



Data Pipeline Collection Overview

This document provides an overview of the data pipeline collections by type as listed on the [Respondent Training webpage](#); year-round, interchange, snapshot and periodic. This document provides the necessary Identity Management Role(s), collection window, the purpose for each associated file(s), and contact information per collection.

Year-Round Files

Year-Round Files are open throughout the school year and can be updated as needed. Any changes to these files are implemented early July each year. The Academic/Reporting Year begins July 1st. Data reported in Year-Round files are not finalized within the Data Pipeline system.

Year-Round files can have the following Identity Management roles assigned:

- **LEA Viewer role** - review data for accuracy
- **LEA User role** - creating and uploading the file(s); and review data for accuracy

Year Round: [Directory](#)

Identity Management Roles: **DIR**

Collection Window

- All year; July 1st - June 30th

Contact Email

- DirectoryData@cde.state.co.us

Year-Round: [EDIS](#)

Identity Management Roles:

- Pipeline access: **EDS**
- EDIS web - District Admin: **EDIS-XXXX-2**
- EDIS web - EDID Reporting: **EDIS-XXXX-3**
- EDIS web - View Only Role: **EDIS-XXXX-4**

Collection Window

- All year; July 1st - June 30th

Contact Email

- EDIS@cde.state.co.us

Year-Round: [RITS](#)

Identity Management Roles:

- Pipeline access: **RTS**
- SASID web - District Admin: **RITS-XXXX-2**
- SASID web - SASID Reporting: **RITS-XXXX-3**
- SASID web - View Only Role: **RITS-XXXX-4**

Collection Window

- All year; July 1st - June 30th

Contact Email

- RITS@cde.state.co.us



Interchange Files

Interchange files are uploaded by Local Education Agencies (LEAs), such as districts, BOCES or administrative units. These files are placeholders of the data, which are fluid and updated often. LEAs then create a snapshot from the data, which is a point in time and used for reports after the LEA approves the data. There are generic business rules in place at the interchange level to ensure the data meets basic requirements such as having a valid code, not being blank, or requiring it to be reported as zero-filled. Data reported in Year-Round files are not finalized within the Data Pipeline system.

Interchange files can have the following Identity Management roles assigned:

- **LEA Viewer role** - review data for accuracy
- **LEA User role** - creating and uploading the file(s); and review data for accuracy

Interchange: At-Risk

Identity Management Roles: **ARM**

Collection Window

- Opens July - November (*5 months*)

Data File(s)

- At-Risk Measure File:
 - The purpose of this interchange collection is to obtain student level census block information needed to implement the new at-risk measure. To obtain the necessary neighborhood socioeconomic status index information to implement this new measure, districts must submit the census block data (state, county, tract and block codes) associated with each student's primary physical address. Census block data is averaged to create an index of need and is updated annually.
 - Each year, districts will use the [Census Geocode Tool](#) to identify which Census block groups students live in and submit this At-Risk Measure Interchange file which includes student Census block group data to the Colorado Department of Education.

Contact Email

- ARMeasure@cde.state.co.us

Interchange: Discipline

Identity Management Roles: **DIS**

Collection Window

- April - August (*5 months*)

Data File(s)

- Discipline Action File
 - The purpose of the Discipline Action File is to collect students' discipline actions with the most severe behavior type.

Contact Email

- StudentDiscipline@cde.state.co.us; SpedDiscipline@cde.state.co.us

Interchange: Special Education IEP

IdM Role: **SPE**

Collection Window

- October - September (*12 months*)



Data File(s)

- Child File
 - The purpose of the Special Education Child File is to capture and verify the attributes of your students in Special Education.
- Participation File
 - The purpose of the Special Education Participation File is to collect and verify information related to Special Education services on students while they attended in your Administrative Unit.
- Coordinated Early Intervening Services (CEIS) File
 - The purpose of the Coordinated Early Intervening Services File is to represent those students whom you provided CEIS to at some point during the school year.

