently arrived to the United States and are in their first year of U.S. schooling. Below is the relevant text from the federal regulations for 34 CFR Part 200 (Title I) regarding the revised definition of ELL students in their first year enrolled in U.S. schools.

(C) The State and its LEA must report on State and district report cards under section 1111(h) of the Act the number of recently arrived limited English proficient (ELL) students who are not assessed on the State's reading/language arts assessment.

(iv) A recently arrived limited English proficient (ELL) student is a student with limited English proficiency who has attended schools in the United States for less than twelve months. The phrase "schools in the United States" includes only schools in the 50 States and the District of Columbia.

**Coding of students in Kindergarten through Grade 12:**

All ELL students enrolled in their first year of Kindergarten through Grade 12 in the U.S., regardless of country of birth, should be coded with 01. All ELL students, regardless of country of birth, who are repeating Kindergarten through Grade 12 or who have been in U.S. schools for more than 12 months should be coded with 02.

**Coding of students in PK or SP grade levels:**

All students in grade levels PK or SP should be coded with 00.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "LEPStudentsInTheirFirstYearInUSSchools"
**Values:** See table above

## DOE022 Immigrant Status

Immigrant status is an indication of whether a student is considered to be an immigrant student under the federal definition. The Massachusetts ESE now receives federal funding based on the immigrant student population enrolled in Massachusetts's public schools. To meet the federal definition, a student must:

1. be between the ages of 3 and 21
2. not have been born in any state; AND
3. not have been attending one or more schools in any one or more States for more than three full academic years

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Student is not an immigrant student under the federal definition. |
| **01** | Student is an immigrant student under the federal definition. |

**Notes:**

1. Foreign Exchange students are not considered eligible for the Emergency Immigrant Education Program.
2. State means "any of the 50 states, the Commonwealth of Puerto Rico, the District of Columbia, Guam, American Samoa, the Virgin Islands, the Northern Mariana Islands, or the Trust territory of the Pacific Islands."
3. Students born to US military personnel abroad may be considered "immigrant" for purposes of this grant if they meet the other criteria for "immigrant."
4. English proficiency is not a determining factor in qualifying for "immigrant" status. Students who qualify as "immigrant" for the purposes of this grant may or may not be proficient in English.
5. Report the last known immigrant status for students who are not enrolled in the district at the time of reporting.

**Dependencies:**

1. If a student is eligible, the country of origin (DOE23) must be provided.

**SIF Information**

**Object**: StudentPersonal
**Element**: Immigrant
**Values**: Yes or No

## DOE023 Country of Origin

Country of Origin is the country from which immigrant children have emigrated.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 3

**Acceptable Values/Code Description:**

Country codes are provided in Appendix B.

| | |
|---|---|
| **500** | Not an immigrant student |

**Notes:**

1. The DOE must determine the number of immigrant students enrolled in public schools and in nonpublic elementary and secondary schools within the district served by an LEA in order to determine district eligibility to receive federal funds designated for immigrant students. For the purposes of determining eligibility for immigrant funds, "State" is defined as the 50 States, the District of Columbia, and the Commonwealth of Puerto Rico.
   Country of Origin must be provided.
2. Country code equals 500 if:
   a. Student was born in the United States
   b. Student was born to Embassy personnel who are citizens of the United States
   c. Student was born to parents, who are United States citizens, while traveling abroad
   e. Student is a foreign exchange student
   f. Student has completed over three full academic years of school in U.S.

**Dependencies:**

1. A specific country of origin is required for all students who are eligible for the Immigrant Status (DOE022) in order to identify the country from which the student has emigrated. For students who were born in the United States or who are otherwise not eligible for this program, a specific country of origin is not required. The code 500 should be reported for these students.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "CountryOfOrigin"
**Values:** Alphanumeric country codes are located in Appendix B

### DOE024 First (Native) Language

Native language is the specific language or dialect first learned by an individual or first used by the parent/guardian with a child.

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

First Language codes are provided in Appendix C.

**Notes:**

1. First (native) language is collected for purposes of federal and state reporting, educational equity monitoring, and statistical purposes.

**Dependencies:**

If DOE024=267, then DOE025 (ELL) has to = 00.

**SIF Information**

**Object:** StudentPersonal
**Element:** Demographics/LanguageList/Language/Code
**Values:** See in Codesets in the MA SIF Profile

## DOE025 English Language Learner

English Language Learners are defined as children who:

1. have indicated a language other than English on the Home Language Survey; AND
2. who are less than proficient on an English language proficiency assessment; AND
3. who are unable to perform ordinary classroom work in English

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Student is not an English Language Learner, as defined above |
| **01** | Student is an English Language Learner, as defined above |

**Notes:**

1. Chapter 71A of the Massachusetts General Laws requires that school districts ascertain the number of limited English proficient students enrolled in the district. The data are required for state and federal reporting and educational equity monitoring.
2. Districts should report the last known ELL status for students who are not currently enrolled.

**Dependencies:**

1. If DOE025 = 01 then DOE024 (First Language) cannot = 267 (English).

**Coding of Foreign Exchange Students who are ELL:**

- Will be coded as ELL and provided English Language development services if that is appropriate
- Will not be exempt from ACCESS if they are ELL
- Will not be exempt from MCAS/PARCC (unless for first year in MA)

**SIF Information**

**Object:** StudentPersonal
**Element:** Demographics/EnglishProficiency/Code
**Values:**

| | |
|---|---|
| 1633 | Native English speaker (00) |
| 1634 | Fluent English speaker (00) |
| 1635 | Non-English speaking (01) |
| 1636 | Redesignated as fluent English proficient (00) |
| 2349 | Limited English proficient/English language learner (01) |

## DOE026 English Language Education Program Status

An indication of the type of English Language Education Program in which a student is enrolled as of the time of reporting (e.g., October 1).

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Not enrolled in an English language education program. |
| **01** | Sheltered English immersion — A full day of sheltered grade-level content instruction and English as a Second Language (ESL) instruction. Sheltered content instruction is content instruction that is modified such that an ELL student may comprehend it and participate in the class at his or her level of English proficiency. All instruction and materials are in English. |
| **02** | Two-way bilingual — A bilingual program in which students develop language proficiency in two languages by receiving instruction in English and another language. |
| **03** | Other bilingual education (for waivered students only) — An instructional program, including transitional bilingual education, in which the native language of the ELL student is used to deliver some subject matter instruction. These programs must also provide for English as a Second Language (ESL) instruction. |
| **04** | ELL student whose parent/guardian has consented to opt out of all ELE programs offered in the district. |

**Notes:**

1. For further information, please view the questions and answers regarding Chapter 71A: English Language Education in Public Schools located here: http://www.doe.mass.edu/ell/sei/identify_lep.html
2. Report data as of the specified time of reporting (e.g., October 1).

**Dependencies:**
If DOE026=01, 03, or 04, then DOE025 (English Language Learner) has to = 01.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "ELLProgramStatus"
**Values:** See table above

## DOE027 Program Code

The 8-digit code of the Alternative, Innovation or Charter Location program in which the student is enrolled at the time of reporting. If the student is not enrolled in a program the value "00000000" should be entered.

| | | | |
|---|---|---|---|
| **Type:** | Alphanumeric | **Length:** | Minimum 8<br>Maximum 8 |

**Acceptable Values/Code Description:**

Only program codes listed in Directory Administration will be accepted. For a list of program codes, please go to http://www.doe.mass.edu/infoservices/data/sims/schoolcodes.html.

**Notes:**

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "AlternativeEducationProgram"
**Values:** http://www.doe.mass.edu/infoservices/data/sims/schoolcodes.html

## DOE028 Title I School Choice Participation

An indication of a student's enrollment in a school after transferring from a Title I school in the district that is identified for improvement, corrective action, or restructuring under Section 1116 of the No Child Left Behind Act of 2001.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Does not apply |
| **01** | Student has transferred from a Title I school in the district that is identified for improvement, corrective action, or restructuring under the NCLB/Title I School Choice provisions. |

**Notes:**

Currently all Title I School Choice information is collected in the Title I P&A Report (customized paper collection). Certain Title I School Choice data will now be reported in DOE028.

This data element should *not* be used to report data for students transferring under the provisions of the Massachusetts inter-district school choice law (M.G.L. Chapter 76, Section 12B).

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "Title1"
**Values:** See table above

## DOE029 Member of Military Family

An indication as to whether this student is eligible for assistance as a member of a military family as defined by the Interstate Compact on Educational Opportunity for Military Children.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | No |
| **01** | Yes |

**Notes:**

What Children Are Eligible for Assistance Under the Compact?
Children of

- Active duty members of the uniformed services, National Guard and Reserve on active duty orders
- Members or veterans who are medically discharged or retired for (1) year
- Members who die on active duty

What Children Are Not Eligible for Assistance Under the Compact?
Children of

- Inactive members of the National Guard and Reserves
- Members now retired not covered above
- Veterans not covered above
- Dept of Defense personnel, federal agency civilians and contract employees not defined as active duty[1]

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "MemberofMilitaryFamily"
**Values:** Yes or No

[1] http://mic3.net/pages/FAQ/faq_indexnew.aspx

## DOE030 Non-Instructional Title I Targeted Assistance Services

An indication of the type of targeted non-instructional Title I assistance services that a student receives.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Not Receiving Non-Instructional Title I Targeted Assistance Services |
| **01** | Guidance/Advocacy |
| **02** | Guidance/Advocacy & Health/Dental/Eye Care |
| **03** | Guidance/Advocacy & Health/Dental/Eye Care & Other Non-Instructional |
| **04** | Guidance/Advocacy & Other Non-Instructional |
| **05** | Health/Dental/Eye Care |
| **06** | Health/Dental/Eye Care & Other Non-Instructional |
| **07** | Other Non-Instructional |

**Notes:**

1. Enrollment data are used for Title I programs and is required for annual federal reporting.
2. For October reporting, districts may count students for whom they are planning to provide services, but the program has not begun yet, as participating in Title I. March and EOY reporting periods should only include students who are participating in Title I services at the time of reporting.

**Dependencies:**
Data will be checked against the Department's School Title I status listed on the School and District Profile page: http://www.profiles.doe.mass.edu.

**SIF Information**

**Object**: StudentSchoolEnrollment
**Element**: Extended: "MATitleINonInstructional"
**Values:** See table above

## DOE031 Career/Vocational Technical Education (CVTE) — Competency Attainment

A credential issued to a student enrolled in a specific career/vocational technical education program. A recognized private organization and/or a state or federal government department, agency, or board may issue the credential. It may also be a "Chapter 74 Certificate" that is issued by a vocational technical or comprehensive high school to a student enrolled in a specific career/vocational technical education program, known as a Chapter 74–approved vocational technical education program.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Chapter 74 Certificate |
| **02** | Chapter 74 Certificate and Private Organization–Issued Credential |
| **03** | Chapter 74 Certificate and State/Federal–Issued Credential |
| **04** | Chapter 74 Certificate and Private Organization–Issued Credential and State/Federal–Issued Credential |
| **05** | Private Organization–Issued Credential |
| **06** | Private Organization–Issued Credential and State/Federal–Issued Credential |
| **07** | State/Federal–Issued Credential |
| **11** | Completed Non-Chapter 74 Program |
| **12** | Completed Non-Chapter 74 Program and Private Org Issued Credential |
| **13** | Completed Non-Chapter 74 Program and State/Federal Issued Credential |
| **14** | Completed Non-Chapter 74 Program and Private Org Issued Credential and State/Federal Issued Credential |
| **500** | Does not apply |

**Notes:**

1. The Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV) and the Massachusetts Vocational Technical Education Regulations require that the Department of Elementary and Secondary Education collect student level data on competency attainment. This data is required for both Chapter 74–approved vocational technical education programs and non-Chapter 74 career and technical education programs.
2. **Chapter 74 Certificate** — A credential that is issued by a vocational technical or comprehensive high school to students in Chapter 74–approved vocational technical education programs who have met local requirements for demonstrating a level of competency.
3. **Private Organization–Issued Credential** — A credential from a recognized private organization that verifies that a student enrolled in a Chapter 74–approved vocational technical education program or a non-Chapter 74 career and technical education program has attained a level of achievement based on industry standards.
4. **State/Federal Government–Issued Credential** — A credential from a state or federal government agency, department or board that verifies that a student enrolled in a Chapter 74–approved vocational technical education program or a non-Chapter 74 career and technical education program has attained a level of competency based on state or federal government standards.
3. Please see Appendix D for a list of credentials.

