

Student Test Update File Field Definitions



Version 1.0

**Spring 2019 Administration
CMAS Science, Social Studies, Mathematics,
and English Language Arts (including CSLA)**



Document Revisions

Revision Date	CMAS Version	Description
3/4/2019	.0	Initial Version
3/18/2019	1.0	Applied CDE edits and posted

If assistance is needed, call 1-888-687-4759 or visit <https://co.pearsonaccessnext.com/>, sign in to your account, and select Contact COLORADO Support.

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The purpose of this document is to provide the information needed to populate values in the Student Test Update (STU) data file and instructions for exporting and importing the file into PearsonAccess^{next}. The first section of this document has a checklist of tasks to complete before exporting and importing the file, Matching Criteria used to match STU records to student records currently in PearsonAccess^{next}, step-by-step instructions for importing the file into PearsonAccess^{next}, and Helpful Hints. The second section of this document contains a table with the list of fields present in the data file. This table also indicates if the field is required, field length requirements, Field Definitions, Notes/Validations, and expected values or criteria for entering valid values. It also contains CMAS content area-specific information for particular fields.

The Student Test Update file is used to update student test information **after** testing. Users should export a Student Test Update file, make updates, and then re-import. Populating a Student Test Update file from scratch is not recommended.

Checklist Prior to File Import		
1	Receive a PearsonAccess ^{next} User Account. The Student Test Update Add-on Role is needed in order to export and import a Student Test Update file.	<input type="checkbox"/>
2	After making any updates, verify student demographic fields used for matching criteria are the same between the exported and updated STU data file and what is currently populated in PearsonAccess ^{next} .	<input type="checkbox"/>
3	Verify that all required fields are populated.	<input type="checkbox"/>
4	All expected values match the values found in this document. Bolded text in the Expected Values column must be entered exactly as it appears.	<input type="checkbox"/>
5	Do not delete the header row.	<input type="checkbox"/>
6	Import the file as a Comma Delimited File (.csv file extension) or Fixed File (.txt file extension).	<input type="checkbox"/>

Important

Read the file layout Field Definitions and Notes carefully to prevent records from encountering cross validation errors.

The Updateable Column indicates if the field can be updated via a Student Test Update file import. Some fields are not updateable in the Student Test Update file because these fields are validated against the form the student was assigned for testing. These fields cannot be changed post testing.

Make sure to export a Student Test Update file, apply updates, and then re-import the file. If data is present in PearsonAccess^{next} and the data field is updateable on the Student Test Update file, then any values changes (including blank values) on the import file, will overwrite the data in PearsonAccess^{next}.

If the field is listed as not updateable, then any changes to the field values will be ignored during a file import.



Helpful Hints:

- If using Microsoft Excel and a .csv file, it is recommended that the source file is saved as an Excel spreadsheet to keep formatting. Prior to each import attempt, save the data file as an Excel spreadsheet. Then save again as a .csv file. If an error is encountered, make the updates in the source Excel spreadsheet and save, and then save again as a .csv file. Repeat as necessary.
- It is recommended to always work from a recently exported STU file.
- A file may contain records with or without errors. Records without errors are imported into PearsonAccess^{next}. Records with errors need to be corrected and re-imported into PearsonAccess^{next}. If errors are discovered, the initial import file may be reused by leaving the records without errors in the file, and correcting only the records with errors. When re-importing this file, PearsonAccess^{next} treats the records without errors as updates, even if no values changed. This will not cause any issues.



Student Matching Rules

When student data is imported into PearsonAccess^{next}, demographic fields are used to identify unique students. When data is updated in PearsonAccess^{next}, matching rules are applied to these fields to identify if records currently exist within the system. The table below provides information on the fields used for matching and whether they are updateable through an STU Import.

Core Demographic Fields	Match Hierarchy Level	How Matching Works	Can this field be updated via Student Registration File Import?	Definitions and Notes
Pearson ID	1	Record will match if Pearson ID and at least two of the following Core Demographic Fields Match: <ul style="list-style-type: none"> • State Student Identifier • Local Student Identifier • Last or Surname • First Name • Sex • Birthdate 	No. The Pearson ID is generated by PearsonAccess ^{next} and cannot be modified by end users.	Unique Pearson ID that will move intra state if a student moves district to district or school to school. Assigned within PearsonAccess ^{next} .
State Student Identifier	2	If Pearson ID is blank; Record will match if State Student Identifier and at least two of the following Core Demographic Fields Match: <ul style="list-style-type: none"> • Local Student Identifier • Last or Surname • First Name • Sex • Birthdate 	No. The State Student Identifier cannot be updated by importing a Student Test Update file. However, it can be updated through the PearsonAccess ^{next} user interface.	A unique number or alphanumeric code assigned to a student by a state or any other entity.
Local Student Identifier		This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels. *Note this is not a required field	Yes. The Local Student Identifier value can be updated if the Pearson ID and/or State Student Identifier and at least two of the following Core Demographic Fields match: <ul style="list-style-type: none"> • Last or Surname • First Name • Sex • Birthdate 	A unique number or alphanumeric code assigned to a student by a school system or any other entity.
Last or Surname		This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels. (Note, only the first 10 characters are used to match on the Last or Surname Field)	Yes. The Last or Surname value can be updated if the Pearson ID and/or State Student Identifier and at least two of the following Core Demographic Fields match: <ul style="list-style-type: none"> • Local Student Identifier • First Name • Sex • Birthdate 	The full legal last name borne in common by members of a family.