Contact Email

- SpedDecCount@cde.state.co.us

Interchange: Staff

Identity Management Roles: **STF**

Collection Window

- Opens September - October (*13 months*)

Data File(s)

- Staff Profile
 - The purpose of the Staff Interchange-Staff Profile file is to capture and verify the attributes of staff employed by the LEA or purchased service staff providing services for the currently selected school year. This data is collected for the Human Resources snapshot (employees and purchase service staff as of December 1st); Special Education December Count snapshot (employees and purchased service staff as of December 1st), Staff Evaluation (all licensed evaluated staff) and Teacher Student Data Link snapshot (all teachers throughout the school year).
- Staff Assignment
 - The purpose of the Staff Interchange - Staff Assignment Association file is to capture and verify the location and role(s) of staff employed at the LEA and or providing services (purchase service staff) for the currently selected school year. This data is collected for the Human Resources snapshot (employees as of December 1st); Special Education December Count snapshot (employees as of December 1st) Staff Evaluation.
- Staff Evaluation
 - The purpose of the Staff Interchange - Evaluation Data file is to capture and verify the final evaluation ratings of licensed staff employed at the district for the currently selected school year.

Contact Email

- HumanResourcesData@cde.state.co.us
- SpedDecCount@cde.state.co.us

Interchange: Student

Identity Management Roles: **STD**

Collection Window

- July - December (*18 months*)



Data File(s)

- Student Demographics
 - The purpose of the Student Demographic (DEM) file is to capture and verify the attributes of a student while they attended your Local Education Agency (LEA) in the current school year.
- Student School Association
 - The purpose of the Student School Association (SSA) file is to capture the school(s) in which a student attends in your Local Education Agency (LEA) throughout the current school year for funding and accountability purposes
- Graduation Guidelines
 - The purpose of the Graduation Guidelines (GG) file is to record student outcomes that CDE must use to calculate and report, per C.R.S. 22-11-204(4), including the percentage of students who have graduated, having met minimum standards in the state board's graduation guidelines menu of options established pursuant to C.R.S. 22-2-106(1)(a.5) and the percentage of students who have met the state board's higher achievement level standards (higher bar) established pursuant to C.R.S. 22-11-104(2)(a).
- Adjustment
 - Adjust Anticipated Year of Graduation (AYG) cohort membership in the event that a Local Education Agency (LEA) has received notification that a student who was reported as not exiting, dropout, expulsion or HSED Transfer during a previous reporting period (prior school year) is completing their education or has completed their education through another education agency. Adjustments can only be made for students who were reported as not exiting, dropouts, expulsions, or HSED Transfers from a school administered by the reporting LEA. Adjustment codes may only be used for 7th-12th graders.

Contact Email

- StudentEndOfYear@cde.state.co.us
- StudentOctober@cde.state.co.us
- Attendance@cde.state.co.us

Interchange: [Teacher Student Data Link](#)

Identity Management Roles: **TSL**

Collection Window

- November - August (*10 months*)

Data File(s)

- Teacher Student Data Link (TSDL)
 - The TSDL file captures data that link students in grades 6 through 12 to courses and instructors (if available) for the reported school year. CDE relies on the TSDL snapshot data to populate and create the Student Course Participation and Achievement Report (as required by C.R.S 22-11- 503.5), the Educator Preparation Program Report (as required by C.R.S 22-2-112 (1)(q), as well as complete required reporting for migrant students. Other CDE reports, such as the Civil Rights Data Report and 9th Grade Success reporting (HB24-1282), rely on accurate data.

Contact Email

- TeacherStudentDataLink@cde.state.co.us



Interchange: Title 1

Identity Management Role: **TI1**

Collection Window

- August - November (*16 months*)

Data File(s)

- Title I
 - The Title I Interchange file represents students who have received, or will receive, services funded by a Title I Targeted Assistance program at any time during the academic year and the specific Title I service(s) received (e.g., Reading, Math).

Contact Email

- chaffin_m@cde.state.co.us

Snapshot Collections

Snapshot collections utilize data from interchange files. The corresponding interchange files are uploaded, then districts complete steps within CDE's Data Pipeline to create a snapshot. Snapshot collections have set deadlines and must be finalized with the Submit to CDE process.