### Dependencies:

1. If a student is reported with a competency attainment in a previous period, you need to continue to report that competency attainment or, of applicable, a different competency attainment for the current period.

### SIF Information

**Object**: StudentPersonal
**Element**: Extended: "VocTechEdAttainment"
**Values:** See table above

## DOE032 Special Education Placement, ages 3–5

An indication of the educational environment of a student with disabilities, ages 3–5, at the specific time of reporting (e.g., October 1).

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Not a Special Education Student, age 3–5 |
| **01** | Not currently a Special Education student age 3–5 but was previously a Special Education student during the current school year |
| **05** | 3–5 year olds, General Education students serving as role models in Pre-K classes |
| **30** | 10 or more hrs/wk in the early childhood program and IEP services provided in inclusive setting 50% of time or less |
| **31** | 10 or more hrs/wk in early childhood program and IEP services provided in inclusive setting majority of the time (greater than 50%) |
| **32** | Less than 10 hrs/wk in the early childhood program and IEP services provided in inclusive setting 50% of time or less |
| **34** | Less than 10 hrs/wk in the early childhood program and IEP services provided in inclusive setting majority of the time (greater than 50%) |
| **36** | Substantially Separate Class |
| **38** | Public Separate School |
| **42** | Private Separate Day |
| **44** | Residential Facility |
| **45** | Public Residential Institutional Facilities |
| **46** | Home-based Services |
| **48** | Service provider location (private clinicians' offices, clinician's office in school building, hospital facilities) |

**Notes:**

1. Federal Child Count, Part B of the Individuals with Disabilities Education Act implementation of Free Appropriate Public Education (FAPE) requirements.
2. Report data as of the specified time of reporting (e.g., October 1).
3. Please see Appendix E for determining special education placement for 3–5-year olds.

**Dependencies:**
If a student was reported as special education (DOE032=30-48) or previously special education (DOE032=01) in a prior SIMS submission, in the school year the student must continue to be reported as special education or previously special education.

**SIF Information (DOE032)**

**Object**: StudentSpecialEducationSummary
**Element**:
StudentParticipationList/StudentParticipationData/ProgramType/OtherCodeList/OtherCode
**Values:** See table above

## DOE033 High School Completer Plans

An indication of what a student plans to do after completing high school.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Four-Year Public College |
| **02** | Two-Year Public College |
| **03** | Four-Year Private College |
| **04** | Two-Year Private College |
| **05** | Other Post Secondary (Trade School) |
| **06** | Work |
| **07** | Military |
| **08** | Other (e.g., travel, family) |
| **09** | Plans Unknown |
| **500** | Post-Graduate Plans does not apply to this student at this time |

**Notes:**

1. Information on post-graduation plans is collected for statistical purposes, for educational equity monitoring and for annual reporting.
2. All PK – Grade 10 students must be reported as "500."
3. All Grade 11 and 12 students must be reported as "500" until they graduate, receive a certificate of attainment, or complete grade 12.

**Dependencies:**
If DOE012 = 04, then DOE033 cannot = 500 and DOE037 cannot=00. If DOE033 does not = 500, then DOE12 must = 04, 10, or 11.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "HighSchoolCompleterPlans"
**Values:** See table above

## DOE034 Special Education Placement, ages 6–21

An indication of the educational environment of a student with disabilities, ages 6–21, at the specific time of reporting (e.g., October 1).

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Not a Special Education Student, age 6–21 |
| **01** | Not currently a Special Education student age 6–21, but was previously a Special Education student during the current school year |
| **10** | Full Inclusion — special education services outside the general education classroom less than 21% of the time |
| **20** | Partial Inclusion — special education services outside the general education classroom 21% to 60% of the time |
| **40** | Substantially Separate Classroom — special education services outside the general education classroom more than 60% of the time |
| **41** | Public Separate Day School |
| **50** | Private Separate Day School |
| **60** | Residential School |
| **70** | Homebound/Hospital |
| **90** | Public Residential Institutional Facilities (0370XXXX schools) |

**Notes:**

1. Federal Child Count, Part B of the Individuals with Disabilities Education Act Implementation of FAPE requirements.
2. Report data as of the specified time of reporting (e.g., October 1).

**Dependencies:**

**SIF Information**

**Object**: StudentSpecialEducationSummary
**Element**:
StudentParticipationList/StudentParticipationData/ProgramType/OtherCodeList/OtherCode
**Values:** See table above

## DOE035 Career/Vocational Technical Education — Type of Program

An indication of the career/vocational technical education program type in which a student is enrolled at the specified time of reporting (e.g., October 1).

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Not enrolled in a career/vocational technical education program |
| **02** | Chapter 74–approved vocational technical education program secondary cooperative education |
| **04** | Chapter 74–approved vocational technical education program secondary regular |
| **14** | Non-Chapter 74 career and technical education program — secondary regular |

**Notes:**

1. The new Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV) and the Massachusetts Vocational Technical Education Regulations require information on students enrolled in career/vocational technical education programs for accountability and funding purposes. In order to be considered for Perkins funding, career /vocational technical education program enrollments must be reported. In addition, state aid is calculated based on students enrolled in Chapter 74-approved vocational technical education programs on October 1.
2. Report data as of the specified time of reporting (e.g., October 1).
3. The definition for a Chapter 74–approved vocational technical education program is contained in DOE043.
4. The definition for a non-Chapter 74 career and technical education program is contained in DOE044.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "VocTechEdProgramType"
**Values:** See table above

## DOE036 Special Education — Nature of Primary Disability

The major overriding disability condition that has been identified by a Team of people pursuant to federal and state special education law. The identified disability is known to be causal to an inability to make effective progress in education and requires special education services in order to access the general curriculum or specially designed curriculum.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Intellectual |
| **02** | Sensory/Hard of Hearing or Deaf |
| **03** | Communication |
| **04** | Sensory/Vision Impairment or Blind |
| **05** | Emotional |
| **06** | Physical |
| **07** | Health |
| **08** | Specific Learning Disabilities |
| **09** | Sensory/Deafblind |
| **10** | Multiple Disabilities |
| **11** | Autism |
| **12** | Neurological |
| **13** | Developmental Delay (ages 3–9 only) |
| **500** | Does not apply to student |

**Notes:**

1. Data element used for Federal Child Count, Part B of the Individuals with Disabilities Education Act Implementation of FAPE requirements, statistical use, and informing policy making.

**Dependencies:**

**SIF Information**

**Object**: StudentSpecialEducationSummary
**Element**: PrimaryDisabilityCode
**Values:** See Codesets in MA SIF Profile

## DOE037 Graduate, Completed Massachusetts Core Curriculum

An indication of whether a student has met the graduation requirements of the Massachusetts Core Curriculum, designed to prepare students for college, work, and citizenship.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Student is not a graduate |
| **01** | Student graduated and successfully completed the Massachusetts Core Curriculum |
| **02** | Student graduated and did not successfully complete the Massachusetts Core Curriculum |

**Notes:**

See Appendix J for the list of the Massachusetts Recommended Core Curriculum.

**Dependencies:**
If DOE012=04, then DOE033 cannot = 500 and DOE037 cannot = 00.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "Graduate"
**Values:** See table above

## DOE038 Special Education — Level of Need

The amount and type of service that a student receives inside and outside of the general education environment as determined by the school district upon review of the student's IEP.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **01** | Low — Less than 2 hours of services per week |
| **02** | Low — 2 hours or more services per week |
| **03** | Moderate |
| **04** | High |
| **500** | Does not apply to student |

**Notes:**

1. Information on level of need is used for statistical purposes and to inform policy decisions.

**Dependencies:**

**SIF Information**

**Object**: StudentSpecialEducationSummary
**Element**: Extended: "SpEdLevelofNeed"
**Values:** See table above

## DOE039 504 Plan Status

An indication of whether or not a student was in a 504 plan at any point during the school year.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | The student was not in a 504 plan during the school year. |
| **01** | The student was in a 504 plan during the school year. |

**Notes:**

**Dependencies:**

1. If a student is reported as being in a 504 plan in October, then the student must be reported as 504 in March. If a student is reported as being in a 504 plan in March, the student must be reported as being in a 504 plan in the EOY collection.

**SIF Information**

**Object**: StudentPersonal
**Element**: Section504
**Values:** Yes or No

## DOE040 Special Education Evaluation Results

An indication of the result of a special education evaluation (initial or re-evaluation) that has been done since the end of the last school year (July 1st).

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | Student is not a special education student and has not been evaluated in the current school year. |
| **01** | Student is a continuing special education student and has not been evaluated in the current school year (or re-evaluation is in process). |
| **02** | Initial evaluation result found student not eligible for special education services. |
| **03** | Re-evaluation result found student no longer eligible for special education services. |
| **04** | Initial evaluation result found student eligible for special education services and requiring specially designed instruction with or without related services. |
| **05** | Initial evaluation result found student eligible for special education services and requiring only related services to access the general curriculum. |
| **06** | Re-evaluation result found student to continue to be eligible for special education services and requiring specially designed instruction with or without related services. |
| **07** | Re-evaluation result found student to continue to be eligible for special education services and requiring only related services to access the general curriculum. |
| **08** | Initial evaluation in process at time of data reporting. |
| **09** | Student evaluated and found eligible for services but parent/guardian declined. |

**Dependencies:**

**SIF Information**

**Object**: StudentSpecialEducationSummary
**Element**:
StudentParticipationList/StudentParticipationData/ProgramStatus/OtherCodeList/OtherCode
**Values:** See table above

## DOE041 English Learner Student with Limited or Interrupted Formal Education (SLIFE)

A student should be identified as SLIFE if **all** of the following criteria are met:

1. The student is an English language learner as defined in G.L. c. 71A, §2(d).
2. Is aged 8 to 21 years
3. Entered a United States school after grade 2.
   or
   Exited the United States for six months or more.
4. Prior exposure to formal schooling is characterized by
   a. no formal schooling,
      or
   b. interruptions in formal schooling, defined as at least two or fewer years of schooling than their typical peers,
      or
   c. consistent, but limited formal schooling.
5. Functions two or more years below expected grade level in native language literacy relative to typical peers.
6. Functions two or more years below expected grade level in numeracy relative to typical peers.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **00** | The student is not SLIFE. |
| **01** | The student is SLIFE. |

**Notes:**

**Dependencies:**

1. If DOE041 is 01, DOE025 must be 01

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: “SLIFE”
**Values:** Yes or No

## DOE042 Career/Vocational Technical Education — Special Populations

An indication of the status (single parent) of a student enrolled in a career/vocational technical education program (Chapter 74–approved vocational technical or non-Chapter 74 career and technical) that meets the definition for single parent. Note that students with disabilities and those with limited English proficiency or those who are economically disadvantaged or in programs that prepare them for careers that would be nontraditional for their gender are captured in other data elements.

**Type:** Alphanumeric **Length:** Minimum 2
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **02** | Single Parent |
| **500** | Does not apply to student |

**Notes:**

1. The new Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV) and the Massachusetts Vocational Technical Education Regulations require information on students enrolled in career/vocational technical education programs for accountability and funding purposes. **In order to be considered for Perkins IV funding, career /vocational technical education program enrollments must be reported. In addition, state aid is calculated based on students enrolled in Chapter 74–approved vocational technical education programs on October 1.**
2. **Single Parent** — a student who (a) is unmarried or legally separated from a spouse and (b) has a minor child or children for which the parent has either custody or joint custody.