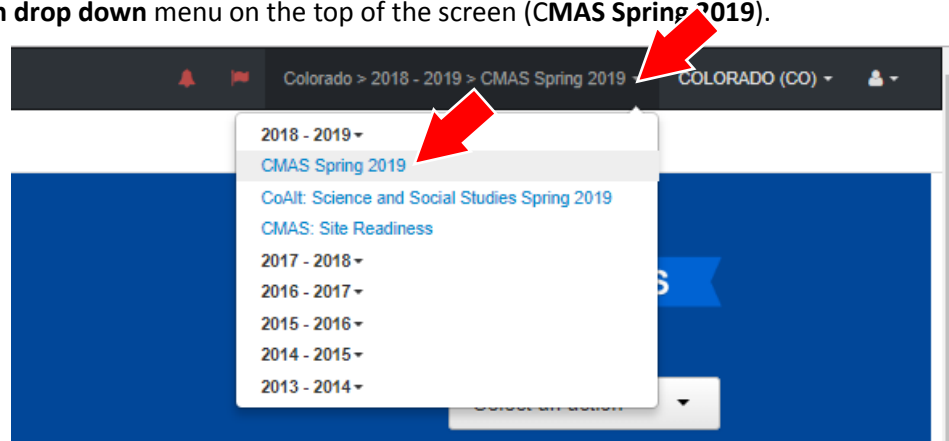


Core Demographic Fields	Match Hierarchy Level	How Matching Works	Can this field be updated via Student Registration File Import?	Definitions and Notes
First Name		<p>This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels.</p> <p>(Note, only the first 8 characters are used to match on the First Name Field)</p>	<p>Yes. The First Name value can be updated if the Pearson ID and/or State Student Identifier and at least two of the following Core Demographic Fields match:</p> <ul style="list-style-type: none"> • Local Student Identifier • Last or Surname • Sex • Birthdate 	<p>The full legal first name given to a person at birth, baptism, or through legal change.</p>
Sex		<p>This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels.</p>	<p>Yes. The Sex value can be updated if the Pearson ID and/or State Student Identifier and at least two of the following Core Demographic Fields match:</p> <ul style="list-style-type: none"> • Local Student Identifier • Last or Surname • First Name • Birthdate 	<p>The concept describing the biological traits that distinguish the males and females of a species.</p>
Birthdate		<p>This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels.</p>	<p>Yes. The Birthdate value can be updated if the Pearson ID and/or State Student Identifier and at least two of the following Core Demographic Fields match:</p> <ul style="list-style-type: none"> • Local Student Identifier • Last or Surname • First Name • Sex 	<p>The year, month and day on which a person was born.</p>

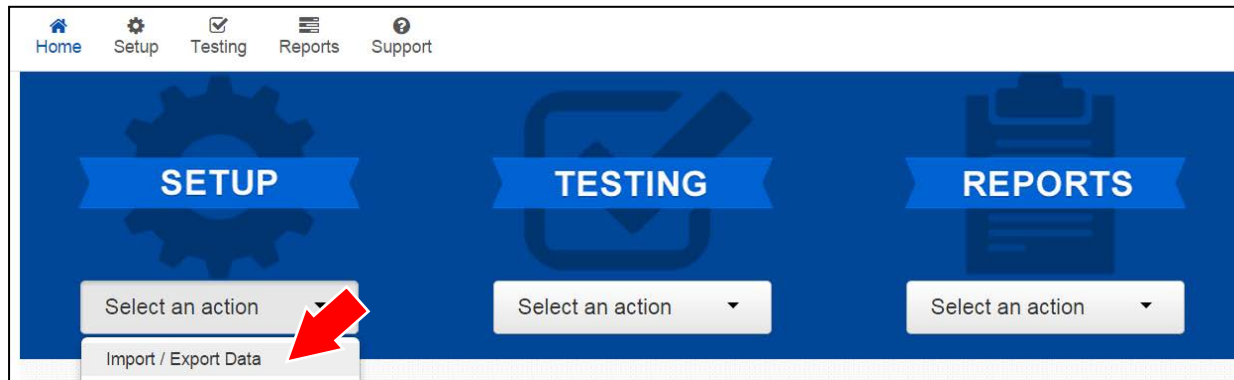


Export a Student Test Update File

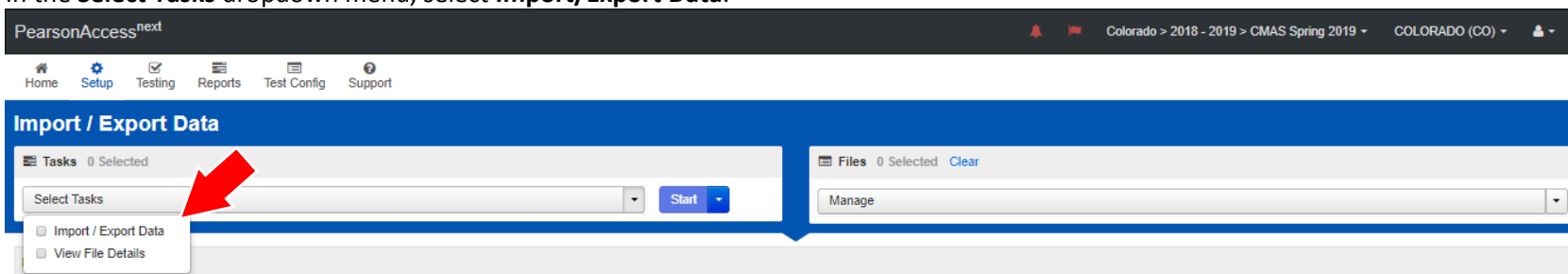
1. Log into PearsonAccess^{next}.
2. Select the **admin** from the **admin drop down** menu on the top of the screen (**CMAS Spring 2019**).



3. In the **SETUP** section, click on the **Select an action** dropdown menu, and then select **Import/Export Data**.



4. In the **Select Tasks** dropdown menu, select **Import/Export Data**.





5. Select **Start**.

PearsonAccess^{next} Colorado > 2018 - 2019 > CMAS Spring 2019 COLORADO (CO)

Home Setup Testing Reports Test Config Support

Import / Export Data

Tasks 0 Selected Start

Files 0 Selected Clear

Select Tasks Manage

- Import / Export Data
- View File Details

6. In the **Type** dropdown menu, select **Student Test Update Export**.

Tasks for Importing and Exporting Add Task Previous Task Next Task Exit Tasks

Import / Export Data

Type*

- Organization Export
- Organization Import
- Organization Participation Export
- Organization Participation Import
- Student Registration Export
- Student Registration Import
- Student Test Update Export**
- Student Test Update Import
- User Export
- User Import

7. In the **File Layout Type** dropdown menu, select the type of file to be exported (.csv or Fixed).

Type* Student Test Update Export

File Layout Type CSV

- CSV
- Fixed

Include Tests In Progress

Process Cancel



8. Select all the filter values.


A screenshot of a web form titled 'Type*'. It contains two dropdown menus: 'Student Test Update Export' and 'CSV'. Below these are three checkboxes, all of which are checked: 'Include Attempts', 'Include Test Assignments', and 'Include Tests In Progress'. A red rectangular box highlights these three checkboxes, and a red arrow points from the right side of the box towards the 'Process' button. At the bottom of the form are two buttons: 'Process' (in blue) and 'Cancel' (in grey).