Snapshots can have the following Identity Management roles assigned:

- **LEA Viewer role** - review data for accuracy
- **LEA User role** - creating and uploading the file(s); and review data for accuracy
- **LEA Approver role** - marking the data file as finalized; creating and uploading the file(s); and review data for accuracy

Snapshot: Human Resources

Identity Management Roles

- Snapshot: **HRD**
- Additional IdM Roles: **STF**, **EDS** and/or **EDIS Web**

Collection Window

- November - February (*4 months*)

Data File(s)

- Prerequisites
 - All staff have an educator identifier, EDID, assigned through [EDIS](#)
- Required Interchange Files
 - Staff Demographics
 - Staff Assignment

Important Notes

- The Human Resources collection contains all general education staff information as of the official staff count date. This information is used for school staff demographics, average salaries by position and education level, highly qualified status for teachers and paraprofessionals, turnover rates and educator effectiveness ratings.
- Include all general education staff data currently employed and purchased staff as of December 1st.
- Each district must also complete the annual Educator Shortage Survey prior to finalizing the Human Resources snapshot.



Contact Email

- HumanResourcesData@cde.state.co.us

Snapshot: Special Education December Count

Identity Management Roles

- Snapshot: **DEC** (*Administrative Units only*)
- Additional IdM Roles: **STF**, **SPE**, **STD**, **RTS**, **EDS**

Collection Window

- November - February (*4 months*)

Data File(s)

- Prerequisites:
 - All staff have an educator identifier, EDID, assigned through [EDIS](#)
 - All special education students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - [Staff](#) Demographics
 - [Staff](#) Assignment
 - [Student](#) Profile
 - [Student](#) School Association
 - [Special Education IEP](#) Participation
 - [Special Education IEP](#)
 - [Special Education IEP](#) Child

Important Notes

- The Special Education December Count collection is an annual count of students receiving Part B Special Education services as of December 1st. The information is used to determine state level ECEA funding that helps to provide specialized student services. Special Education December Staff Data is also required to obtain data on special education staff employed by administrative units on December 1st of each year so that appropriate licensure and endorsement of staff may be verified; and reports generated for the State Legislature, Federal government, local Administrative Units, and the public.
- An annual count of students with disabilities as of December 1st and the associated Staff members serving those students.

Contact Email

- SpedDecCount@cde.state.co.us

Snapshot: Special Education Discipline

Identity Management Roles

- Snapshot: **SPI** (*Administrative Units only*)
- Additional IdM Roles: **DIS**, **SPE**, **STD**, **RTS**

Collection Window

- May - July (*3 months*)

Data File(s)

- Prerequisites:
 - All special education students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student [Discipline](#)



- [Student](#) Profile
- [Student](#) School Association
- [Special Education](#) Participation
- [Special Education](#) IEP
- [Special Education](#) Child

Important Notes

- The Special Education [Discipline](#) Snapshot contains information on children with disabilities served under IDEA that were subject to disciplinary removal. This information is used for federal reporting requirements and SPP [Indicator 4](#) to monitor state performance and examine issues related to disproportionality.
- Includes data on students with an active IEP at the time of a disciplinary removal.

Contact Email

- SpedDiscipline@cde.state.co.us

Snapshot: [Special Education End of Year](#)

Identity Management Roles

- Snapshot: **EOY** (*Administrative Units only*)
- Additional IdM Roles: **SPE**, **STD**, **RTS**

Collection Window

- May - September (*5 months*)

Data File(s)

- Prerequisites:
 - All special education students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student Profile
 - Student School Association
 - [Special Education](#) Participation
 - [Special Education](#) IEP
 - [Special Education](#) Child

Important Notes

- The Special Education End-of-Year Student collection is required to obtain data on students who were referred, evaluated, or received special education services throughout the school year. Information is also collected on students who received services in an eligible facility or were tuitioned to an in-state or out-of-state non-public school program or public agency. The data collected includes information on exits from special education and the services students in special education are receiving.
- Include all students who were referred, evaluated, or received special education services throughout the school year.