**Dependencies:**

2. If DOE42 = 02, then DOE35 cannot = 00.

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "VocTecSpedPopulation"
**Values:** See table above

## DOE043 Career/Vocational Technical Education — Chapter 74–Approved Vocational Technical Education Program Participation

A Chapter 74–approved vocational technical education program is a career/vocational technical education program that meets the approval criteria in Massachusetts General Law Chapter 74 and the Vocational Technical Education Regulations and has been approved by the Department of Elementary and Secondary Education. Participation in these programs is reported by a Department of Elementary and Secondary Education assigned, six-digit Classification of Instructional Program (CIP) code and state title (see *Notes: 4.*).

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 6

**Acceptable Values/Code Description:**

Six-digit Classification of Instructional Program (CIP) codes. Please see Appendix F for a list of CIP codes and state titles.

| | |
|---|---|
| **500** | Does not apply to student |

**Notes:**

1. The Massachusetts Vocational Technical Education Regulations require information on students enrolled in Chapter 74–approved vocational technical education programs for accountability and funding purposes. **State aid is calculated based on students enrolled in Chapter 74–approved vocational technical education programs on October 1.**
2. Staff in the Department's Career/Vocational Technical Education unit will provide technical assistance on Chapter 74 upon request.
3. For DOE043, the system will only accept enrollments in programs that are approved by the Department of Elementary and Secondary Education.
4. State titles have replaced CIP titles.

**Dependencies:**

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "VocTecEdCh74"
**Values:** See Appendix F

## DOE044 Career/Vocational Technical Education — Non-Chapter 74 Career and Technical Education Program Participation

A non-Chapter 74 career and technical education program is a career/vocational technical education program that is not a Chapter 74–approved vocational technical education program, but that does meet the new Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV) definition of a career and technical education. The Perkins IV definition of a career and technical education is organized educational activities that

(A) offer a sequence of courses that
(i) provides individuals with coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in current or emerging professions;
(ii) provides technical skill proficiency, an industry-recognized credential, a certificate, or an associate degree; and
(iii) may include prerequisite courses (other than a remedial course) that meet the requirements of this subparagraph; and
(B) include competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of an industry including entrepreneurship, of an individual.

Participation in these programs is reported using a four-digit code and state title. In order to implement Perkins IV, the list of programs has been expanded and includes the state titles for programs.

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 4

**Acceptable Values/Code Description:**

Please see Appendix G for a list of four-digit program codes and state titles.

| | |
|---|---|
| **500** | Does not apply to student |

**Notes:**

1. The new Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV) requires information on students enrolled in career/vocational technical education programs for accountability and funding purposes. **In order to be considered for Perkins IV funding, career/vocational technical education program enrollments must be reported.**
2. The Perkins IV Manual published by the Department of Elementary and Secondary Education and available at http://www.doe.mass.edu/cte/perkins/ contains information on this definition. In addition, staff in the Department's Career/Vocational Technical Education unit will provide technical assistance on Perkins IV upon request.Dependencies:

**SIF Information**

**Object**: StudentPersonal
**Element**: Extended: "VocTecEdNonCh74"
**Values:** See Appendix G

## DOE045 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 1
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **0** | All Students |

**Notes:**

**Dependencies:**

## DOE046 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 1
Maximum 2

**Acceptable Values/Code Description:**

| | |
|---|---|
| **0** | All Students |

**Notes:**

**Dependencies:**

## DOE047 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **500** | All students |

**Notes:**

**Dependencies:**

## DOE048 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **500** | All students |

**Notes:**

**Dependencies:**

## DOE049 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **500** | All students |

**Notes:**

**Dependencies:**

## DOE050 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **500** | All students |

**Notes:**

**Dependencies:**

## DOE051 DISCONTINUED

**Type:** Alphanumeric **Length:** Minimum 3
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **500** | All students |

**Notes:**

**Dependencies:**

## DOE052 Unexcused Student Absences

The number of school days a student was recorded with an unexcused absence.

**Type:** Alphanumeric **Length:** Minimum 1
Maximum 3

**Acceptable Values/Code Description:**

| | |
|---|---|
| **000–261** | Number of days with an unexcused absence |

**Notes:**

1. The definition of an unexcused absence is based on local school district definition.
2. Unexcused absences are cumulative throughout the school year. If the student had four days by October 1st and accumulated four more in January, March data should report eight days.

**Dependencies:**

1. The sum of days of unexcused absence plus the number of days in attendance (DOE017) cannot be greater than the number of days in membership (DOE018).

**SIF Information**

**Object**: StudentAttendanceSummary
**Element**: UnexcusedAbsences
**Values:** 0-261

# APPENDIX A:
# DOE014 City/Town of Residence Codes

| Code | City/Town Name |
|---|---|
| 001 | Abington |
| 002 | Acton |
| 003 | Acushnet |
| 004 | Adams (non-op) |
| 005 | Agawam |
| 006 | Alford (non-op) |
| 007 | Amesbury |
| 008 | Amherst |
| 009 | Andover |
| 010 | Arlington |
| 011 | Ashburnham (non-op) |
| 012 | Ashby (non-op) |
| 013 | Ashfield (non-op) |
| 014 | Ashland |
| 015 | Athol (non-op) |
| 016 | Attleboro |
| 017 | Auburn |
| 018 | Avon |
| 019 | Ayer |
| 020 | Barnstable |
| 021 | Barre (non-op) |
| 022 | Becket (non-op) |
| 023 | Bedford |
| 024 | Belchertown |
| 025 | Bellingham |
| 026 | Belmont |
| 027 | Berkley |
| 028 | Berlin |
| 029 | Bernardston (non-op) |
| 030 | Beverly |
| 031 | Billerica |
| 032 | Blackstone (non-op) |
| 033 | Blandford (non-op) |
| 034 | Bolton (non-op) |
| 035 | Boston |
| 036 | Bourne |
| 037 | Boxborough |
| 038 | Boxford |
| 039 | Boylston |
| 040 | Braintree |
| 041 | Brewster |
| 042 | Bridgewater (non-op) |
| 043 | Brimfield |
| 044 | Brockton |
| 045 | Brookfield |
| 046 | Brookline |
| 047 | Buckland (non-op) |
| 048 | Burlington |
| 049 | Cambridge |
| 050 | Canton |
| 051 | Carlisle |
| 052 | Carver |
| 053 | Charlemont (non-op) |
| 054 | Charlton (non-op) |
| 055 | Chatham |
| 056 | Chelmsford |
| 057 | Chelsea |
| 058 | Cheshire (non-op) |
| 059 | Chester (non-op) |
| 060 | Chesterfield (non-op) |
| 061 | Chicopee |
| 062 | Chilmark (non-op) |
| 063 | Clarksburg |
| 064 | Clinton |
| 065 | Cohasset |
| 066 | Colrain (non-op) |
| 067 | Concord |
| 068 | Conway |
| 069 | Cummington (non-op) |
| 070 | Dalton (non-op) |
| 071 | Danvers |
| 072 | Dartmouth |
| 073 | Dedham |
| 074 | Deerfield |
| 075 | Dennis (non-op) |
| 076 | Dighton (non-op) |
| 077 | Douglas |
| 078 | Dover |
| 079 | Dracut |
| 080 | Dudley (non-op) |
| 081 | Dunstable (non-op) |
| 082 | Duxbury |
| 083 | East Bridgewater |
| 084 | East Brookfield (non-op) |
| 085 | Eastham |
| 086 | Easthampton |
| 087 | East Longmeadow |
| 088 | Easton |
| 089 | Edgartown |
| 090 | Egremont (non-op) |
| 091 | Erving |
| 092 | Essex (non-op) |
| 093 | Everett |
| 094 | Fairhaven |
| 095 | Fall River |
| 096 | Falmouth |
| 097 | Fitchburg |
| 098 | Florida |
| 099 | Foxborough |
| 100 | Framingham |
| 101 | Franklin |
| 102 | Freetown |
| 103 | Gardner |
| 104 | Aquinnah (non-op) |
| 105 | Georgetown |
| 106 | Gill (non-op) |
| 107 | Gloucester |
| 108 | Goshen (non-op) |
| 109 | Gosnold |
| 110 | Grafton |
| 111 | Granby |
| 112 | Granville |
| 113 | Great Barrington (non-op) |
| 114 | Greenfield |
| 115 | Groton (non-op) |
| 116 | Groveland (non-op) |
| 117 | Hadley |
| 118 | Halifax |
| 119 | Hamilton (non-op) |
| 120 | Hampden (non-op) |
| 121 | Hancock |
| 122 | Hanover |
| 123 | Hanson (non-op) |
| 124 | Hardwick (non-op) |
| 125 | Harvard |
| 126 | Harwich |
| 127 | Hatfield |
| 128 | Haverhill |
| 129 | Hawley (non-op) |
| 130 | Heath (non-op) |
| 131 | Hingham |
| 132 | Hinsdale (non-op) |
| 133 | Holbrook |
| 134 | Holden (non-op) |
| 135 | Holland |
| 136 | Holliston |
| 137 | Holyoke |
| 138 | Hopedale |
| 139 | Hopkinton |
| 140 | Hubbardston (non-op) |
| 141 | Hudson |
| 142 | Hull |
| 143 | Huntington (non-op) |
| 144 | Ipswich |
| 145 | Kingston |
| 146 | Lakeville |
| 147 | Lancaster (non-op) |
| 148 | Lanesborough |
| 149 | Lawrence |
| 150 | Lee |