9. Click **Process** to submit the selected file.

A screenshot of the same web form as in the previous step. The 'Type*' dropdown is set to 'Student Test Update Export' and the 'File Layout Type' dropdown is set to 'CSV'. The three checkboxes ('Include Attempts', 'Include Test Assignments', and 'Include Tests In Progress') are all checked. A red arrow points from the right side of the 'Include Tests In Progress' checkbox area towards the 'Process' button. The 'Process' button is highlighted in blue, and the 'Cancel' button is in grey.



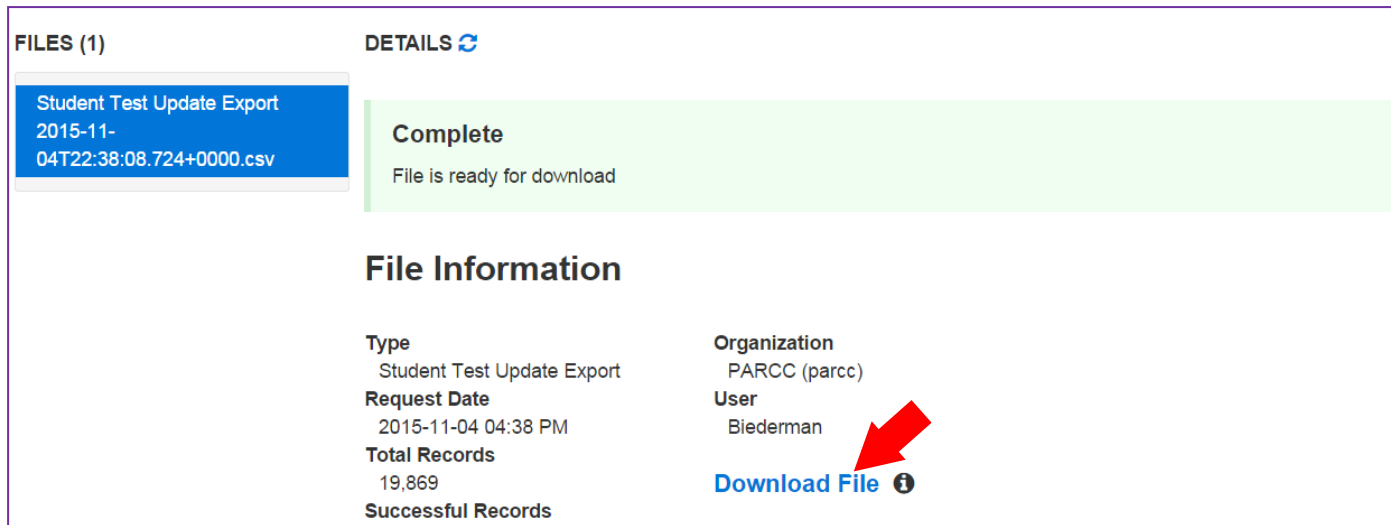
Checking the status of an exported file

The **View File Details** screen appears after selecting **Process**. This screen displays the processing status. Select the  icon to refresh the screen.




The screenshot shows the 'Tasks for Importing and Exporting' interface. At the top, there are navigation buttons: '+ Add Task', '< Previous Task', 'Next Task >', and 'Exit Tasks x'. Below this is a 'View File Details' tab. The main content area is divided into two sections: 'FILES (1)' on the left and 'DETAILS' on the right. The 'FILES (1)' section contains a blue box with the text 'Student Test Update Export 2015-11-04T22:38:08.724+0000.csv'. The 'DETAILS' section shows the status 'Processing' and the message 'File is currently being processed'. A red arrow points to a refresh icon (a circular arrow) next to the 'DETAILS' header.

After the file processes, the **View File Details** screen displays a **Complete** message, and the number of **Successful Records** is indicated. The number of **Error Records** is also indicated.



The screenshot shows the 'View File Details' screen after the file has been processed. The 'FILES (1)' section on the left still shows the file 'Student Test Update Export 2015-11-04T22:38:08.724+0000.csv'. The 'DETAILS' section on the right now shows a green background with the status 'Complete' and the message 'File is ready for download'. Below this is a 'File Information' section with the following details:

Type	Student Test Update Export	Organization	PARCC (parcc)
Request Date	2015-11-04 04:38 PM	User	Biederman
Total Records	19,869	Download File	
Successful Records			

A red arrow points to the 'Download File' link.



Import a Student Test Update File

1. On the **Import/Export Task** screen, select **Student Test Update Import**.

Tasks for Importing and Exporting

Import / Export Data

Type*

- Student Test Update Import
- Organization Export
- Organization Import
- Organization Participation Export
- Organization Participation Import
- Student Registration Delete
- Student Registration Export
- Student Registration Import
- Student Test Update Export
- Student Test Update Import
- User Export
- User Import

2. In the **File Layout Type** dropdown menu, select the type of file to be imported (.csv or Fixed).

Type*

Student Test Update Import

File Layout Type

- CSV
- Fixed

Process Cancel

3. **Choose File** to select the file to import.

Tasks for Importing and Exporting

Import / Export Data View File Details

Type*

Student Test Update Import

File Layout Type

CSV

Source File

Choose File No file chosen

Additional e-mails

Enter a valid e-mail address

Ignore Error Threshold

Process Reset



4. Once you see the correct .csv file listed, click **Process** to submit the selected file.


Type*
Student Test Update Import

File Layout Type
CSV

Source File
Choose File Test Update.csv

Process Cancel

Checking the status of an imported file

The **View File Details** screen appears after selecting **Process**. This screen displays the processing status. Select the  icon to refresh the screen.