Contact Email

- SpedEndOfYear@cde.state.co.us

Snapshot: [Staff Evaluation](#)

Identity Management Roles

- Snapshot: **EVS**
- Additional IdM Roles: **STF**, **EDS**



Collection Window

- May - October (6 months)

Data File(s)

- Prerequisites
 - All staff have an educator identifier, EDID, assigned through [EDIS](#)
- Required Interchange Files
 - [Staff](#) Evaluation
 - [Staff](#) Demographics

Important Notes

- The Staff Evaluation collection captures the current year final evaluation ratings for licensed personnel. The data is pulled from the Staff Profile, Staff Assignment, and Staff Evaluation Interchange files. This data is required to be reported to the Colorado Department of Education no later than October 15th of each year as specified in [Senate Bill 22-070](#).
- The Staff Evaluation collection captures the current year final evaluation ratings for licensed personnel.

Contact Email

- StaffEvaluation@cde.state.co.us

Snapshot: [Student Attendance](#)

Identity Management Roles

- Snapshot: **ATS**
- Additional IdM Roles: **STD**, **T11**, **RTS**

Collection Window

- May - July (3 months)

Data File(s)

- Prerequisites:
 - All students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student Profile
 - Student School Association

Important Notes

- The Attendance collection contains student level attendance information for each school. The data from the Attendance collection is used to populate attendance information in the School View application and is posted on a [Colorado Education Statistics webpage](#).
- The purpose of the Attendance snapshot collection is to capture and report the student level attendance information for each school.

Contact Email

- Attendance@cde.state.co.us

Snapshot: [Student Discipline](#)

Identity Management Roles

- Snapshot: **STU**
- Additional IdM Roles: **STD**, **RTS**



Collection Window

- May - July (*3 months*)

Data File(s)

- Prerequisites:
 - All students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student [Discipline](#)
 - Student Profile
 - Student School Association

Important Notes

- The Student Discipline snapshot contains information about students disciplined based on the behavior, and the action taken during the reported school year.
- The purpose of the Student Discipline Snapshot is to obtain discipline data on all students during the reporting school year.

Contact Email

- StudentDiscipline@cde.state.co.us

Snapshot: [Student End of Year](#)

Identity Management Roles

- Snapshot: **SEY**
- Additional IdM Roles: **SPE, STD, RTS, TI1**

Collection Window

- This collection has multiple phases, but all phases utilize the same required interchange files.
- Phases
 - Soft Open Phase: April (*1 month*)
 - Regular Phase: May through September (*5 months*)
 - Cross LEA Phase: September through October (*1 month*)
 - Post-Cross LEA Phase: October through November (*1 month*)
 - Collection Closes: December

Data File(s)

- Prerequisites:
 - All students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student Demographic
 - Student School Association
 - Graduation Guidelines
 - Secondary students only
 - Student Adjustment
 - Applicable students only
 - Title 1 Interchange
 - Applicable students only
 - [Special Education](#) Child File
 - Applicable students only
 - [Special Education](#) Participation File
 - Applicable students only



Important Notes

- Snapshot only includes records for students in grades PK-12 who have a group A Student PAI Code (01 to 08) at their Primary School = 1 (yes). Any additional Student School Association records that do not meet the Student PAI, Grade Level, or Primary School criteria are automatically excluded when the snapshot is created.
- This is the only collection that utilizes the data fields *School Entry Type*, and *School Exit Type*.

Contact Email

- StudentEndOfYear@cde.state.co.us

Snapshot: Student October

Identity Management Roles

- Snapshot: **OCT**
- Additional IdM Roles: **SPE, STD, RTS, ARM, TI1**

Collection Window

- August - November (*4 months*)

Data File(s)

- Prerequisites:
 - All students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student Demographic
 - Student School Association
 - Title 1 Interchange File
 - [At-Risk](#) Interchange File

Important Notes

- The Student October Pupil Enrollment collection contains student enrollment information as of the pupil enrollment count date. This information is used to determine the school demographics, number of students in instructional programs, free and reduced lunch counts, and distribution of school finances across the state.

Contact Email

- StudentOctober@cde.state.co.us

Snapshot: Teacher Student Data Link

Identity Management Roles

- Snapshot: **TLS**
- Additional IdM Roles: **TSL, STD, RTS, EDS**

Collection Window

- February - August (*7 months*)

Data File(s)

- Prerequisites:
 - All students have a state assigned identifier, SASID, assigned through [RITS](#)
- Required Interchange Files
 - Student Demographic
 - Teacher Student Data Link Interchange



Important Notes

- The purpose of the Teacher Student Data Link Snapshot (TSDL) is to capture the data from the TSDL interchange file which links the students to courses and instructors (if available) for the reported school year.