| Code | City/Town Name |
|---|---|
| 151 | Leicester |
| 152 | Lenox |
| 153 | Leominster |
| 154 | Leverett |
| 155 | Lexington |
| 156 | Leyden (non-op) |
| 157 | Lincoln |
| 158 | Littleton |
| 159 | Longmeadow |
| 160 | Lowell |
| 161 | Ludlow |
| 162 | Lunenburg |
| 163 | Lynn |
| 164 | Lynnfield |
| 165 | Malden |
| 166 | Manchester (non-op) |
| 167 | Mansfield |
| 168 | Marblehead |
| 169 | Marion |
| 170 | Marlborough |
| 171 | Marshfield |
| 172 | Mashpee |
| 173 | Mattapoisett |
| 174 | Maynard |
| 175 | Medfield |
| 176 | Medford |
| 177 | Medway |
| 178 | Melrose |
| 179 | Mendon (non-op) |
| 180 | Merrimac (non-op) |
| 181 | Methuen |
| 182 | Middleborough |
| 183 | Middlefield (non-op) |
| 184 | Middleton |
| 185 | Milford |
| 186 | Millbury |
| 187 | Millis |
| 188 | Millville (non-op) |
| 189 | Milton |
| 190 | Monroe (non-op) |
| 191 | Monson |
| 192 | Montague (non-op) |
| 193 | Monterey (non-op) |
| 194 | Montgomery (non-op) |
| 195 | Mount Washington (non-op) |
| 196 | Nahant |
| 197 | Nantucket |
| 198 | Natick |
| 199 | Needham |
| 200 | New Ashford (non-op) |
| 201 | New Bedford |
| 202 | New Braintree (non-op) |
| 203 | Newbury (non-op) |
| 204 | Newburyport |
| 205 | New Marlborough (non-op) |
| 206 | New Salem (non-op) |
| 207 | Newton |
| 208 | Norfolk |
| 209 | North Adams |
| 210 | Northampton |
| 211 | North Andover |
| 212 | North Attleborough |
| 213 | Northborough |
| 214 | Northbridge |
| 215 | North Brookfield |
| 216 | Northfield (non-op) |
| 217 | North Reading |
| 218 | Norton |
| 219 | Norwell |
| 220 | Norwood |
| 221 | Oak Bluffs |
| 222 | Oakham (non-op) |
| 223 | Orange |
| 224 | Orleans |
| 225 | Otis (non-op) |
| 226 | Oxford |
| 227 | Palmer |
| 228 | Paxton (non-op) |
| 229 | Peabody |
| 230 | Pelham |
| 231 | Pembroke |
| 232 | Pepperell (non-op) |
| 233 | Peru (non-op) |
| 234 | Petersham |
| 235 | Phillipston (non-op) |
| 236 | Pittsfield |
| 237 | Plainfield (non-op) |
| 238 | Plainville |
| 239 | Plymouth |
| 240 | Plympton |
| 241 | Princeton (non-op) |
| 242 | Provincetown |
| 243 | Quincy |
| 244 | Randolph |
| 245 | Raynham (non-op) |
| 246 | Reading |
| 247 | Rehoboth (non-op) |
| 248 | Revere |
| 249 | Richmond |
| 250 | Rochester |
| 251 | Rockland |
| 252 | Rockport |
| 253 | Rowe |
| 254 | Rowley (non-op) |
| 255 | Royalston (non-op) |
| 256 | Russell (non-op) |
| 257 | Rutland (non-op) |
| 258 | Salem |
| 259 | Salisbury (non-op) |
| 260 | Sandisfield (non-op) |
| 261 | Sandwich |
| 262 | Saugus |
| 263 | Savoy |
| 264 | Scituate |
| 265 | Seekonk |
| 266 | Sharon |
| 267 | Sheffield (non-op) |
| 268 | Shelburne (non-op) |
| 269 | Sherborn |
| 270 | Shirley |
| 271 | Shrewsbury |
| 272 | Shutesbury |
| 273 | Somerset |
| 274 | Somerville |
| 275 | Southampton |
| 276 | Southborough |
| 277 | Southbridge |
| 278 | South Hadley |
| 279 | Southwick (non-op) |
| 280 | Spencer (non-op) |
| 281 | Springfield |
| 282 | Sterling (non-op) |
| 283 | Stockbridge (non-op) |
| 284 | Stoneham |
| 285 | Stoughton |
| 286 | Stow (non-op) |
| 287 | Sturbridge |
| 288 | Sudbury |
| 289 | Sunderland |
| 290 | Sutton |
| 291 | Swampscott |
| 292 | Swansea |
| 293 | Taunton |
| 294 | Templeton (non-op) |
| 295 | Tewksbury |
| 296 | Tisbury |
| 297 | Tolland (non-op) |
| 298 | Topsfield |
| 299 | Townsend (non-op) |
| 300 | Truro |
| 301 | Tyngsborough |
| 302 | Tyringham (non-op) |
| 303 | Upton (non-op) |
| 304 | Uxbridge |
| 305 | Wakefield |
| 306 | Wales |
| 307 | Walpole |
| 308 | Waltham |
| 309 | Ware |
| 310 | Wareham |
| 311 | Warren (non-op) |
| 312 | Warwick (non-op) |
| 313 | Washington (non-op) |
| 314 | Watertown |
| 315 | Wayland |
| 316 | Webster |
| 317 | Wellesley |
| 318 | Wellfleet |

| Code | City/Town Name |
|---|---|
| 319 | Wendell (non-op) |
| 320 | Wenham (non-op) |
| 321 | Westborough |
| 322 | West Boylston |
| 323 | West Bridgewater |
| 324 | West Brookfield (non-op) |
| 325 | Westfield |
| 326 | Westford |
| 327 | Westhampton |
| 328 | Westminster (non-op) |
| 329 | West Newbury (non-op) |
| 330 | Weston |
| 331 | Westport |
| 332 | West Springfield |
| 333 | West Stockbridge (non-op) |
| 334 | West Tisbury (non-op) |
| 335 | Westwood |
| 336 | Weymouth |
| 337 | Whately |
| 338 | Whitman (non-op) |
| 339 | Wilbraham (non-op) |
| 340 | Williamsburg |
| 341 | Williamstown |
| 342 | Wilmington |
| 343 | Winchendon |
| 344 | Winchester |
| 345 | Windsor (non-op) |
| 346 | Winthrop |
| 347 | Woburn |
| 348 | Worcester |
| 349 | Worthington (non-op) |
| 350 | Wrentham |
| 351 | Yarmouth (non-op) |
| 352 | Devens (non-op) |
| 353 | Southfield (non-op) [2] |

[2] This Southfield is not the Southfield in western Massachusetts with ZIP code 01259. This code (353) refers to a planned community in South Weymouth.

# APPENDIX B: DOE023 Country of Origin Codes

| Code | Country Name |
|---|---|
| AF | Afghanistan |
| AX | Aland Islands |
| AL | Albania |
| DZ | Algeria |
| AD | Andorra |
| AO | Angola |
| AI | Anguilla |
| AQ | Antarctica |
| AG | Antigua and Barbuda |
| AR | Argentina |
| AM | Armenia |
| AW | Aruba |
| AU | Australia |
| AT | Austria |
| AZ | Azerbaijan |
| BS | Bahamas |
| BH | Bahrain |
| BD | Bangladesh |
| BB | Barbados |
| BY | Belarus |
| BE | Belgium |
| BZ | Belize |
| BJ | Benin |
| BM | Bermuda |
| BT | Bhutan |
| BO | Bolivia, Plurinational State of |
| BQ | Bonaire, Sint Eustatius & Saba |
| BA | Bosnia and Herzegovina |
| BW | Botswana |
| BV | Bouvet Island |
| BR | Brazil |
| IO | British Indian Ocean Territory |
| BN | Brunei Darussalam |
| BG | Bulgaria |
| BF | Burkina Faso |
| BI | Burundi |
| KH | Cambodia |
| CM | Cameroon |
| CA | Canada |
| CV | Cape Verde |
| KY | Cayman Islands |
| CF | Central African Republic |
| TD | Chad |
| CL | Chile |
| CN | China |
| CX | Christmas Island |
| CC | Cocos (Keeling) Islands |
| CO | Colombia |
| KM | Comoros |
| CG | Congo |
| CD | Congo, the Democratic Republic of the |
| CK | Cook Islands |
| CR | Costa Rica |
| CI | Cote d'Ivoire |
| HR | Croatia |
| CU | Cuba |
| CW | Curaçao |
| CY | Cyprus |
| CZ | Czech Republic |
| DK | Denmark |
| DJ | Djibouti |
| DM | Dominica |
| DO | Dominican Republic |
| EC | Ecuador |
| EG | Egypt |
| SV | El Salvador |
| GQ | Equatorial Guinea |
| ER | Eritrea |
| EE | Estonia |
| ET | Ethiopia |
| FK | Falkland Islands |
| FO | Faroe Islands |
| FJ | Fiji |
| FI | Finland |
| FR | France |
| GF | French Guiana |
| PF | French Polynesia |
| TF | French Southern Territories |
| GA | Gabon |
| GM | Gambia |
| GE | Georgia |
| DE | Germany |
| GH | Ghana |
| GI | Gibraltar |
| GR | Greece |
| GL | Greenland |
| GD | Grenada |
| GP | Guadeloupe |
| GT | Guatemala |
| GG | Guernsey |
| GN | Guinea |
| GW | Guinea-Bissau |
| GY | Guyana |
| HT | Haiti |
| HM | Heard Island and McDonald Islands |
| VA | Holy See (Vatican City State) |
| HN | Honduras |
| HK | Hong Kong |
| HU | Hungary |
| IS | Iceland |
| IN | India |
| ID | Indonesia |
| IR | Iran, Islamic Republic of |
| IQ | Iraq |
| IE | Ireland |
| IM | Isle of Man |
| IL | Israel |
| IT | Italy |
| JM | Jamaica |
| JP | Japan |
| JE | Jersey |
| JO | Jordan |
| KZ | Kazakhstan |
| KE | Kenya |
| KI | Kiribati |
| KP | Korea, Democratic People's Republic of |
| KR | Korea, Republic of |
| KW | Kuwait |
| KG | Kyrgyzstan |
| LA | Lao People's Democratic Republic |
| LV | Latvia |
| LB | Lebanon |
| LS | Lesotho |
| LR | Liberia |
| LY | Libya |
| LI | Liechtenstein |
| LT | Lithuania |
| LU | Luxembourg |
| MO | Macao |
| MK | Macedonia, the former Yugoslav Republic of |
| MG | Madagascar |
| MW | Malawi |
| MY | Malaysia |
| MV | Maldives |
| ML | Mali |
| MT | Malta |
| MH | Marshall Islands |
| MQ | Martinique |

| Code | Country Name |
|---|---|
| MR | Mauritania |
| MU | Mauritius |
| YT | Mayotte |
| MX | Mexico |
| FM | Micronesia, Federated States of |
| MD | Moldova, Republic of |
| MC | Monaco |
| MN | Mongolia |
| ME | Montenegro |
| MS | Montserrat |
| MA | Morocco |
| MZ | Mozambique |
| MM | Myanmar |
| NA | Namibia |
| NR | Nauru |
| NP | Nepal |
| NL | Netherlands |
| NC | New Caledonia |
| NZ | New Zealand |
| NI | Nicaragua |
| NE | Niger |
| NG | Nigeria |
| NU | Niue |
| NF | Norfolk Island |
| NO | Norway |
| OM | Oman |
| PK | Pakistan |
| PW | Palau |
| PS | Palestinian Territory |
| PA | Panama |
| PG | Papua New Guinea |
| PY | Paraguay |
| PE | Peru |
| PH | Philippines |
| PN | Pitcairn |
| PL | Poland |
| PT | Portugal |
| QA | Qatar |
| RE | Reunion |
| RO | Romania |
| RU | Russian Federation |
| RW | Rwanda |
| BL | Saint Barthélemy |
| SH | Saint Helena, Ascension and Tristan da Cunha |
| KN | Saint Kitts and Nevis |
| LC | Saint Lucia |
| MF | Saint Martin (French part) |
| PM | Saint Pierre and Miquelon |
| VC | Saint Vincent and the Grenadines |
| WS | Samoa |
| SM | San Marino |
| ST | Sao Tome and Principe |
| SA | Saudi Arabia |
| SN | Senegal |
| RS | Serbia |
| SC | Seychelles |
| SL | Sierra Leone |
| SG | Singapore |
| SX | Sint Maarten (Dutch part) |
| SK | Slovakia |
| SI | Slovenia |
| SB | Solomon Islands |
| SO | Somalia |
| ZA | South Africa |
| GS | South Georgia and the South Sandwich Islands |
| SS | South Sudan |
| ES | Spain |
| LK | Sri Lanka |
| SD | Sudan |
| SR | Suriname |
| SJ | Svalbard and Jan Mayen |
| SZ | Swaziland |
| SE | Sweden |
| CH | Switzerland |
| SY | Syrian Arab Republic |
| TW | Taiwan, Province of China |
| TJ | Tajikistan |
| TZ | Tanzania, United Republic of |
| TH | Thailand |
| TL | Timor-Leste |
| TG | Togo |
| TK | Tokelau |
| TO | Tonga |
| TT | Trinidad and Tobago |
| TN | Tunisia |
| TR | Turkey |
| TM | Turkmenistan |
| TC | Turks and Caicos Islands |
| TV | Tuvalu |
| UG | Uganda |
| UA | Ukraine |
| AE | United Arab Emirates |
| GB | United Kingdom |
| UY | Uruguay |
| UZ | Uzbekistan |
| VU | Vanuatu |
| VE | Venezuela, Bolivarian Republic of |
| VN | Viet Nam |
| VG | Virgin Islands, British |
| WF | Wallis and Futuna |
| EH | Western Sahara |
| YE | Yemen |
| ZM | Zambia |
| ZW | Zimbabwe |