Tasks for Importing and Exporting

Import / Export Data View File Details

FILES (1)

Student Test Update.csv


DETAILS 

Pending
File is queued for processing.

After the file processes, the **View File Details** screen displays a **Complete** message, and the number of **Successful Records** is indicated. The number of **Error Records** is also indicated.

FILES (1)

Student Test Update.csv

DETAILS 

Complete
Saved information for all records in the file.

File Information

Type	Student Test Update Import	Organization	PARCC (parcc)
Name	Student Test Update.csv	User	Biederman
Request Date	2015-11-04 04:56 PM		
Total Records	450	Download File ⓘ	
Successful Records	450	Download Students Created ⓘ	
Error Records	0		



Any errors are displayed at the bottom of the screen. There is an option to download a file with just the records that contained an error in order to resolve these records and import them. There is also an option to view a list of error messages (without the records).

Errors

[Download Records in Error](#) ⓘ

[Download Error Messages](#) ⓘ

Record Number	Message
2	No matching organization could be found with code: IA-IA987654-1
3	No matching organization could be found with code: IA-IA987654-1

Helpful Hint:

A file may contain records with or without errors. The records without errors are imported into PearsonAccess^{next}. Correct records with errors and re-import into PearsonAccess^{next}. The initial import file may be reused by leaving the records without errors in the file, and correcting only the records with errors. When re-importing this file, PearsonAccess^{next} treats the records without errors as updates, even if no values changed. This does not cause any issues.



Student Data (Fields A – AV are consistent across all CMAS content areas. Starting with Column AW, some Field Notes, Validations, and Expected Values are broken out to identify appropriate information for each content area.)

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
Core Student Data							
A	State Abbreviation	Y	2			CO = Colorado	N
B	Testing District Code	Y	15	The Testing District responsible for administering the test for a student.	Error and reject record if organization does not exist and set to participate in administration within PearsonAccess ^{next} .	A-Z 0-9 Identifier Length: Colorado = 4	N
C	Testing School Code	Y	15	The Testing School responsible for administering the test for a student.	Error and reject record if organization does not exist and set to participate in administration within PearsonAccess ^{next} .	A-Z 0-9 Identifier Length: Colorado = 4	N
D	Responsible District Code	N	*15 *See Field Notes and Validations	The district responsible for specific educational services and/or instruction of the student.	*Only populate this field if the Responsible District is different than Testing District. If this field is left blank, it is assumed the Testing District is also the Responsible District. District or a Non-School/Private/Charter reporting directly to the State Error and reject record if organization does not exist and set to participate in administration within PearsonAccess ^{next} .	A-Z 0-9 Blank Identifier Length: Colorado = 4	Y
E	Responsible School Code	N	*15 *See Field Notes and Validations	The school responsible for specific educational services and/or instruction of the student.	*Only populate this field if the Responsible School is different than Testing School. If this field is left blank, it is assumed the Testing School is also the Responsible School. School/Institution reporting to a District Error and reject record if organization does not exist and set to participate in administration within PearsonAccess ^{next} .	A-Z 0-9 Blank Identifier Length: Colorado = 4	Y
F	State Student Identifier (SASID)	Y	10	A unique number or alphanumeric code assigned to a student by CDE. (SASID)	Error and reject record if blank. Error and reject record if SASID does not meet the 10 digit character length.	A-Z 0-9 No embedded spaces	N
G	Local Student Identifier	N	30	A unique number or alphanumeric code assigned to a student by a school system or any other entity.		A-Z 0-9 No embedded spaces Blank	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
H	Pearson ID	N	36	Unique student code assigned by the system.	Assigned within PearsonAccess ^{next} .		N
I	Last or Surname	Y	35	The full legal last name borne in common by members of a family.		A-Z 0-9 . - ' (Standard Apostrophe) Embedded Spaces	Y
J	First Name	Y	35	The full legal first name given to a person at birth, baptism, or through legal change.		A-Z 0-9 . - ' (Standard Apostrophe) Embedded Spaces	Y
K	Middle Name	N	35	A full legal middle name given to a person at birth, baptism, or through legal change.		A-Z 0-9 . - ' (Standard Apostrophe) Embedded Spaces Blank	Y
L	Birthdate	Y	10	The year, month and day on which a person was born.		YYYY-MM-DD	Y
M	Sex	Y	1	The concept describing the biological traits that distinguish the males and females of a species.		F = Female M = Male	Y
N	Date First Enrolled in US School	N	20	The first date on which the student enrolled in a US public school.		YYYY-MM-DD Blank	Y
Student Registration							
O	Grade Level When Assessed	Y	2	The grade of a student when assessed.	The student's Grade Level must match the grade indicated as part of the Test Code or record will error.	03 = Third grade 04 = Fourth grade 05 = Fifth grade 06 = Sixth grade 07 = Seventh grade 08 = Eighth grade 11 = Eleventh grade	Y
P	Hispanic or Latino Ethnicity	N	1	An indication that the person traces his or her origin or descent to Mexico, Puerto Rico, Cuba, Central and South America, and other Spanish cultures, regardless of race.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if left blank. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
Q	American Indian or Alaska Native	N	1	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains cultural identification through tribal affiliation or community attachment.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if no race fields (Columns Q-U) have an expected value entered. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
R	Asian	N	1	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if no race fields (Columns Q-U) have an expected value entered. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
S	Black or African American	N	1	A person having origins in any of the black racial groups of Africa.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if no race fields (Columns Q-U) have an expected value entered. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
T	Native Hawaiian or Other Pacific Islander	N	1	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if no race fields (Columns Q-U) have an expected value entered. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
U	White	N	1	A person having origins in any of the original peoples of Europe, Middle East, or North Africa.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if no race fields (Columns Q-U) have an expected value entered. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
V	Filler Field	N	1		This field is a placeholder for possible future data.	N/A	N



