

Student Registration/ Personal Needs Profile Field Definitions



Version 1.1

Spring 2017 Administration
Colorado Spanish Language Arts (CSLA)



Document Revisions

Revision Date	Version	Description
10/17/2016	1.0	Initial Version
12/23/2016	1.1	Grade Level When Assessed field – Updated expected values. Language Background field – Removed reference to “Code 000 = N/A” in Field Notes and Validations.

If assistance on CSLA is needed, contact the Support Center at 888-687-4759 or cohhelp@support.pearson.com.

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Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
A	State Abbreviation	Y	2	State's 2 character abbreviation		CO = Colorado
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
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
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
E	Responsible School Code	N	15* See Field Notes and Validations	A unique number or alphanumeric code assigned to an institution by a school, school system, a state, or other agency or entity.	*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 *Max field length varies by 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



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
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
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
H	Pearson ID	N	36	Unique student code assigned by the system.	Assigned within PearsonAccess ^{next} .	
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
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
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
L	Birthdate	Y	10	The year, month and day on which a person was born.		YYYY-MM-DD
M	Sex	Y	1	The concept describing the biological traits that distinguish the males and females of a species.		F = Female M = Male
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



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
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
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.	This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess ^{next} . Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	Y = Yes N = No Blank
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.	This field is not required during import of student data. A Critical Warning will appear in PearsonAccess ^{next} if no race fields (Columns Q-W) have an expected value entered. Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	Y = Yes N = No Blank
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.	This field is not required during import of student data. A Critical Warning will appear in PearsonAccess ^{next} if no race fields (Columns Q-W) have an expected value entered. Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	Y = Yes N = No Blank
S	Black or African American	N	1	A person having origins in any of the black racial groups of Africa.	This field is not required during import of student data. A Critical Warning will appear in PearsonAccess ^{next} if no race fields (Columns Q-W) have an expected value entered. Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	Y = Yes N = No Blank



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
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.	<p>This field is not required during import of student data. A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	<p>Y = Yes N = No Blank</p>
U	White	N	1	A person having origins in any of the original peoples of Europe, Middle East, or North Africa.	<p>This field is not required during import of student data. A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	<p>Y = Yes N = No Blank</p>
V	Filler Field	N	1		Note this field is being used as a placeholder for possible future data.	N/A
W	Two or More Races	N	1	A person having origins in any of more than one of the racial groups.	<p>This field is not required during import of student data. A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.</p> <p>Reporting rules will not derived from 2 above. Also the 2+ races do not have to be indicated for this to be Y.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	<p>Y = Yes N = No Blank</p>



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
X	English Learner (EL)	N	1	Indicates that the student is an English Learner (EL). This field is for NEP/LEP only.	<p>This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{next}.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	Y = Yes Blank
Y	Filler Field	N	1		Note this field is being used as a placeholder for possible future data.	N/A
Z	Gifted and Talented	N	1	An indication that the student is participating in and served by a Gifted/Talented program.	<p>This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{next}.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	Y = Yes N = No Blank
AA	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.	<p>This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{next}.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	Y = Yes N = No Blank



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
AB	Economic Disadvantage Status	N	1	An indication that the student met the State criteria for classification as having an economic disadvantage.	<p>This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{next}.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	<p>Y = Yes N = No Blank</p>
AC	Student With Disabilities	N	3	A student with disabilities may only receive allowable accommodations if the student has and IEP or 504 plan.	<p>This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{next}.</p> <p>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	<p>IEP = Student has IEP 504 = Student has 504 Plan N = No , student does not have IEP or 504 plan Blank</p>
AD	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>Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess^{next}.</p>	<p>AUT = Autism DB = Deaf-blindness DD = Developmental delay EMN = Emotional disturbance HI = Hearing impairment ID = Intellectual Disability MD = Multiple disabilities NC = Not Collected 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>



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
AE	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 Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	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
AF	Language Background	N	20	For a complete list of language background codes please click on the Colorado Department of Education link below. http://www.cde.state.co.us/DataPipeline/org_language_codes.asp	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	A-Z SPA - Spanish Blank
AG	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.	English Learners (ELs) must have an English Proficiency rating entered (1, 2, or 3) and non-EL students must be coded as 0 or 4. Former English Learners are coded as 5. Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	1 = NEP - Non English Proficient 2 = LEP - Limited English Proficient Blank
AH	Bilingual	N	20	Student is currently enrolled in a bilingual program, is in the monitoring period, or is exited.	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	0 = No 1 = Yes 5 = Not in Bilingual Program, Parent Choice Blank
AI	ESL Status	N	20	Student is currently enrolled in an English as a Second Language program, is in the monitoring period, or is exited.	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	0 = No 1 = Yes 5 = Not in ESL Program, Parent Choice Blank
AJ	Title 1	N	20	Student receives Title 1 funding.	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	0 = No 1 = Yes Blank



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
AK	Filler Field	N	20	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AL	Continuous in District	N	20	Student has been enrolled in the district continuously since October 1, 2016.	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	0 = No 1 = Yes Blank
AM	Continuous in School	N	20	Student has been enrolled in the school continuously since October 1, 2016.	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	0 = No 1 = Yes Blank
AN	Expelled	N	20	Student is expelled from school or district.	Only users with the Sensitive Data Add-on Role will be able to view/update this field after students have been imported into PearsonAccess ^{next} .	0 = No 1 = Yes– (Expelled) Blank
AO	State Field 12	N	20	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AP	Filler Field	N	50	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AQ	Filler Field	N	45	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AR	Filler Field	N	30	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AS	Filler Field	N	30	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AT	Test Code	Y	7	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.	SLA03 SLA04
AU	Test Format	Y	1	Format of the Test	Paper = Paper-based Testing (PBT)	P = Paper