# APPENDIX C:
# DOE024 First (Native) Language Codes

| Code | Language |
|---|---|
| 105 | Aboriginal |
| 110 | Afrikaans |
| 115 | Albanian |
| 120 | Alsatian German |
| 125 | Altaic |
| 127 | American Sign Language |
| 130 | Amharic |
| 135 | Arabic |
| 140 | Armenian |
| 145 | Aymara |
| 150 | Bahasa Indonesian |
| 155 | Bambara |
| 160 | Bantu |
| 165 | Basque |
| 170 | Bengali |
| 175 | Berber |
| 180 | Brenton |
| 185 | Bulgarian |
| 190 | Burmese |
| 195 | Byeloruss |
| 200 | Canton |
| 001 | Cape Verdean |
| 205 | Catalan |
| 210 | Caucasian |
| 215 | Chechuto |
| 220 | Chichewa |
| 002 | Chinese Languages (not Cantonese or Mandarin) |
| 225 | Haitian Creole |
| 230 | Crioulo |
| 235 | Czech |
| 240 | Danish |
| 245 | Dari Persian |
| 247 | Dinka |
| 250 | Divehi |
| 255 | Djerma |
| 260 | Dutch |
| 265 | Dzongkha Tibetan |
| 267 | English |
| 270 | Fang |
| 275 | Farsi |
| 280 | Fijian |
| 290 | Finnish |
| 295 | Flemish |
| 003 | French |
| 305 | French Patois |
| 310 | Frisian |
| 315 | Fukien |
| 317 | Ga |
| 320 | Galician |
| 325 | Galla |
| 330 | German |
| 335 | Gilbertese |
| 340 | Gollato |
| 342 | Grebo |
| 004 | Greek |
| 345 | Guarani |
| 347 | Gujarati |
| 350 | Hakka Dialect |
| 355 | Hassaniya Arabic |
| 360 | Hausa |
| 365 | Hebrew |
| 370 | Hindi |
| 375 | Hmong |
| 380 | Hungarian |
| 385 | Ibo |
| 390 | Icelandic |
| 395 | Indian, South Asia |
| 400 | Indo-European |
| 405 | Irish Gaelic |
| 005 | Italian |
| 410 | Jamaican Creole |
| 415 | Japanese |
| 420 | Javanese |
| 422 | Juba Arabic |
| 423 | Kashmiri |
| 425 | Khaikha Mongolian |
| 430 | Khmer/Khmai |
| 435 | Kinyarwandu |
| 440 | Kirundi |
| 442 | Klao |
| 445 | Korean |
| 446 | Kpelle |
| 447 | Krahn |
| 450 | Krio |
| 452 | Kru (Krumen) |
| 455 | Kurdish |
| 460 | Kurkish |
| 465 | Kyongsangto |
| 470 | Lao |
| 475 | Lapp |
| 480 | Latin |
| 483 | Latvian |
| 485 | Lesotho |
| 487 | Lithuanian |
| 489 | Loma |
| 490 | Luganda |
| 495 | Luxembourgish |
| 501 | Macedonian |
| 505 | Malagasy |
| 510 | Malay |
| 515 | Maltese |
| 520 | Mandarin |
| 522 | Mandingo |
| 525 | Maori |
| 535 | Melanesian |
| 540 | Melanesian Pidgin |
| 542 | Mende |
| 545 | Merina |
| 547 | Mexica |
| 550 | Monegasque |
| 551 | More |
| 560 | Nahuatl |
| 565 | Namkyongto |
| 570 | Nauraun |
| 575 | Ndebele |
| 580 | Nepali |
| 585 | Newari |
| 590 | Niger-Congo |
| 595 | Norwegian |
| 600 | Papuan |
| 605 | Patois |
| 610 | Persian |
| 615 | Pidgin English |
| 620 | Pilipino |
| 625 | Police Motu |
| 630 | Polish |
| 006 | Portuguese |
| 633 | Punjabi/Panjabi |
| 635 | Pushtu/Pashtu |
| 640 | Pyonganto |
| 645 | Quechua |
| 655 | Romanian |
| 660 | Romanisch |
| 665 | Russian |
| 670 | Samoan |
| 675 | Sangho |
| 680 | Seoul |
| 685 | Serbo-Croatian |
| 690 | Setswana |
| 695 | Shanghai |
| 700 | Shona |
| 705 | Shungchondo |
| 707 | Sindhi |
| 710 | Sinhala |
| 715 | Siswati |
| 725 | Slovak |
| 730 | Slovene |
| 735 | Somali |
| 007 | Spanish |
| 740 | Sranan Tongo |
| 745 | Sudanese language, other |
| 750 | Swahili |

| Code | Language |
|---|---|
| 755 | Swedish |
| 759 | Tagalog |
| 760 | Taiwan |
| 765 | Tamil |
| 767 | Telugu |
| 770 | Thai |
| 775 | Tibetan |
| 780 | Tigre |
| 783 | Tigrinya |

| Code | Language |
|---|---|
| 785 | Tongan |
| 790 | Turkish |
| 795 | Tuvaluan |
| 797 | Twi |
| 800 | Ukranian |
| 805 | Uralian |
| 810 | Urdu |
| 815 | Uzbec |
| 820 | Valencian |

| Code | Language |
|---|---|
| 825 | Vietnamese |
| 830 | Vigus |
| 835 | Welsh |
| 840 | West Asian |
| 845 | Yiddish |
| 850 | Yoruba |
| 888 | [Other] |

# APPENDIX D:
# DOE031 Career/Vocational Technical Education — Technical Competency Attainment Types Referenced with Occupational Clusters

| SIMS DOE031 (Report in End of School Year ) Type of Credential | CERTIFICATIONS | 1. AGRIC & NATURAL RESOURCES | 2. ARTS & COMMUNICATIONS | 3. BUSINESS & CONSUMER SERVICES | 4. CONSTRUCTION | 5. EDUCATION | 6. HEALTH SERVICES | 7. HOSPITALITY & TOURISM | 8. INFORMATION TECHNOLOGY | 9. LEGAL AND PROTECTIVE SERVICES | 10. MANUFACTURING, ENGINEERING & | 11. TRANSPORTATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Private Org.-Issued Credential | Activity Assistant | | | | | | x | | | | | |
| Private Org.-Issued Credential | ADDA | | | | | | | | | | x | |
| Private Org.-Issued Credential | Adobe Certified Associate (ACA) | | x | x | | | | | x | | | |
| Private Org.-Issued Credential | Adobe Premiere Certified User | | x | | | | | | | | | |
| Private Org.-Issued Credential | Allergy Awareness Certificate | | | | | | | x | | | | |
| Private Org.-Issued Credential | Alzheimer's Care Provider | | | | | | x | | | | | |
| Private Org.-Issued Credential | American Boat Builders and Repairers Assoc. Certifications | | | | | | | | | | | x |
| Private Org.-Issued Credential | American Boat and Yacht Council Certification | | | | | | | | | | | x |
| Private Org.-Issued Credential | American Culinary Foundation (ACF) Student Certification | | | | | | | x | | | | |
| Private Org.–Issued Credential | American Heart Association - Choke Saving | | | | | | | x | | | | |
| Private Org.-Issued Credential | Amer. Hotel and Lodging Assoc. Lodging Management Program | | | | | | | x | | | | |
| Private Org.–Issued Credential | American Red Cross CPR/AED Certification | x | | | x | x | x | x | x | x | x | x |
| Private Org.–Issued Credential | American Red Cross First Aid (FirstAid) | x | | | x | x | x | x | x | x | x | x |
| Private Org.-Issued Credential | American Veterinary Medical Association (AVMA) Veterinary Assistant Certification | x | | | | | | | | | | |
| Private Org.–Issued Credential | American Welding Society [AWS] Welder Certificate | | | | x | | | | | | x | |
| Private Org.–Issued Credential | ASE Refrigerant Certification | | | | | | | | | | | x |
| Private Org.-Issued Credential | ASE certifications | | | | | | | | | | | x |
| Private Org.-Issued Credential | Association of Marine Technicians (AMTECH) Mercury Marine Cert. | | | | | | | | | | | x |

| SIMS DOE031 (Report in End of School Year ) Type of Credential | CERTIFICATIONS | 1. AGRIC & NATURAL RESOURCES | 2. ARTS & COMMUNICATIONS | 3. BUSINESS & CONSUMER SERVICES | 4. CONSTRUCTION | 5. EDUCATION | 6. HEALTH SERVICES | 7. HOSPITALITY & TOURISM | 8. INFORMATION TECHNOLOGY | 9. LEGAL AND PROTECTIVE SERVICES | 10. MANUFACTURING, ENGINEERING & | 11. TRANSPORTATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Private Org.-Issued Credential | Autodesk Inventor Certified Associate | | | | | | | | | | x | |
| Private Org.-Issued Credential | Autodesk Revit Certified Associate | | | | | | | | | | x | |
| Private Org.-Issued Credential | AVID Media Composer Certified User | | x | | | | | | | | | |
| Private Org.–Issued Credential | BASF Painting: Color Match & Blend | | | | | | | | | | | x |
| Private Org.-Issued Credential | Certified Billing and Coding Specialist | | | | | | x | | | | | |
| Private Org.-Issued Credential | Beef Quality Assurance and Beef Cattle Care Certificate (BQA) | x | | | | | | | | | | |
| Private Org.-Issued Credential | Transportation – Beef Quality Assurance (BQA) | x | | | | | | | | | | |
| Private Org.-Issued Credential | CAD Certification--Solidworks | | | | | | | | | | x | |
| Private Org.-Issued Credential | CAD Certification--Autodesk | | | | x | | | | | | x | |
| Private Org.-Issued Credential | Certiport MTA Certifications | | | | | | | | x | | | |
| Private Org.-Issued Credential | Certified Clinical Medical Assistant | | | | | | x | | | | | |
| Private Org.-Issued Credential | CCENT (Cisco Certified Entry Networking Technician) | | | | | | | | x | | | |
| Private Org.–Issued Credential | Cisco Certified Network Associate (CCNA) | | | | | | | | x | | | |
| Private Org.–Issued Credential | CompTIA Strata | | | | | | | | x | | | |
| Private Org.–Issued Credential | Comptia A + | | | | | | | | x | | | |
| Private Org.–Issued Credential | Comptia Network + | | | | | | | | x | | | |
| Private Org.-Issued Credential | CompTIA CDIA+ | | | | | | x | | x | | | |
| Private Org.-Issued Credential | CompTIA Certifications (other) | | | | | | | | x | | | |
| Private Org.-Issued Credential | Dairy Quality Assurance Certificate (DQA) | x | | | | | | | | | | |
| Private Org.–Issued Credential | Dental Assistant National Board Certification in Infection Control (DANBIN) | | | | | | x | | | | | |
| Private Org.–Issued Credential | Dental Assistant National Board Certification in Radiation Health & Safety (DANBRA) | | | | | | x | | | | | |

| SIMS DOE031 (Report in End of School Year ) Type of Credential | CERTIFICATIONS | 1. AGRIC & NATURAL RESOURCES | 2. ARTS & COMMUNICATIONS | 3. BUSINESS & CONSUMER SERVICES | 4. CONSTRUCTION | 5. EDUCATION | 6. HEALTH SERVICES | 7. HOSPITALITY & TOURISM | 8. INFORMATION TECHNOLOGY | 9. LEGAL AND PROTECTIVE SERVICES | 10. MANUFACTURING, ENGINEERING & | 11. TRANSPORTATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Private Org.-Issued Credential | Direct Care Specialist | | | | | | x | | | | | |
| Private Org.-Issued Credential | EKG Technician | | | | | | x | | | | | |
| Private Org.-Issued Credential | Certified Electronic Health Record Specialist | | | | | | x | | | | | |
| Private Org.-Issued Credential | Electronics Technicians Association (ETA) Residential Electronics System Integrator Certification | | | | | | | | | | x | |
| Private Org.-Issued Credential | Electronics Technicians Association (ETA) Student Electronics Technician or Associate Level Technician | | | | | | | | | | x | |
| Private Org.-Issued Credential | International Society of Certified Electronic Technicians (ISCET) Associate Certified Electronics Technician | | | | | | | | | | x | |
| Private Org.-Issued Credential | National Academies of Emergency Dispatch Certification (911 dispatch) | | | | | | | | | x | | |
| Private Org.–Issued Credential | Equipment Engine Training Council (EETC) | x | | | x | | | | | | | x |
| Private Org.-Issued Credential | Final Cut Pro Associate User | | x | | | | | | | | | |
| Private Org.-Issued Credential | Final Cut Pro Certified | | x | | | | | | | | | |
| Private Org.-Issued Credential | Mass. Restaurant Assoc. Food Handlers Certificate | | | | | | | x | | | | |
| Private Org.-Issued Credential | Green Education Foundation Institute Sustainability 101 Certificate | x | | | | | | | | | | |
| Private Org.-Issued Credential | HOSTA - National Safe Tractor and Machinery Operation Certification | x | | | | | | | | | | |
| Private Org.-Issued Credential | Humane Equine Management Certification | x | | | | | | | | | | |
| Private Org.-Issued Credential | I-CAR certifications | | | | | | | | | | | x |
| Private Org.-Issued Credential | IC3 --Internet and Computing Core Certification | | | | | | | | x | | | |
| Private Org.-Issued Credential | Iris Scan Certified | | | | | | | | | x | | |
| Private Org.-Issued Credential | ISAFE (Internet/Computer Safety Certification) | | | | | | | | | x | | |
| Private Org.-Issued Credential | IT Pro Exams | | | | | | | | x | | | |
| Private Org.-Issued Credential | Manufacturing Advancement Center Workforce Innovation Collaborative (MACWIC) Certification | | | | | | | | | | x | |