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
W	Gifted and Talented	N	1	An indication that the student is participating in and served by a Gifted/Talented program.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if left blank. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
X	Migrant Status	N	1	Persons who are, or whose parents or spouses are, migratory agricultural workers, including migratory dairy workers, or migratory fishers, and who, in the preceding 36 months, in order to obtain, or accompany such parents or spouses, in order to obtain, temporary or seasonal employment in agricultural or fishing work (A) have moved from one LEA to another; (B) in a state that comprises a single LEA, have moved from one administrative area to another within such LEA; or (C) reside in an LEA of more than 15,000 square miles, and migrate a distance of 20 miles or more to a temporary residence to engage in a fishing activity.	This field is not required during import of student data. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
Y	Economic Disadvantage Status	N	1	An indication that the student met the State criteria for classification as having an economic disadvantage.	This field is not required during import of student data. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	Y = Yes N = No Blank	Y
Z	Student With Disabilities	N	3	A student with disability may only receive allowable accommodations if the student has an IEP or 504 plan.	While not required during import of student data, this field will create a Critical Warning in PA ^{next} if left blank. Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} . *Note: This field may be updated if validation is not broken on a dependent test record.	IEP = Student has IEP 504 = Student has 504 Plan N = No, student does not have IEP or 504 plan Blank	Y*



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
AA	Primary Disability Type	N* *See Field Notes and Validations	3	The major or overriding disability condition that best describes a person's impairment.	<p>*This field is ONLY required if Student With Disabilities field equals "IEP".</p> <p>If Student With Disabilities is IEP then this field will create a Critical Warning in PA^{next} if blank.</p> <p>Only users with the Sensitive Data Role can view/update this field after students are imported into PA^{next}.</p>	<p>AUT = Autism DB = Deaf-blindness DD = Developmental delay EMN = Emotional disturbance HI = Hearing impairment ID = Intellectual Disability MD = Multiple disabilities OI = Orthopedic impairment OHI = Other health impairment SLD = Specific learning disability SLI = Speech or language impairment TBI = Traumatic brain injury VI = Visual impairment Blank</p>	Y
AB	Homeless	N	20	Student meets the criteria of a homeless individual according to the 2001 McKinney-Vento reauthorization Act.	Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	<p>0 = No 3 = Yes and is in the physical custody of a parent or guardian 4 = Yes and is not in the physical custody of a parent or guardian (unaccompanied youth) Blank</p>	Y
AC	Language Background	N	20	Visit the following CDE link for a complete list of language background codes: http://www.cde.state.co.us/DataPipeline/org_language_codes.asp	<p>Three digit language Code 000 = N/A</p> <p>For a student using the Spanish Transadaptation of the Assessment accommodation (including CSLA), this field must equal SPA.</p> <p>Only users with the Sensitive Data Role can view/update this field after students are imported into PA^{next}.</p>	<p>A-Z 000 = N/A Blank</p>	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
AD	Language Proficiency	N	20	A student's English language proficiency is described by his or her ability to speak, listen, read, and write in English.	<p>While not required during import of student data, this field will create a Critical Warning in PA^{next} if left blank.</p> <p>This field is used to validate assignments of English learner accommodations (must be 1 = NEP OR 2 = LEP).</p> <p>If Language Proficiency is not blank, then Language Instruction Program field and Language Background field cannot be blank.</p> <p>Only users with the Sensitive Data Role can view/update this field after students are imported into PA^{next}.</p>	<p>0 = Not Applicable 1 = NEP - Non English Proficient 2 = LEP - Limited English Proficient 4 = PHLOTE - English Proficient 5 = FELL - Former ELL 6 = FEP - Monitor Year 1 7 = FEP - Monitor Year 2 8 = FEP - Exited Year 1 9 = FEP - Exited Year 2 Blank</p>	Y
AE	Language Instruction Program	N	20	Student is currently enrolled in language instruction program. Indicates the type of English language instructional program used to educate a student who is an English learner.	<p>*This field is ONLY required if Language Proficiency field is not blank. If Language Proficiency is not blank then this field will create a Critical Warning in PA^{next} if blank.</p> <ul style="list-style-type: none"> Students with a language background of English should be coded as 00 (No or Not Applicable). Students with a language background that is not English and have a Language Proficiency code of NEP (1), LEP (2), FEP (6-9) should have a valid non-zero (00) code for this field. Students who have a Language Proficiency code of FELL (5) should be coded as 00 (No or Not Applicable). Field cannot be blank for students who have a Language Proficiency code of FEP (8-9). Students may not be coded in more than one Language Instruction Program. If multiple programs are used to educate a student please use the one that is predominately used to educate the student. <p>Only users with the Sensitive Data Role can view/update this field after students are imported into PA^{next}.</p>	<p>00 = No or Not Applicable 01 = English as a Second Language (ESL) or English Language Development (ELD) 02 = Dual Language or Two-way Immersion 03 = Transitional Bilingual Education or Early-Exit Bilingual Education 04 = Content Classes with integrated ESL Support 05 = Newcomer programs 97 = Other 98 = Not in a Language Instruction Program, Parent Choice Blank</p>	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
AF	Title 1	N	20	Student receives Title 1 funding.	Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	0 = No 1 = Yes Blank	Y
AG	Continuous in District	N	20	Student has been enrolled in the district continuously since the October Count date for 2018-19 school year.	Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	0 = No 1 = Yes Blank	Y
AH	Continuous in School	N	20	Student has been enrolled in the school continuously since the October Count date for 2018-19 school year.	Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	0 = No 1 = Yes Blank	Y
AI	Expelled	N	20	Student is expelled from school or district.	Only users with the Sensitive Data Role can view/update this field after students are imported into PA ^{next} .	0 = No 1 = Yes (Expelled) Blank	Y
AJ	Filler Field	N	20	N/A	This field is a placeholder for possible future data.	N/A	N

Test Data

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
AK	Session Name	N	50	The description of the place where an assessment is administered.		A-Z a-z 0-9 - ' (Standard Apostrophe) .) (& / + embedded spaces Blank	N
AL	Class Name	N	45	The name of a group of students.		A-Z a-z 0-9 - ' (Standard Apostrophe) .) (& / + embedded spaces Blank	N