Contact Email

- TeacherStudentDataLink@cde.state.co.us

Periodic Collections

Periodic collections are typically one-time per year collections that do not reference any interchange files. There are also periodic collections that have the possibility of referring to data reported in interchange file(s); such as the READ spring assessments.

Periodic Collections can have the following Identity Management roles assigned:

- **LEA Viewer role** - review data for accuracy
- **LEA User role** - creating and uploading the file(s); and review data for accuracy
- **LEA Approver role** - marking the data file as finalized; creating and uploading the file(s); and review data for accuracy

Periodic: Directory - Instructional Hours and Days (NEW 2025-2026)

Identity Management Role: **DIR**

Collection Window

- July 2025 - September 2025 (*for 2025-26 school year only*)
- Phase I: February - May (*starting for 2026-27*)
- Phase II: May - September (*correction period*)

Important Notes:

- The Directory- Instructional Days and Hours data file collects the school calendar information as required per HB24-1063, specifically 22-2-310. This collection is also used to request a reduced academic school calendar.

Contact Email

- DirectoryData@cde.state.co.us

Periodic: Student Restraint and Seclusion (NEW 2025-2026)

Identity Management Roles: **SRS**

Collection Window

- April - July (*4 months*)

Important Notes

- The Student Restraint and Seclusion data file will collect data previously included in the Discipline Interchange and Snapshot. Starting in 2025-26, the students restrained and secluded data will be collected in a separate file as it is not related to disciplinary events.

Contact Email

- StudentRestraintSeclusion@cde.state.co.us



Periodic: Alternative Education Campus

Identity Management Roles: **AEC**

Data Collection Dates

- AEC Renewal Application File: March - April (*2 months*)
- AEC Planned Measures File: March - June (*4 months*)
- AEC Actual Measure and Data File: May - June (*2 months*)

Important Notes

- AEC Renewal Application File:
 - Pursuant to Colorado Revised Statute 22-7-604.5 (2) (a), the Colorado Department of Education is directed to aid in the collection of data to all district school boards to file requests for public schools which desire to be considered alternative education campuses. This website contains resources concerning the data collection for the eligibility criteria for alternative education campus designation.
 - This collection is an annual required collection for any school wishing to be designated as an Alternative Education Campus (AEC).
- AEC Planned Measures File:
 - During the planned measures collection, AECs will submit the measures they are *proposing* to submit for an upcoming AEC SPF cycle. In this stage of the collection, only the measure names are submitted. No data is submitted at this time. This collection is voluntary for all AEC schools.
- AEC Actual Measure and Data File:
 - During the actual measures data collection, AECs will submit the measures and data they intend to include in the next AEC SPF cycle. In this stage of the collection, both the measure names and aggregated data for those measures are submitted. This collection is voluntary for all AEC schools.

Contact Email

- Sanders_B@cde.state.co.us; Thompson_a@cde.state.co.us

Periodic: Kindergarten School Readiness

Identity Management Roles: **KSR**

Collection Window

- October - December (*3 months*)

Important Notes

- The purpose of the Kindergarten School Readiness (KSR) data collection is to provide baseline data for measuring improvement in students' knowledge and skills over time and to collect data needed to fulfill statutory requirements for an annual legislative report.
- Data reported to CDE will be from the initial fall assessment window. The initial assessment is to be completed within the first 60 calendar days of the school year as required by HB 15-1323. The collection will be open from mid-October to mid-December each year.

Contact Email

- KSRData@cde.state.co.us

Periodic: Finance

Identity Management Roles: **FIN**

Collection Window

- August - December (*5 months*)



Important Notes

- The Financial December collection is how annual financial data which matches independent financial audits is transmitted.

Contact Email

- lucero_y@cde.state.co.us

Periodic: Non-Public Schools Fall Enrollment Count

Identity Management Roles: **NPS**

Collection Window

- October - December (*3 months*)

Important Notes

- The data will be used to generate a count of non-public school students in the state of Colorado. C.R.S. 22-1-114 allows Colorado's public school districts to collect, no more than once per month, certain information from non-public schools located within their districts in order to meet their responsibilities for the compulsory attendance of eligible children.