| SIMS DOE031 (Report in End of School Year ) Type of Credential | CERTIFICATIONS | 1. AGRIC & NATURAL RESOURCES | 2. ARTS & COMMUNICATIONS | 3. BUSINESS & CONSUMER SERVICES | 4. CONSTRUCTION | 5. EDUCATION | 6. HEALTH SERVICES | 7. HOSPITALITY & TOURISM | 8. INFORMATION TECHNOLOGY | 9. LEGAL AND PROTECTIVE SERVICES | 10. MANUFACTURING, ENGINEERING & | 11. TRANSPORTATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Private Org.-Issued Credential | Certified Medical Administrative Assistant | | | | | | x | | | | | |
| Private Org.-Issued Credential | Medication Administration Program | | | | | | x | | | | | |
| Private Org.-Issued Credential | Medical Lab Assistant | | | | | | x | | | | | |
| Private Org.-Issued Credential | Microsoft Technology Associate | | | | | | | | x | | | |
| Private Org.-Issued Credential | Microsoft Certified Technical Specialist | | | | | | | | x | | | |
| Private Org.–Issued Credential | Microsoft User Specialist Certification (MOUSC) | | | x | | | | | x | | | |
| Private Org.-Issued Credential | National Assoc. for Interpretation Certified Interpretive Guide | x | | | | | | | | | | |
| Private Org.–Issued Credential | National Automotive Technicians Education Foundation [NATEF] and National Institute for Automotive Service Excellence [ASE] Certification (NATEF/ASE) | | | | | | | | | | | x |
| Private Org.-Issued Credential | National Dog Groomers Association of America Certification | x | | | | | | | | | | |
| Private Org.–Issued Credential | National Institute for Metalworking Skills (NIMS) | | | | | | | | | | x | |
| Private Org.-Issued Credential | NOFA Organic Land Care Professional | x | | | | | | | | | | |
| Private Org.-Issued Credential | National Dog Groomers Association of America Certification | x | | | | | | | | | | |
| Private Org.-Issued Credential | Patient Care Technician | | | | | | x | | | | | |
| Private Org.-Issued Credential | Pet Industry Joint Advisory Council (PIJAC) Certified Avian Specialist (CAS) Certification | x | | | | | | | | | | |
| Private Org.-Issued Credential | Pharmacy Technician | | | | | | x | | | | | |
| Private Org.-Issued Credential | Certified Phlebotomy Technician | | | | | | x | | | | | |
| Private Org.-Issued Credential | Print Ed | | x | | | | | | | | | |
| Private Org.-Issued Credential | Youth Pork Quality Assurance Plus Certificate (YPQAP) | x | | | | | | | | | | |
| Private Org.-Issued Credential | Pork Transport Quality Assurance Certificate (PTQA) | x | | | | | | | | | | |
| Private Org.–Issued Credential | National Restaurant Association ProStart Certification (PROST) | | | | | | | x | | | | |

| SIMS DOE031 (Report in End of School Year ) Type of Credential | CERTIFICATIONS | 1. AGRIC & NATURAL RESOURCES | 2. ARTS & COMMUNICATIONS | 3. BUSINESS & CONSUMER SERVICES | 4. CONSTRUCTION | 5. EDUCATION | 6. HEALTH SERVICES | 7. HOSPITALITY & TOURISM | 8. INFORMATION TECHNOLOGY | 9. LEGAL AND PROTECTIVE SERVICES | 10. MANUFACTURING, ENGINEERING & | 11. TRANSPORTATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Private Org.-Issued Credential | Intuit Quickbooks Certified User | | | x | | | | | | | | |
| Private Org.-Issued Credential | SCUBA (Open Water 1) | x | | | | | | | | | | |
| Private Org.–Issued Credential | Massachusetts Restaurant Association ServSafe Certification | | | | | | | x | | | | |
| Private Org.-Issued Credential | National Restaurant ServSafe Alcohol Training | | | | | | | x | | | | |
| Private Org.-Issued Credential | Sheep Safety and Quality Assurance Certificate (SSQA) | x | | | | | | | | | | |
| Private Org.-Issued Credential | Certified Solidworks Associate (CSWA) | | | | | | | | | | x | |
| Private Org.–Issued Credential | Wilderness Medical Association (Wilderness First Aid) | x | | | | | | | | | | |
| State/Fed. Issued Credential | Office for Child Care Services Infant/Toddler Teacher Certification (OCCSINT) | | | | | x | | | | | | |
| State/Fed. Issued Credential | Office for Child Care Services Pre School Teacher Certification (OCCSPRE) | | | | | x | | | | | | |
| State/Fed. Issued Credential | Certified Nurse Assistant (CNA) | | | | | | x | | | | | |
| State/Fed. Issued Credential | Cosmetologist License (COSL) | | | x | | | | | | | | |
| State/Fed.-Issued Credential | E-911 Telecommunicator | | | | | | | | | x | | |
| State/Fed. Issued Credential | Emergency Medical Technician (EMT) | | | | | | x | | | | | |
| State/Fed. Issued Credential | EPA 608 Refrigerant Certification (EPA608) | | | | x | | | | | | | |
| State/Fed. Issued Credential | EPA 609 Refrigerant Certification (EPA609) | | | | x | | | | | | | x |
| State/Fed. Issued Credential | EPA R-410a Refrigerant Certification | | | | x | | | | | | | |
| State/Fed.-Issued Credential | EPA 6H Rule certification | | | | | | | | | | | x |
| State/Fed.-Issued Credential | FEMA Leadership in Emergency Management Certification | | | | | | | | | x | | |
| State/Fed. Issued Credential | Second Class Boiler Fireman License | | | | | | | | | | x | |
| State/Fed. Issued Credential | Hoisting Machinery Operator License (HMOL) | x | | | | | | | | | | |
| State/Fed. Issued Credential | Home Health Aid (HHA) | | | | | | x | | | | | |
| State/Fed.-Issued Credential | ICS 100 Certified (Incident Command System) | | | | | | | | | x | | |

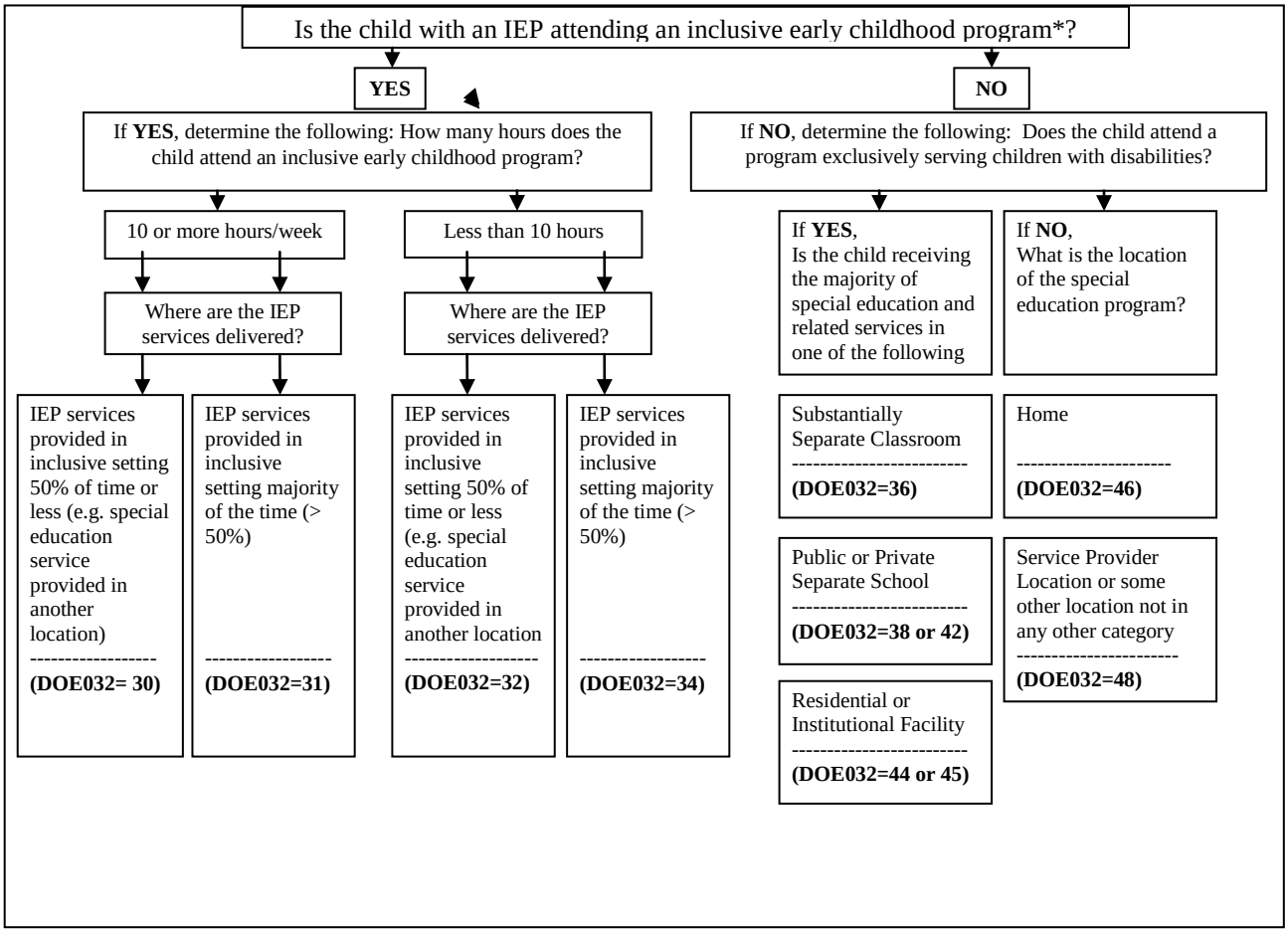
| SIMS DOE031 (Report in End of School Year ) Type of Credential | CERTIFICATIONS | 1. AGRIC & NATURAL RESOURCES | 2. ARTS & COMMUNICATIONS | 3. BUSINESS & CONSUMER SERVICES | 4. CONSTRUCTION | 5. EDUCATION | 6. HEALTH SERVICES | 7. HOSPITALITY & TOURISM | 8. INFORMATION TECHNOLOGY | 9. LEGAL AND PROTECTIVE SERVICES | 10. MANUFACTURING, ENGINEERING & | 11. TRANSPORTATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| State/Fed.-Issued Credential | NIMS 700 Certified (National Incident Management System) | | | | | | | | | x | | |
| State/Fed. Issued Credential | OSHA Construction, Safety & Health - 10 Hrs (OSHA C10) | | | | x | | | | | | | |
| State/Fed. Issued Credential | OSHA Construction, Safety & Health - 30 Hrs (OSHA C30) | | | | x | | | | | | | |
| State/Fed. Issued Credential | OSHA General Industry – 10 Hrs (OSHA G10) | x | x | x | x | x | x | x | x | x | x | x |
| State/Fed. Issued Credential | OSHA General Industry – 30 Hrs (OSHA G30) | x | x | x | x | x | x | x | x | x | x | x |
| State/Fed. Issued Credential | OSHA Hazardous Waste Operations and Emergency Response Standards Cert. [HAZWOPER) 40 hours | x | | | | | | | | | | |
| State/Fed. Issued Credential | OSHA Permit Required Confined Space | x | | | x | | | | | | | |
| State/Fed. Issued Credential | Pesticide Applicator Certificate (PAC) | x | | | | | | | | | | |
| State/Fed. Issued Credential | MA DEP Wastewater Operator Certification | x | | | | | | | | | | |
| State/Fed.-Issued Credential | Youth Court Certified | | | | | | | | | x | | |
| Chapter 74 Certificate | Chapter 74 Certificate | x | x | x | x | x | x | x | x | x | x | x |

# APPENDIX E:
# Determining Special Education Placement for 3–5 year olds

IDEA 2004 altered the categories for reporting the number and percentage of preschool-aged children with disabilities participating in least restrictive environment (LRE) to more accurately reflect the extent of the children's participation in regular early childhood programs.