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
AM	Test Code	Y	5	Identifier assigned to the test name.	The student's Grade Level must match the grade indicated as part of the Test Code or record will error.	MAT03 = Grade 3 Math MAT04 = Grade 4 Math MAT05 = Grade 5 Math MAT06 = Grade 6 Math MAT07 = Grade 7 Math MAT08 = Grade 8 Math ELA03 = Grade 3 ELA/L ELA04 = Grade 4 ELA/L ELA05 = Grade 5 ELA/L ELA06 = Grade 6 ELA/L ELA07 = Grade 7 ELA/L ELA08 = Grade 8 ELA/L SLA03 = Grade 3 CSLA SLA04 = Grade 4 CSLA SS04S = Grade 4 Social Studies SC05S = Grade 5 Science SS07S = Grade 7 Social Studies SC08S = Grade 8 Science SCHSS = High School Science	N
AN	Test Format	Y	1	Format of the Test	Paper = Paper-based Testing (PBT) Online = Computer-based Testing (CBT)	P = Paper O = Online	N
AO	Filler Field	N	1	N/A	This field is a placeholder for possible future data.	N/A	N
AP	Separate/Alternate Location	N	1	Student tested in specially-assigned location. (Reporting this administrative consideration is optional)		Y = Yes Blank	Y
AQ	Small Group Testing	N	1	Student is tested in a separate location with a small group of students with matching accessibility features or accommodations/testing needs as appropriate. Check individual state policies on the maximum number of students that are allowed in a small testing group. (Reporting this administrative consideration is optional)		Y = Yes Blank	Y
AR	Specialized Equipment or Furniture	N	1	Student is provided specialized equipment or furniture needed for a successful testing environment (e.g., low lighting; adaptive seat; etc.). (Reporting this administrative consideration is optional)		Y = Yes Blank	Y
AS	Specified Area or Setting	N	1	Student is tested in a specialized area or setting (e.g., front of the classroom; seat near the door; library observation room; etc.). (Reporting this administrative consideration is optional)		Y = Yes Blank	Y
AT	Time of Day	N	1	Student is tested during a specific time of day based on their individual needs (e.g., ELA in the morning; no testing after lunch; etc.). (Reporting this administrative consideration is optional)		Y = Yes Blank	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
AU	Color Contrast	N	2	Defines as part of an Assessment Personal Needs Profile the access for preference to invert the foreground and background colors.	No updates will be made to PearsonAccess ^{next} from Student Test Import file.	01 = black font on cream background 02 = black font on light blue background 03 = black font on light magenta background 04 = white font on black background 05 = yellow font on blue background 06 = low contrast color, dark gray font on pale green background 07 = locally provided color overlay for the student to place over their paper test Blank	N
AV	Filler Field	N	1	N/A	This field is a placeholder for possible future data.	N/A	N
AW	Assistive Technology with Braille	N	1	Used to assign the form administered for computer-based testing when an assistive technology application is needed for students with visual impairments . Note: Only for use by students with visual impairment including blindness. This form allows Screen Reader Assistive Technology Applications (3rd party external support, such as Jaws and NVDA, intended for students who are blind) to be used for CBT math and ELA. The Screen Reader is used for browser navigation and access to content.	Mathematics and ELA Only No updates will be made to PearsonAccess ^{next} from Student Test Import file.	Y= Yes Blank Online Only	N
AX	Assistive Technology	N	1	Used to assign the form administered for computer-based testing when an assistive technology application is needed for students without visual impairments . This form allows Assistive Technology Applications to be used for CBT math and ELA assessments.	Mathematics and ELA Only No updates will be made to PearsonAccess ^{next} from Student Test Import file.	Y= Yes Blank	N
AY	FILLER	N	1	N/A	This field is a placeholder for possible future data.	N/A	N
AZ	FILLER	N	1	N/A	This field is a placeholder for possible future data.	N/A	N



