



Student End of Year: Post-Cross LEA Validation SE900 Warning Instructions

SE904

These students are currently coded as transferring to a Colorado detention center, but their SASID was not reported outside of a detention center after the exit date reported by your district. These students will remain in their previous graduation cohort. Please verify the educational status of these students after exiting your district and change their Exit/Withdrawal Type Code if appropriate.

Steps:

1. Review this student's information using the Student End of Year error detail report.
2. Review your local records regarding this student's educational status.
3. If this student is accurately coded, no action is required.
 - a. Note: You may request an exception to clear this warning.
4. If this student's exit/withdraw type needs to be updated, please do so using the 'edit record' screen in data pipeline for your student school association file.
 - a. Then, update your student end of year snapshot using the 'update exit types' button in data pipeline. (This was previously the 'confirm snapshot' button during the earlier phases of the SEY data collection.)

Result:

These students will remain in their previous graduation cohort unless their exit/withdraw type code is updated to a verified transfer out of district. Please see the resource document "Exit Type Codes that Comprise of the Graduation Cohort" on [the Student End of Year website](#) for more information.

SE905

These students are currently coded as transferring to another Colorado public school district (Exit/Withdrawal Type Code = 13), their SASID was not reported in the current Student End of Year collection by any other district after the exit date reported by your district, but these students did complete a HSED during this school year. Please change the students Exit/Withdrawal Type Code to 93 or 94 as appropriate.

Steps:

1. Review this student's information using the Student End of Year error detail report.

General Information

SE900 series warnings should be reviewed by the reporting district and may require action.

During the Post-Cross LEA phase, districts are only able to update the exit types for students receiving SE900 errors.

To update student information in response to SE900 warnings or errors outside of the SE900 series, an exception request must be submitted to the Student End of Year Collection lead.

Additional Information

All SE800 series warnings are static duplicates of SE700 errors and warnings. They are for historical purposes only and will not change upon a snapshot update.



2. Using the 'edit record' screen in data pipeline, change this student's exit/withdraw code to 93 or 94 as applicable on your student school association file.
3. Update your student end of year snapshot using the 'update exit types' button in data pipeline. (This was previously the 'confirm snapshot' button during the earlier phases of the SEY data collection)

Result:

Student will be counted as a completer for their AYG graduation cohort, thus increasing your district's completion rate.

SE906

This 12th grade student is marked as retained in your Student End of Year Snapshot, however, they were not included in the subsequent Student October Count. Please confirm that this student did not graduate over the summer. If they were improperly retained, please contact the EOY custodian for an exception to correct this record.

Steps:

1. Review this student's information using the Student End of Year error detail report.
2. Review your local records regarding this student's educational status.

Outcome	Outcome Details	Related Action
Outcome 1	Student was omitted from subsequent Student October snapshot in error.	Create a record for this student in the subsequent Student October snapshot.
Outcome 2	Student was omitted from subsequent Student October snapshot because they exited before October 1 st .	No action required at this time. This student will have an enrollment record in the subsequent Student End of Year to show they exited prior to October 1 st .
Outcome 3	Student graduated over the summer. (On or before August 31 st)	Submit an exception request to update this student's exit/withdraw type to reflect that the student was a summer graduate and remove their retention code.

Outcome 1 Steps:

3. Add a record for this student in your subsequent Student October snapshot, being sure to update your Student October snapshot.
 - a. Contact the Student October Collection Lead for more information.
4. Update your Student End of Year snapshot using the 'update exit types' button in data pipeline. (This was previously the 'confirm snapshot' button during the earlier phases of the SEY data collection.)
 - a. Note: Updating your SEY snapshot will not change the SEY information for this student, but rather trigger the system to cross check this student's records with the subsequent Student October snapshot to clear this warning.

Outcome 2 Steps:

No additional action required at this time.

Outcome 3 Steps:

3. Using the 'edit record' screen in data pipeline, update this student's exit/withdraw date, change their exit/withdraw code to 90, and remove the retention code on your student school association file.



4. Upload a completed [exception request template](#) to your student syncplicity folder.
 - a. Note: Student End of Year shared syncplicity folders have the following naming convention:
 - i. *District code – district name – Student*
5. Email the Student End of Year Collection Lead to notify them that you’ve uploaded an exception request.
6. After you receive notification from the SEY Collection lead that your exception has been approved/processed, update your student end of year snapshot using the ‘update exit types’ button in data pipeline. (This was previously the ‘confirm snapshot’ button during the earlier phases of the SEY data collection)

Results:

Outcome 1 – Student will remain in their AYG cohort as they continue their education in the subsequent year.

Outcome 2 – Student will remain in their AYG cohort as they continue their education in the subsequent year.

Outcome 3 – Student will remain in their AYG cohort, being counted as a graduate. This will increase the graduation rate for your district.

SE908

These students are currently not coded as retained in your Student End of Year Snapshot, however, they were included in the subsequent Student October Count with a postsecondary program code of 01, 09, 10, 16 or 17. Please confirm that the student is participating in the ASCENT, PTECH, or TREP program. If they should have been retained, please contact the EOY custodian for an exception to correct this record.

Important Notes:

- These students may be receiving a SP420 error on the Student Demographic file in the subsequent year as you work on Student October data instead of receiving a SE908 warning. The steps below can be used to resolve SP420 errors in addition to SE908 warnings.
- Homebased Education students exit in a manner that prevents the use of Retention Code 2. Please request an exception in the subsequent year for the follow-up SP420 Student Demographic error and ignore any related SE908 warning.

Steps:

1. Review this student’s information using the Student End of Year error detail report.
2. Review your local records regarding this student’s educational status.

Outcome	Outcome Details	Related Action
Outcome 1	Student is participating in a postsecondary program for the subsequent year and should have been marked retained in Student End of Year.	Submit an exception request to update this student’s record to retention code 2.
Outcome 2	Student is not participating in a postsecondary program and was incorrectly included in the subsequent Student October snapshot.	Remove this student from your Student October snapshot.



Outcome 1 Steps:

3. Using the 'edit record' screen in data pipeline, change this student's retention code to 2 (retained to participate in an approved postsecondary program in the next year) on your student school association file.
4. Upload a completed [exception request template](#) to your student syncplicity folder.
 - a. Note: Student End of Year shared syncplicity folders have the following naming convention:
 - i. *District code – district name – Student*
5. Email the Student End of Year Collection Lead to notify them that you've uploaded an exception request.
6. After you receive notification from the SEY Collection lead that your exception has been approved/processed, update your student end of year snapshot using the 'update exit types' button in data pipeline. (This was previously the 'confirm snapshot' button during the earlier phases of the SEY data collection)
 - a. Note: This student's exit type will not change, but their retention code will be updated.

Outcome 2 Steps:

3. Remove this student from your subsequent Student October snapshot. Contact the Student October Collection Lead for more information.
4. Update your Student End of Year snapshot using the 'update exit types' button in data pipeline. (This was previously the 'confirm snapshot' button during the earlier phases of the SEY data collection.)
 - a. Note: Updating your SEY snapshot will not change the SEY information for this student, but rather trigger the system to cross check this student's records with the subsequent Student October snapshot to clear this warning.

Results:

Outcome 1 – Student will remain in their AYG cohort and be indicated as returning to participate in an approved postsecondary program.

Outcome 2 – Student will remain in their AYG cohort and will not be included in the subsequent Student October snapshot as a returning student.