An **inclusive early childhood program** is defined as a program that includes a majority (at least 50%) of children with or without disabilities (i.e. children not on IEP's). This may include, but is not limited to a public preschool class, a public kindergarten class, a private preschool or kindergarten, Head Start, or other child care programs, such as a family child care program, nursery school or center-based child care program.

## Early Childhood Environments Decision Tree



# APPENDIX F:
# DOE043 CVTE — Chapter 74–Approved Vocational Technical Education Program Participation Codes

| CIP Code | State Title |
|---|---|
| **Agriculture & Natural Resources Occupational Cluster** | |
| 010201 | Agricultural Mechanics |
| 010599 | Animal Science |
| 150507 | Environmental Science & Technology |
| 010601 | Horticulture |
| **Arts & Communication Services Occupational Cluster** | |
| 500401 | Design & Visual Communications |
| 100301 | Graphic Communications |
| 090701 | Radio & Television Broadcasting |
| **Business & Consumer Services Occupational Cluster** | |
| 120401 | Cosmetology |
| 500407 | Fashion Technology |
| 190203 | Marketing |
| 520407 | Business Technology |
| **Construction Occupational Cluster** | |
| 480703 | Cabinetmaking |
| 460201 | Carpentry |
| 469999 | Construction Craft Laborer |
| 460302 | Electricity |
| 460401 | Building/Property Maintenance |
| 470201 | Heating — Ventilation — Air Conditioning — Refrigeration |
| 460101 | Masonry & Tile Setting |
| 460408 | Painting & Design Technologies |
| 460503 | Plumbing |
| 480506 | Sheet Metalworking |
| **Education Occupational Cluster** | |
| 131210 | Early Education and Care |
| **Health Services Occupational Cluster** | |
| 510601 | Dental Assisting |
| 510000 | Health Assisting |
| 510801 | Medical Assisting |
| **Hospitality & Tourism Occupational Cluster** | |
| 120500 | Culinary Arts |
| 520901 | Hospitality Management |

| CIP Code | State Title |
|---|---|
| **Information Technology Services Occupational Cluster** | |
| 110401 | Information Support Services & Networking |
| 110201 | Programming & Web Development |
| **Law, Justice** | |
| 430107 | Criminal Justice |
| **Manufacturing, Engineering & Technological Occupational Cluster** | |
| 150401 | Biotechnology |
| 151301 | Drafting |
| 150303 | Electronics |
| 150000 | Engineering Technology |
| 480501 | Machine Tool Technology |
| 480599 | Metal Fabrication & Joining Technologies |
| 150403 | Robotics and Automation Technology |
| 479999 | Stationary Engineering |
| 150305 | Telecommunications — Fiber Optics |
| **Transportation Occupational Cluster** | |
| 470603 | Automotive Collision Repair & Refinishing |
| 470604 | Automotive Technology |
| 470605 | Diesel Technology |
| 470616 | Marine Service Technology |
| 470606 | Power Equipment Technology |
| **Exploratory All Clusters** | |
| 990100 | Exploratory |

# APPENDIX G:
# DOE044 CVTE — Non-Chapter 74 Career and Technical Education Program Participation Codes

| Four-Digit Non-Chapter Code | State Title |
|---|---|
| **Agriculture & Natural Resources Occupational Cluster** | |
| 0121 | Agricultural Mechanics |
| 0159 | Animal Science |
| 1557 | Environmental Science & Technology |
| 0161 | Horticulture |
| **Arts & Communication Services Occupational Cluster** | |
| 5041 | Design & Visual Communications |
| 1031 | Graphic Communications |
| 0971 | Radio & Television Broadcasting |
| **Business & Consumer Services Occupational Cluster** | |
| 1241 | Cosmetology |
| 5047 | Fashion Technology |
| 1923 | Marketing/Finance |
| 5247 | Business Technology |
| **Construction Occupational Cluster** | |
| 4873 | Cabinetmaking |
| 4621 | Carpentry |
| 4699 | Construction Craft Laborer |
| 4641 | Building/Property Maintenance |
| 4721 | Heating — Ventilation — Air Conditioning — Refrigeration |
| 4611 | Masonry & Tile Setting |
| 4648 | Painting & Design Technologies |
| 4856 | Sheet Metalworking |
| **Education Occupational Cluster** | |
| 1320 | Early Education and Care |
| 1907 | Family & Consumer Studies (formerly vocational home |
| **Health Services Occupational Cluster** | |
| 5161 | Dental Assisting |
| 5100 | Health Assisting |
| 5181 | Medical Assisting |
| **Hospitality & Tourism Occupational Cluster** | |
| 1250 | Culinary Arts |
| 5291 | Hospitality Management |
| **Information Technology Services Occupational Cluster** | |
| 1141 | Information Support Services & Networking |
| 1121 | Programming & Web Development |

| Four-Digit Non-Chapter Code | State Title |
|---|---|
| **Law, Justice** | |
| 4300 | Criminal Justice |
| **Manufacturing, Engineering & Technological Occupational Cluster** | |
| 1541 | Biotechnology |
| 1531 | Drafting |
| 1533 | Electronics |
| 1500 | Engineering Technology |
| 4851 | Machine Tool Technology |
| 4859 | Metal Fabrication & Joining Technologies |
| 1543 | Robotics and Automation Technology |
| 4799 | Stationary Engineering |
| 1535 | Telecommunications — Fiber Optics |
| **Transportation Occupational Cluster** | |
| 4763 | Automotive Collision Repair & Refinishing |
| 4764 | Automotive Technology |
| 4765 | Diesel Technology |
| 4761 | Marine Service Technology |
| 4766 | Power Equipment Technology |
| **Exploratory All Clusters** | |
| 9900 | Exploratory |

# APPENDIX I
# Valid Submissions for DOE011, DOE012, DOE013

**For each table, any combination of shaded boxes is a valid case.**

**Table 1.**

| **DOE011- Reason for Reporting** | **DOE012- Enrollment Status** | **DOE013- Reason for Enrollment** |
|---|---|---|
| *An indication of the basis on which a district is reporting a student - financial responsibility, enrollment or both. If the student is not enrolled at the time of reporting, or if the Reason for Enrollment has changed over time, the indication should represent the most recent reason for reporting.* | *An indication, as of the specified time of data collection (e.g., October 1), of the enrollment status of each student who has been enrolled or for whom the district paid for education services at any time during the current school year.* | *An indication of the reason for a student's enrollment in the receiving school district. The indication should represent the reason for the most recent enrollment, if the student is not enrolled at the time of reporting or the current Reason for Enrollment if the reason has changed over time.* |
| **01** District is/has been financially responsible for the student and the student is/has been enrolled in the district during the current school year. (RECEIVING) | **01** Enrolled | **01** Resident/Member |
| | **04** Graduated with Competency Determination | **02** School Choice |
| | **05** Permanent Exclusion | **03** Charter School |
| **02** District is/has been financially responsible for the student and the student is not/has not been enrolled in the district during the current school year. (SENDING) | **06** Deceased | **04** METCO |
| | **09** Reached Maximum Age | **05** Tuitioned in — Chapter 74 |
| | **10** Certificate of Attainment | **06** Tuitioned — out of state |
| **03** The district is not/has not been financially responsible for the student and the student is/has been enrolled in the district during the current school year. (RECEIVING) | **11** Completed grade 12 and district-approved program. | **07** Tuitioned out — Private School or Collaborative program |
| | **20** Transferred — In-state public | **08** Tuitioned in — Paid by parent/guardian |
| | **21** Transferred — In –state private | **09** Tuitioned in — Waived by local agreement |
| | **22** Transferred — Out-of-State (public or private) | **10** Tuitioned in — Agreement with another in-state district |
| | **23** Transferred — Home-schooled | **11** Foreign Exchange |
| | **24** Transferred — Adult Diploma program, leading to MA diploma. | |
| | **30** Dropout — Enrolled in a non-diploma granting adult education program | |
| | **31** Dropout — Entered Job Corps | |
| | **32** Dropout — Entered the military | |
| | **33** Dropout — Incarcerated, district no longer providing educational services | |
| | **34** Dropout — left due to employment | |

| DOE011- Reason for Reporting | DOE012- Enrollment Status | DOE013- Reason for Enrollment |
|---|---|---|
| *An indication of the basis on which a district is reporting a student - financial responsibility, enrollment or both. If the student is not enrolled at the time of reporting, or if the Reason for Enrollment has changed over time, the indication should represent the most recent reason for reporting.* | *An indication, as of the specified time of data collection (e.g., October 1), of the enrollment status of each student who has been enrolled or for whom the district paid for education services at any time during the current school year.* | *An indication of the reason for a student's enrollment in the receiving school district. The indication should represent the reason for the most recent enrollment, if the student is not enrolled at the time of reporting or the current Reason for Enrollment if the reason has changed over time.* |
| | **35** Dropout — Confirmed dropout, plans unknown | |
| | **36** Dropout — Student status/location unknown | |
| | **40** Not enrolled but receiving education services | |
| | **41** Transferred — no longer receiving special education services | |

**Table 2.**

| DOE011- Reason for Reporting | DOE012- Enrollment Status | DOE013- Reason for Enrollment |
|---|---|---|
| **01** District is/has been financially responsible for the student and the student is/has been enrolled in the district during the current school year. (RECEIVING) | **01** Enrolled | **01** Resident/Member |
| | **04** Graduated with Competency Determination | **02** School Choice |
| | **05** Permanent Exclusion | **03** Charter School |
| **02** District is/has been financially responsible for the student and the student is not/has not been enrolled in the district during the current school year. (SENDING) | **06** Deceased | **04** METCO |
| | **09** Reached Maximum Age | **05** Tuitioned in –Chapter 74 |
| | **10** Certificate of Attainment | **06** Tuitioned – out of state |
| **03** The district is not/has not been financially responsible for the student and the student is/has been enrolled in the district during the current school year. (RECEIVING) | **11** Completed grade 12 and district-approved program. | **07** Tuitioned out – Private School or Collaborative program |
| | **20** Transferred – In-state public | **08** Tuitioned in – Paid by parent/guardian |
| | **21** Transferred – In –state private | **09** Tuitioned in – Waived by local agreement |
| | **22** Transferred – Out-of-State (public or private) | **10** Tuitioned in – Agreement with another in-state district |
| | **23** Transferred – Home-schooled | **11** Foreign Exchange |
| | **24** Transferred – Adult Diploma program, leading to MA diploma. | |
| | **30** Dropout – Enrolled in a non-diploma granting adult education program | |
| | **31** Dropout – Entered Job Corps | |
| | **32** Dropout – Entered the military | |
| | **33** Dropout – Incarcerated, district no longer providing educational services | |
| | **34** Dropout – left due to employment | |
| | **35** Dropout – Confirmed dropout, plans unknown | |
| | **36** Dropout – Student status/location unknown | |
| | **40** Not enrolled but receiving education services | |
| | **41** Transferred – no longer receiving special education services | |