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
BA	Large Print	N	1	A Large Print test booklet is provided with text increased 150% to an 18 point font.	<p>Pearson to provide Large Print booklet for student to read. Standard edition test booklet or answer document included in large print kit so the student's responses can be transcribed and submitted for scoring.</p> <p>If expected value = "Y"; then the following criteria must be met or the record will error:</p> <ul style="list-style-type: none"> • Test Format = "P" • AND Student with Disabilities = "504" or "IEP". 	Y = Yes Blank	Y
BB	Braille	N	2	A hard copy Braille test booklet is provided with embedded tactile graphics.	<p>If expected value = "01" then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Test Format = "P", • Student with Disabilities = "504" OR "IEP", • AND Large Print = blank. 	01 = UEB/Unified English Braille Blank	Y
BC	Calculation Device and/or Math Charts and/or Counters Math: Approved UAR required	N	1	The student is allowed to use a calculator as an accommodation, including for items in test sections designated as non-calculator sections. In addition, an arithmetic table (including addition/ subtraction and/or multiplication/division charts), and/or manipulatives may be used.	<p>Mathematics Only</p> <p>If expected value = "C", "T", OR "B"; then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Test Code = Mathematics Subject • AND Student with Disabilities = "504" OR "IEP". 	<p>C = Uses calculator on non-calculator section T = Uses math charts and/or counters on non-calculator section B = Uses both calculator and math charts and/or counters on non-calculator section Blank</p>	Y
BD	Scribe for ELA Constructed Response ELA Scribe: Approved UAR required	N	2	The student's response is captured by an external Speech to Text device, external AT device, Human Scribe or Signer for Constructed Response item types.	<p>ELA and CSLA Only</p> <p>If expected value = "01" OR "04"; then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Student with Disabilities = "504" OR "IEP" • AND Test Code = ELA or SLA Subject. <p>If expected value = "02" OR '03"; then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Student with Disabilities = "504" OR "IEP", • Unique Accommodation = "Y", • AND Test Code = ELA or SLA Subject. 	<p>01 = Speech-to-Text 02 = Scribe 03 = Signer 04 = External AT Device Blank</p>	N
BE	Scribe for ELA Selected Response	N	2	The student's response is captured by an external Speech to Text device, external AT device, Scribe or Signer for Selected Response or Technology Enhanced items types.	<p>ELA and CSLA Only</p> <p>If expected value = "01"- "04"; then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Test Code = ELA or SLA Subject • AND Student with Disabilities = "504" OR "IEP". 	<p>01 = Speech-to-Text 02 = Scribe 03 = Signer 04 = External AT Device Blank</p>	N
BF	Scribe for Math, Sc, SS	N	2	The student's response is captured by an external Speech to Text device, external AT device, Scribe or Signer.	<p>Mathematics, Science and Social Studies Only</p> <p>If expected value = "01"- "04"; then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Test Code = Math, Sci, or SS Subject • AND Language Proficiency = "1" OR "2" • OR Student with Disabilities field = "504" OR "IEP". 	<p>01 = Speech-to-Text 02 = Scribe 03 = Signer 04 = External AT Device Blank</p>	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
BG	Word Prediction	N	1	The student uses a word prediction external device that provides a bank of frequently- or recently-used words as a result of the student entering the first few letters of a word.	<p>ELA, Science and Social Studies Only</p> <p>If expected value = "Y"; then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Test Code = ELA, Sci, or SS Subject • AND Student with Disabilities = "504" or "IEP". 	Y = Yes Blank	Y
BH	Administration Directions Read Aloud/Clarified in Student's Native Language	N	3	The test administrator reads aloud, and repeats as needed, test directions in the student's native language.	<p>Spanish directions available on Avocet. Other native language directions must be translated locally.</p> <p>If expected value = "SPA" OR "HT", then the following criteria must be met or record will error:</p> <ul style="list-style-type: none"> • Language Proficiency = "1" OR "2". 	SPA = Spanish HT = Translator Blank	Y
BI	Non-English Response	N	2	<p>The student responds in their native language.</p> <ul style="list-style-type: none"> • Spanish written responses do not require transcription • Spanish oral responses require a scribe • Written responses in languages other than English or Spanish require transcription <p>Oral responses in languages other than English or Spanish require a scribe and transcription</p>	<p>Mathematics, Science and Social Studies Only</p> <p>If expected value = "01"- "04"; then Language Proficiency must = "1" OR "2" or record will error.</p> <ul style="list-style-type: none"> • If Non-English Response = "02" and Spanish Transadaptation = "SPA" then Students With Disability must = "504" OR "IEP" or record will error. 	<p>01 = Spanish – Written</p> <p>02 = Spanish – Oral (Scribe Only)</p> <p>03 = Lang other than Eng/Spa – Written (Transcription)</p> <p>04 = Lang other than Eng/Spa – Oral (Scribe and Transcription)</p> <p>Blank</p>	Y
BJ	Spanish Transadaptation of the Assessment	N	3	Used to assign/order a Spanish form of the assessment.	No updates will be made to PearsonAccess ^{next} from Student Test Import file.	SPA = Spanish Blank	N
BK	Word-to-Word Dictionary (English/Native Language)	N	1	The student uses a published word-to-word hand-held dictionary.	If expected value = "Y"; then Language Proficiency must = "1" OR "2" or record will error.	Y = Yes Blank	Y
BL	Text-to-Speech ELA Text-to-Speech: Approved UAR required	N	2	<p>Used to assign the online form of the assessment with embedded auditory presentation. Through text-to-speech (TTS), on-screen text is read aloud to the student by means of embedded audio software.</p> <p>Notes:</p> <ul style="list-style-type: none"> • This form is only to be used by students who receive auditory presentation of text during instruction and classroom-based assessment. • TTS is not intended to support students who are blind. 	No updates will be made to PearsonAccess ^{next} from Student Test Import file.	<p>01 = Text -to-Speech for ELA</p> <p>02 = Text-to-Speech for non-ELA subjects</p> <p>Blank</p>	N



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
BM	Auditory Presentation: Oral Script (Reader/Signer)	N	2	<p>The test is read aloud or signed to the student by the test administrator for paper-based testing. This field is used to order the appropriate oral script for paper-based testing*.</p> <p>Important Notes:</p> <p>*CBT all subjects - Under certain circumstances oral scripts are available for computer-based testing. Students requiring a signed presentation or an auditory presentation (AP) in a language other than English or Spanish (math, science, and social studies only) must be placed in a specific oral script test session. To do this, change the Session Name field to a different value to automatically place students requiring a computer-based test with oral script in a separate session. Once created, the session will need the Form Group Type to be manually switched to "Oral Script" under Edit Sessions screen in PearsonAccess^{next}.</p>	<p>Import will add leading zero if single value present example 1 or 01 will be accepted as valid</p> <p>If 'Auditory Presentation: Oral Script (Reader/Signer)' does not = blank, then the following fields must be blank:</p> <ul style="list-style-type: none"> - Text-To-Speech - Assistive Technology with Braille - Assistive Technology <p>If 'Auditory Presentation: Oral Script (Reader/Signer)' = '02'; then Test Type must = 'P'</p> <p>ELA RULE: If ' Auditory Presentation: Oral Script (Reader/Signer)' is not blank, and Test Subject = ELA or SLA, then 'Unique Accommodation' must = Y (this can only be done via the UI, not thru the SRI)</p>	<p>01 = Signer/Lang Other than Eng/Spa</p> <p>02 = Oral Script</p> <p>Blank</p>	Y
BN	Unique Accommodation	N	1	Populated if the student was approved for use of a unique accommodation through the CDE-UAR process.	No updates will be made to PearsonAccess ^{next} from Student Test Import file.	Y Blank	N
BO	Emergency Accommodation	N	2	An emergency accommodation for a student who incurs a temporary disabling condition that interferes with test performance shortly before or during the assessment window.		01 = Scribe 99 = Other Blank	Y
BP	Extended Time	N	6	Extended Time is provided to the student.	<ul style="list-style-type: none"> • If expected value equals "EL"; then Language Proficiency field must = "1" OR "2" or record will error. • If expected value equals "IEP504"; then the Student with Disabilities field must = "504" OR "IEP" or record will error. • If expected value equals "Both"; then the Student with Disabilities field must = "504" OR "IEP" AND Language Proficiency field must = "1" OR "2" or record will error. 	EL IEP504 Both Blank	Y
BQ	Student Test UUID	Y	36	System generated unique identifier assigned to the student test	<p>Then Student Test UUID is used to match to the student test.</p> <p>No updates will be made to PearsonAccess^{next} from file import.</p>		N
BR	Filler Field	N	20		Fields used in State SDF only	Filler Field	N
BS	Filler Field	N	50		Fields used in State SDF only	Filler Field	N



