Student Test Update File
Field Definitions

Version 1.0

Spring 2018 Administration

CMAS Mathematics and English Language Arts (including CSLA)

CMAS Science and Social Studies

Document Revisions

Revision Date	CMAS Version	Description
3/13/2018	.0	Initial Version
4/5/2018	.1	CDE Feedback Applied
4/9/2018	1.0	CDE Feedback Applied & Document Baselined

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 that need to be completed 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 that will be 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 Math and ELA specific information for particular fields and CMAS Science and Social Studies specific information.

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. It is not recommend to populate a Student Test Update file from scratch.

Checklist Prior to File Import		
1	Receive a PearsonAccess[next] User Account. You must be assigned the Student Test Update Add-on Role in order to import a Student Test Update file.	☐
2	Verify student demographic fields used for matching criteria is the same between what is populated in the STU data file and what is populated currently in PearsonAccess[next].	☐
3	Verify that all required fields are populated.	☐
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.	☐
5	Do not delete the header row.	☐
6	Import the file as a Comma Delimited File (.csv file extension) or Fixed File (.txt file extension)**.**	☐

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 updatable 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. The records without errors will be imported into PearsonAccess^{next}. Records with errors will 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} will treat 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. This information will be important for importing STU files for the 2017-18 administrations as many students already exist within PearsonAccess[next] from the previous administrations. The table below provides information on the fields used for matching and can be updated through an STU Import.

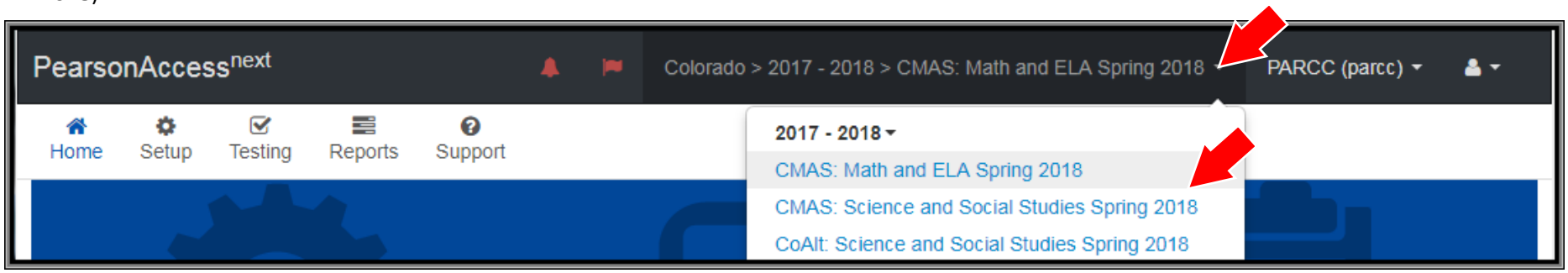
Core Demographic Fields	Match Hierarchy Level	How Matching Works	Can this field be updated via Student Registration File Import?	Definitions and Notes
Pearson ID	1	Record will match if Pearson ID and at least two of the following Core Demographic Fields Match: • State Student Identifier • Local Student 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: • Local Student Identifier • Last or Surname • First Name • Sex • Birthdate	No. The State Student Identifier cannot be updated by importing a Student Registration 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: • 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: • 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		This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels. (Note, only the first 8 characters are used to match on the First Name Field)	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: • Local Student Identifier • Last or Surname • Sex • Birthdate	The full legal first name given to a person at birth, baptism, or through legal change.
Sex		This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels.	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: • Local Student Identifier • Last or Surname • First Name • Birthdate	The concept describing the biological traits that distinguish the males and females of a species.
Birthdate		This is a Core Demographic field used for matching in Hierarchy 1 and 2 Levels.	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: • Local Student Identifier • Last or Surname • First Name • Sex	The year, month and day on which a person was born.

Export a Student Test Update File

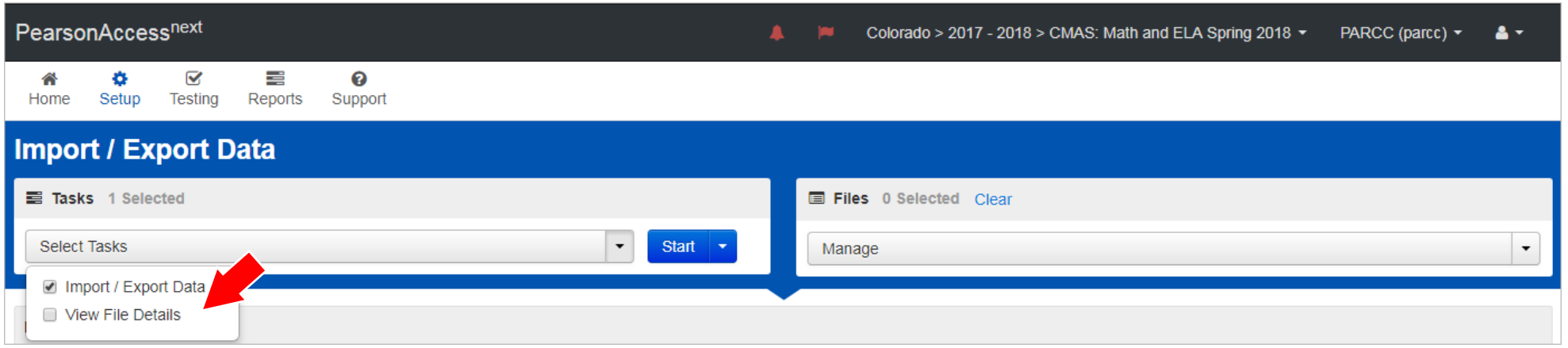
1. Log into PearsonAccess^{next}.