**Table 3.**

| DOE011- Reason for Reporting | DOE012- Enrollment Status | DOE013- Reason for Enrollment |
|---|---|---|
| **01** District is/has been financially responsible for the student and the student is/has been enrolled in the district during the current school year. (RECEIVING) | **01** Enrolled | **01** Resident/Member |
| | **04** Graduated with Competency Determination | **02** School Choice |
| | **05** Permanent Exclusion | **03** Charter School |
| **02** District is/has been financially responsible for the student and the student is not/has not been enrolled in the district during the current school year. (SENDING) | **06** Deceased | **04** METCO |
| | **09** Reached Maximum Age | **05** Tuitioned in –Chapter 74 |
| | **10** Certificate of Attainment | **06** Tuitioned – out of state |
| **03** The district is not/has not been financially responsible for the student and the student is/has been enrolled in the district during the current school year. (RECEIVING) | **11** Completed grade 12 and district-approved program. | **07** Tuitioned out – Private School or Collaborative program |
| | **20** Transferred – In-state public | **08** Tuitioned in – Paid by parent/guardian |
| | **21** Transferred – In –state private | **09** Tuitioned in – Waived by local agreement |
| | **22** Transferred – Out-of-State (public or private) | **10** Tuitioned in – Agreement with another in-state district |
| | **23** Transferred – Home-schooled | **11** Foreign Exchange |
| | **24** Transferred – Adult Diploma program, leading to MA diploma. | |
| | **30** Dropout – Enrolled in a non-diploma granting adult education program | |
| | **31** Dropout – Entered Job Corps | |
| | **32** Dropout – Entered the military | |
| | **33** Dropout – Incarcerated, district no longer providing educational services | |
| | **34** Dropout – left due to employment | |
| | **35** Dropout – Confirmed dropout, plans unknown | |
| | **36** Dropout – Student status/location unknown | |
| | **40** Not enrolled but receiving education services | |
| | **41** Transferred – no longer receiving special education services | |

# APPENDIX J:
# DOE037 Massachusetts Recommended Core Curriculum

On March 27, 2007 Commissioner Driscoll recommended the following course of study to the Massachusetts Board of Education. On November 27, 2007 the Board of Education voted to approve MassCore. Please check the ESE website at: http://www.doe.mass.edu/hsreform/masscore/ for additional information.

| **MassCore** | |
|---|---|
| *Massachusetts High School Program of Studies* | |
| **English/ Language Arts** | **4 Units*** |
| *Mathematics* | **4 Units** |
| | Including the completion of Algebra II or completion of the Integrated Math equivalent. All students are recommended to take a math course during their senior year. |
| *Science* | **3 Units of lab-based science** |
| | **Coursework taken in technology/engineering may count for MassCore science credit. Note: The Board of Higher Education admissions standards for public colleges and universities require three (two lab-based) physical and natural science units and do not currently recognize technology/engineering as a science course.** |
| **History/Social Science** | **3 Units** |
| | Including US History and World History. |
| **Foreign Language**** | **2 Units** |
| | Of the same language. |
| **Physical Education** | As required by law |
| | State law (M.G.L. c. 71,s. 3) states: "Physical education shall be taught as a required subject in all grades for all students."<br>Health can be integrated into Physical Education, science, or taught as a stand-alone course. |
| **The Arts**** | **1 Unit** |
| **Additional Core Courses** | **5 Units** |
| | Business Education, Career and Technical Education (CTE), Health, Technology (e.g., computer science, desktop publishing, multi-media and web design), or any of the subjects above. Note: Most students majoring in CTE will take more than 5 units in a CTE program of study. |
| | **22 Units - Is a minimum that students should take in high school** |

| | |
|---|---|
| **Additional Learning Opportunities** | **Complete as many of the following as possible:** |
| | Advanced Placement (AP); Capstone or Senior Project; Dual Enrollment courses taken for both high school and college credit; Online courses; Service Learning; and Work-based Learning. |

*A unit represents a full academic year of study or its equivalent in a subject that covers all the standards contained in a specific Curriculum Framework.

** Students enrolled in a state-approved Career and Technical Education program of studies have the option of opting out of Foreign Language and Art and still fulfill MassCore.

MassCore is the recommended program of study that Massachusetts high school students need in order to be better

prepared for college and a career. Developed by a statewide advisory group from the K-12, higher education and business sectors, MassCore maintains flexibility for students and high schools while allowing districts to set additional graduation requirements. Courses included in MassCore should be rigorous, engaging, and based on appropriate Massachusetts Curriculum Frameworks high school level standards.

## Revision History

| Version | Date Posted | Date of Change | Description |
|---|---|---|---|
| | | 8/10/16 | • Reviewed GEK |
| 7.1 | | 5/20/16 | • Added SIF section for all current elements |
| 7.0 | | 4/20/16 | • DOE009 updated to add Non-Binary<br>• DOE020 updated to note SIF use of Homeless flag.<br>• DOE041 added new SIF element<br>• Added SIF section to updated elements |
| 6.0 | | 1/6/16 | • DOE006 and DOE007 description of acceptable values changed to reflect DOB format mm/dd/yyyy is the required format. All districts already using this date format. |
| 6.0 | | 8/18/15 | • DOE012 description of value 05 changed from "permanently excluded" to "expelled"<br>• Added notes on DOE019 Low Income Status<br>• Added note about Foreign Exchange Students to DOE025 |
| 6.0 | | 8/15/15 | • Added DOE030 Non-Instructional Title I Targeted Assistance Services |
| 5.0 | | 6/4/2015 | • DOE021 updated for PK and SP (has to equal 00) |
| 5.0 | | 9/10/2014 | • Updated language for DOE021 through DOE026 |
| 4.2 | | 5/20/2014 | • Updated Appendix D, F & G |
| 4.1 | | 4/1/2014 | • Added DOE029 – Military Family |
| 4.0 | | 09/12/13 | • Changed description of DOE027 to include Innovation and Charter Locations as well Alternative Education Programs |
| 3.2 | | 05/10/13 | • Adjusted description of DOE012=36 to also mean "status unknown"<br>• Reformatted country table |
| 3.1 | | 10/01/12 | • Fixed Table of Contents |
| 3.1 | | 09/21/12 | • Fixed page numbering<br>• Added 02,01,02 to valid submission combinations in Appendix I |
| 3.1 | | 08/24/12 | • Added Southfield (353) to valid town codes APPENDIX A: DOE014 City/Town of Residence Codes |
| 3.1 | | 08/07/12 | • Discontinued DOE045-DOE051<br>• Updated Appendix B with current ISO codes<br>• Removed Appendix H (AP Course Codes) |
| 3.0 | | 03/07/12 | • DOE022 – Removed archaic CFR reference<br>• DOE47-DOE051 – Changed maximum length to 5 and expanded documentation of NCES course code usage. |
| 3.0 | | 12/07/11 | • Moved Revision History to end<br>• Added date to header |

| Version | Date Posted | Date of Change | Description |
|---|---|---|---|
| | | 09/20/11 | • Sent for posting. Changed date to 9/20/2011.<br>• DOE006 – changed "between 3 and 22 years old" to "between 3 and 21 years old".<br>• DOE008 – removed "or abbreviations" from Acceptable Values/Code Description. Changed e.g. from Saint Louis to St Louis. (no punctuation)<br>• DOE012 – Added "or GED" to code 30.<br>Under Notes: Changed "22" years old to "21".<br>Dependencies: Added "MASS Core Curriculum cannot=00".<br>• DOE015 – Removed Note #2: School code 08990000 is no longer accepted. Please enter a valid private school code from the link above.<br>Added the note: Please use school code 09200300 for DYS and school code 09200500 for Incarcerated.<br>• DOE017 – changed Number of day from 1-161 to 0-161.<br>Changed Note #5: 555 — Used for summer exits only (summer graduates, dropouts, transfers, etc).<br>• DOE018 – Added Note: "0 is not an acceptable value."<br>Changed Note #4: 555 — Used for summer exits only (summer graduates, dropouts, transfers, etc).<br>• DOE020 – Changed Note #3: Data will be checked against the Department's School Title I status listed on the School and District Profile page: http://www.profiles.doe.mass.edu<br>• DOE021 – Bolded sentence: "**Code all Pre-Kindergarten students as 00**".<br>• DOE022 – Deleted two notes under **Acceptable Values/Code Description**. They are repeated in the **Notes**.<br>1. Columbia, Guam, American Samoa, the Virgin Islands, the Northern Mariana Islands, or the Trust territory of the Pacific Islands." (34CFR Part 58.11)<br>2. Report the last known immigrant status for students who are not enrolled in the district at the time of reporting or whose immigrant status has changed over time.<br>• DOE024 – Added Dependency: If DOE024=267 then DOE025 (Limited English Proficiency) has to = 00.<br>• DOE026 – Added Dependency: If DOE026=01, 03, or 04, then DOE025 (Limited English Proficiency) has to = 01.<br>• DOE033 – Changed first sentence in first Dependency: If DOE012 = 04, then DOE033 cannot = 500 and DOE037 cannot=00. |

| Version | Date Posted | Date of Change | Description |
|---|---|---|---|
| | | | • DOE035 – Removed all **Discontinued** codes. (01, 03, 05, 13.)<br>• DOE037 – Changed Note: Removed "draft version" and replaced with "list".<br>Added Dependency: If DOE012=04, then DOE033 cannot = 500 and DOE037 cannot = 00.<br>• DOE040 – Added note: 09 can only be used for initial evaluations, not for re-evaluations.<br>• DOE042 – Removed all "Discontinued" codes. (01, 03)<br>Changed Dependency to: If DOE42 = 02, then DOE35 cannot = 00.<br>Removed Note #2.<br>• Appendix I – Shaded 11 – Foreign Exchange. (Table 3)<br>• Global replaced all instances of the "Department of Education" with the "Department of Elementary and Secondary Education". |
| | | 9/19/11 | • DOE032 – added a Dependency:<br>If a student was reported as special education (DOE032=30-48) or previously special education (DOE032=01) in a prior SIMS submission, in the school year the student must continue to be reported as special education or previously special education. |
| | | 9/7/11 | • Page 3: Changed:<br>"You will notice that there are four data elements that have been discontinued and are to be populated with a placeholder of "500."<br>To:<br>"You will notice that there are three data elements that have been discontinued and are to be populated with a placeholder of "500".<br>• Page 3: Took out "eleven" and replaced with "ten".<br>• Page 30: Changed "Emergency Immigration Education Program (DOE22)" to "Immigrant Status (DOE022)". |
| | | 8/24/11 | • Replaced Appendix E with new text and decision tree from SPED for 3-5 year olds.<br>• Removed (previously 40, 41, 50, 60, 70, 90) language from DOE032.<br>• DOE037 – removed "This information should not be reported in October 2007 for summer graduates. This information applies to the class of 2008." From the Notes. |
| | | 08/09/11 | • Updated DOE052 – Replaced 'truant' language with 'days of unexcused absences'. |
| | | 07/28/11 | • Updated Appendix E - Determining Special Education Placement for 3–5 year olds<br>• Replaced EC Environments Decision Tree graphic. |

| Version | Date Posted | Date of Change | Description |
|---|---|---|---|
| | | 07/28/11 | • DOE031 - Updated Values and added Dependency text.<br>• DOE032 – Updated Values and added Dependency text.<br>• DOE039 – Reactivated from DISCONTINUED. Added a new Description, Values, and Dependency text. |
| 3.0 | | 07/28/11 | • Inserted and started a Revision History. |