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
BT	Test Status	Y	7	Assign = Student test has been assigned and all units are in an assign status. Testing = Student Test has been assigned and units are in a combination of Assign, Testing and Attempt. Attempt = Student Test has been assigned and all units are in a complete status.	No updates will be made to PearsonAccess ^{next} from file import.	Assign Testing Attempt	N
BU	Total Test Items	N	3	Total number of questions/items on an administered test Total Test Items will only be displayed if Battery Test Attemptedness Flag is not blank.	No updates will be made to PearsonAccess ^{next} from file import.	0-9 blank	N
BV	Test Attemptedness Flag	N	1	Flag indicating the test attempt has met the Colorado test attempt criteria. Y = Test attempt processed and met the Colorado test attempt criteria N = Test attempt processed and did NOT meet the Colorado test attempt criteria Blank - Test attempt has not yet been processed to determine if attempted.	No updates will be made to PearsonAccess ^{next} from file import.	Y N Blank	N
BW	Total Test Items Attempted	N	3	Total number of items attempted on the test Total Test Items Attempted only displayed if Battery Test Attemptedness Flag is not blank.	No updates will be made to PearsonAccess ^{next} from file import.	0-9 blank	N
BX	Filler Field	N	2		Fields used in State SDF only	N/A	N
BY	Filler Field	N	2		Fields used in State SDF only	N/A	N
BZ	Filler Field	N	2		Fields used in State SDF only	N/A	N
CA	Filler Field	N	2		Fields used in State SDF only	N/A	N
CB	Filler Field	N	2		Fields used in State SDF only	N/A	N
CC	Filler Field	N	2		Fields used in State SDF only	N/A	N
CD	Filler Field	N	2		Fields used in State SDF only	N/A	N
CE	Filler Field	N	2		Fields used in State SDF only	N/A	N
CF	Filler Field	N	36		Fields used in State SDF only	N/A	N
CG	Filler Field	N	20		Fields used in State SDF only	N/A	N
CH	Filler Field	N	2		Fields used in State SDF only	N/A	N
CI	Filler Field	N	2		Fields used in State SDF only	N/A	N
CJ	Filler Field	N	36		Fields used in State SDF only	N/A	N
CK	Filler Field	N	20		Fields used in State SDF only	N/A	N
CL	Filler Field	N	2		Fields used in State SDF only	N/A	N
CM	Filler Field	N	2		Fields used in State SDF only	N/A	N
CN	Filler Field	N	36		Fields used in State SDF only	N/A	N
CO	Filler Field	N	20		Fields used in State SDF only	N/A	N



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
CP	Filler Field	N	2		Fields used in State SDF only	N/A	N
CQ	Filler Field	N	2		Fields used in State SDF only	N/A	N
CR	Filler Field	N	36		Fields used in State SDF only	N/A	N
CS	Filler Field	N	20		Fields used in State SDF only	N/A	N
CT	Filler Field	N	2		Fields used in State SDF only	N/A	N
CU	Filler Field	N	2		Fields used in State SDF only	N/A	N
CV	Not Tested Code	N	1	Flag for Not Tested Reason		Y Blank	Y
CW	Not Tested Reason	N* *See Field Notes and Validations	2	Reason for Not Tested.	*This field is ONLY required if Not Tested Code field equals "Y".	00 = Absent 01 = Took Other Assessment OR Duplicate Registration/Attempt 02 = First Year in U.S. English Learner 03 = Withdrew Before/During Testing 04 = Student Test Refusal 05 = State Use Only 06 = Misadministration 07 = Medical Exemption 08 = Part Time Public and Part Time Home School Student 09 = Parent Excuse Blank	Y
CX	Void Test Score Code	N	1	Flag for voiding the test attempt score.		Y Blank	Y
CY	Void Test Score Reason	N* *See Field Notes and Validations	2	Reason to Void Test Score.	*This field is ONLY required if Void Test Score Code field equals "Y".	01 = Took Other Assessment OR Duplicate Registration/Attempt 02 = Interrupted and Not Completed 03 = Withdrew Before/During Testing 04 = Student Test Refusal 05 = Non-approved Accommodation 06 = Misadministration 07 = Medical Exemption 08 = Part Time Public and Part Time Home School Student 09 = Parent Excuse 10 = State Use Only Blank	Y



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update able?
CZ	Calculated Invalidation	N	30	Final invalidation code calculated from the Not Tested, Void Score, and Report Suppression fields	This field will update based on changes made to the other invalidation fields.	Absent Took Other Assessment OR Duplicate Registration/Attempt First Year in U.S. English Withdrew Before/During Testing Student Test Refusal Non-approved Accommodation Misadministration Medical Exemption Part Time/Part Time Home School Parent Refusal State Use Not Attempted Interrupted and Not Completed Valid Score Blank	N
DA	Filler Field	N	1		Fields used in State SDF only	N/A	N
DB	Filler Field	N	1		Fields used in State SDF only	N/A	N
DC	Filler Field	N	1		Fields used in State SDF only	N/A	N
DD	Report Suppression Code	N	2	01 = Report Suppression Code reason 1 03 = Report Suppression Code reason 3 06 = Report Suppression Code reason 6	No updates will be made to PearsonAccess ^{next} from STU file import.	01 03 06 Blank	N
DE	Report Suppression Action	N	2	02 = Individual Student Report (ISR) created and will be included on the Roster Report. Excluded from all Aggregated Reports. 05 = Individual Student Report (ISR) created. Will be excluded from the Roster Report and all Aggregated Reports.	No updates will be made to PearsonAccess ^{next} from STU file import.	02 05 Blank	N
DF	End-of-Record	Y	1			Y	N