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
AV	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AW	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
AX	Frequent Breaks	N	1	<p>Student is allowed to take breaks, at their request, during the testing session. Does not stop test time.</p> <p>Proctor/School Provided Administrative Consideration (Reporting this administrative consideration is optional)</p>	Proctor/School Provided Administration Considerations	Y = Yes Blank
AY	Separate/Alternate Location	N	1	<p>Student tested in specially-assigned location.</p> <p>Proctor/School Provided Administrative Consideration (Reporting this administrative consideration is optional)</p>	Proctor/School Provided Administration Considerations	Y = Yes Blank
AZ	Small Testing Group	N	1	<p>Student is tested in a separate location with a small group of students with matching accessibility features or accommodations/testing needs as appropriate.</p> <p>Proctor/School Provided Administrative Consideration (Reporting this administrative consideration is optional)</p>	Proctor/School Provided Administration Considerations	Y = Yes Blank
BA	Specialized Equipment or Furniture	N	1	<p>Student is provided specialized equipment or furniture needed for a successful testing environment (e.g., low lighting; adaptive seat; etc.).</p> <p>Proctor/School Provided Administrative Consideration (Reporting this administrative consideration is optional)</p>	Proctor/School Provided Administration Considerations	Y = Yes Blank



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
BB	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.). Proctor/School Provided Administrative Consideration (Reporting this administrative consideration is optional)	Proctor/School Provided Administration Considerations	Y = Yes Blank
BC	Time of Day	N	1	Student is tested during a specific time of day based on their individual needs (e.g., ELA/L in the morning; no testing after lunch; etc.). Proctor/School Provided Administrative Consideration (Reporting this administrative consideration is optional)	Proctor/School Provided Administration Considerations	Y = Yes Blank
BD	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BE	Student Reads Assessment Aloud to Self	N	1	The student reads the assessment aloud to self and may use an external device such as a whisper phone. The student must be tested in an individual setting.		Y = Yes Blank
BF	Color Contrast	N	2	Identifies that the student will have a locally provided color overlay for test materials.	Colored overlays for background color. Font color cannot be changed. Proctor/School-provided Accommodation Procedures Manual Reference: 6.1.2 Color Contrast	07 = locally provided color overlay for the student to place over their paper test Blank
BG	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BH	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BI	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BJ	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BK	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
BL	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BM	Large Print	N	1	<p>A Large Print test booklet is provided with text increased 150% to an 18 point font.</p> <p>The student responds and responses must be transcribed into the answer document provided with the large print kit.</p>	<p>Pearson to provide Large Print Booklet for student to read. Test Booklet/Answer Document will be the standard edition so that a Proctor can transcribe the student's responses.</p> <p>If expected value equals "Y"; then the student must have Students With Disability field populated with either "504" OR "IEP" or record will error.</p>	Y = Yes Blank
BN	Filler Field	N	2	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BO	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BP	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BQ	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BR	Filler Field	N	2	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BS	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BT	<p>CSLA Constructed Response</p> <p>Approved UAR required for Human Scribe</p>	N	2	<p>A 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> <p>If Human Scribe for CSLA Constructed Response is populated, an Accommodation Reminder will be displayed stating: "Adding Human Scribe without proper documentation may result in the student's test being invalidated." Reminders cannot be cleared.</p>	If expected value equals "01", "02", or "04"; then the student must have the Student with Disabilities field populated with either "504" or "IEP" or record will error.	<p>01 = Speech-to-Text</p> <p>02 = Human Scribe</p> <p>04 = External AT Device</p> <p>Blank</p>
BU	Filler Field	N	2	N/A	Note this field is being used as a placeholder for possible future data field.	N/A



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
BV	Filler Field	N	2	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BW	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BX	Word Prediction CSLA	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.	If expected value equals "Y"; then the student must have the Student with Disabilities field populated with either "504" or "IEP" or record will error.	Y = Yes Blank
BY	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
BZ	Filler Field	N	3	N/A	Note this field is being used as a placeholder for possible future data.	N/A
CA	Filler Field	N	2	N/A	Note this field is being used as a placeholder for possible future data.	N/A
CB	Filler Field	N	3	N/A	Note this field is being used as a placeholder for possible future data.	N/A
CC	Filler Field	N	1	N/A	Note this field is being used as a placeholder for possible future data.	N/A
CD	Filler Field	N	2	N/A	Note this field is being used as a placeholder for possible future data.	N/A
CE	Human Reader Requires an approved UAR	N	2	A second test book of the same form will be shipped for the Proctor to Read Aloud the test to the student using the audio Guidelines in the AF&A manual: Appendix B, Appendix I.	If expected value equals "02"; then the student must have the Student with Disabilities field populated with either "504" or "IEP" or record will error.	02 = Human Read Aloud Blank



Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes and Validations	Expected Values
CF	Unique Accommodation	N	1	An accommodation required for a student with a disability that is not listed in the PARCC Accessibility Features and Accommodations Manual but is identified in the student's IEP or 504 plan. Can only be provided if the Unique Accommodation Request is approved by CDE.	If expected value equals "Y"; then the student must have the Student with Disabilities field populated with either "504" or "IEP" or record will error.	Y = Yes Blank
CG	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 = Human Scribe 99 = Other Blank
CH	Extended Time	N	6	Extended Time is provided to the student. Only available if identified in the student's IEP or 504 plan. Proctor/School Provided Accommodation		IEP504 = IEP 504 Blank
CI	End-of-Record	Y	1			Y