Contact Email

- DirectoryData@cde.state.co.us

Periodic: Prevent Harassment or Discrimination in Schools

Identity Management Roles: **PHD**

Collection Window

- May - July (*3 months*)

Important Notes

- Per C.R.S 22-1-143 the Harassment or Discrimination collection collects the number of formal harassment or discrimination reports received by the school and the type of bias reported when harassment or discrimination was found; and the time to complete each investigation and to make findings related to each report.

Contact Email

- PreventHD@cde.state.co.us

Periodic: READ Literacy Programs

Identity Management Roles: **RED**

Collection Window

- April - June (*3 months*)

Important Notes

- The Colorado READ Act requires districts to report specific student, school, and district level data to CDE to determine and report on the important milestones in implementing key provisions of S.B. 19-199. The information provided in these reports is intended to assist the Department, the State Board of Education, the Governor, and the public in monitoring the implementation of and identifying the results achieved in implementing the [Colorado READ Act](#).
- Districts must annually report the READ Act administered interim and diagnostic assessments along with the core, supplemental, and intervention instructional literacy programs for grades K-3 for each school operated by the LEP (including charter schools).



Contact Email

- READActData@cde.state.co.us

Periodic: READ Spring Assessment

Identity Management Roles: **RED**

Collection Window

- April - June (*3 months*)

Important Notes

- The Colorado READ Act requires districts to report specific student, school, and district level data to CDE to determine and report on the important milestones in implementing key provisions of S.B. 19-199. The information provided in these reports is intended to assist the Department, the State Board of Education, the Governor, and the public in monitoring the implementation of and identifying the results achieved in implementing the [Colorado READ Act](#).
- Districts must annually report the information necessary to determine the prevalence of Significant Reading Deficiencies (SRDs) among students in grades K-3. This data determines the per-pupil funding for districts by dividing the amount of money available by the total number of K-3 students identified as having an SRD in the preceding budget year. Districts must also report whether or not students in grades 4-12 remain on a READ plan.

Contact Email

- READActData@cde.state.co.us

Periodic: READ Training

Identity Management Roles: **RED**

Collection Window

- August (*1 months*)

Important Notes

- The Colorado READ Act requires districts to report specific student, school, and district level data to CDE to determine and report on the important milestones in implementing key provisions of S.B. 19-199. The information provided in these reports is intended to assist the Department, the State Board of Education, the Governor, and the public in monitoring the implementation of and identifying the results achieved in implementing the [Colorado READ Act](#).
- Districts must annually ensure and report that all K-3 teachers who provide literacy instruction to students in grades K-3 and all teachers who provide reading intervention in grades 4-12 have successfully completed evidence-based training in teaching reading. Districts must also report K-3 principals/administrators and/or personnel who the LEP determines meet the statute criteria as needing to complete the K-3 Principal/Administrator training.

Contact Email

- READActData@cde.state.co.us

Periodic: Report Card March

Identity Management Roles: **RCM**

Collection Window

- February - April (*3 months*)



Important Notes

- The Report Card March collection contains descriptors of schools. This includes a school's course offerings, health and wellness information, and programs offered at the school. The data from the Report Card March collection is used to populate school descriptors in School View.

Contact Email

- reportcard@cde.state.co.us

Periodic: S-EBT Collection

Identity Management Roles: **PBT**

Collection Window

- February (*1 months*)
- May - August (*corrections period*) (*4 months*)

Important Notes

- Summer EBT was established as a permanent, nationwide program by the Consolidated Appropriations Act of 2023. The program aims to reduce summer hunger by providing families with a grocery benefit similar to SNAP to feed their children when school is not in session. It was first piloted in 2011 in select states and proved so successful at reducing food insecurity and improving diet quality that it was slowly expanded to additional states. The summer component of Pandemic EBT, which operated on a similar model as Summer EBT and took its place from school year 2021 through school year 2023, also proved successful in supporting families. Pandemic EBT ended in summer 2023, but beginning in 2024, all states and territories can participate in Summer EBT.

Contact Email

- s-ebt@cde.state.co.us