2. Select the **admin** from the **admin drop down** menu on the top of the screen (**CMAS: Math and ELA Spring 2018 or CMAS: Science and Social Studies Spring 2018**).

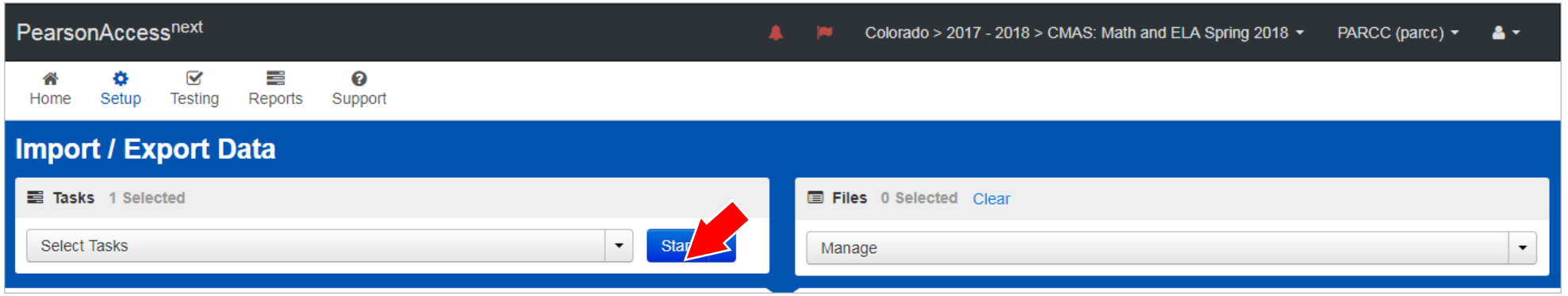


3. In the **SETUP** section, click on the **Select an action** dropdown menu, and then select **Import/Export Data**.

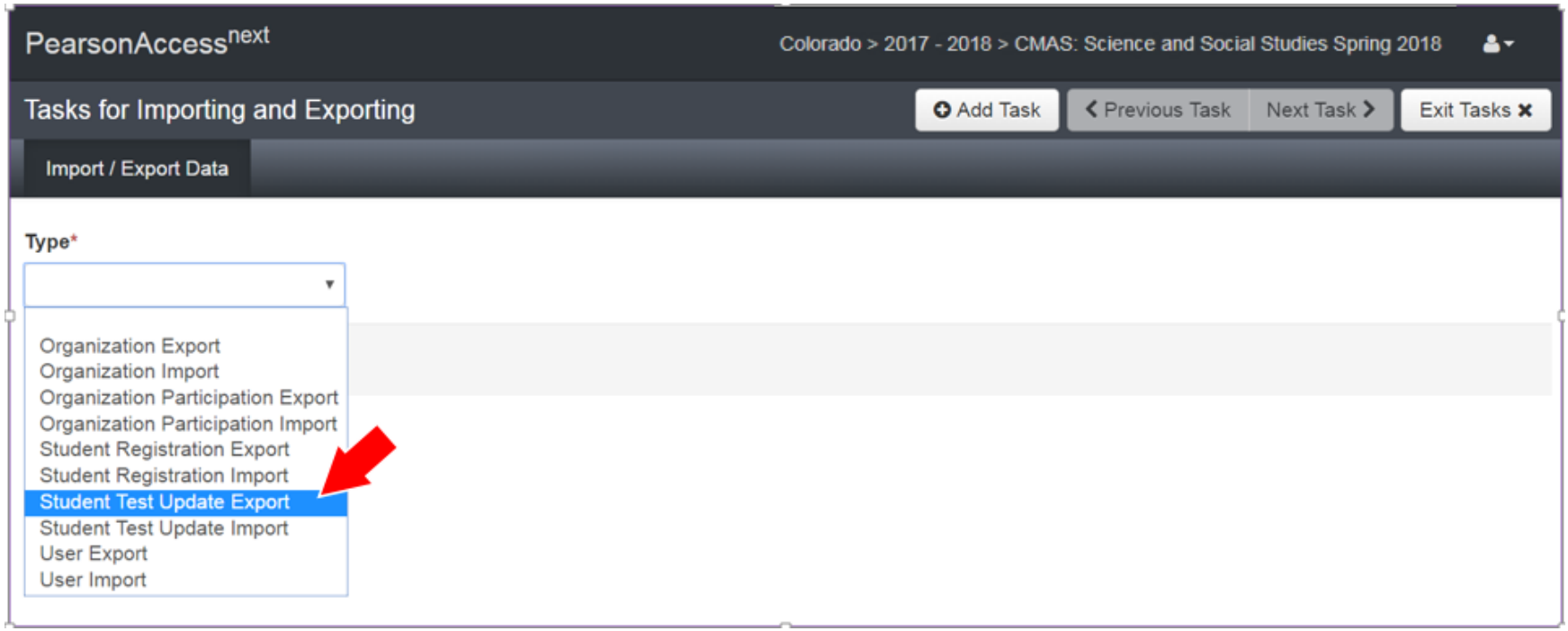
4. In the **Select Tasks** dropdown menu, select **Import/Export Data**.



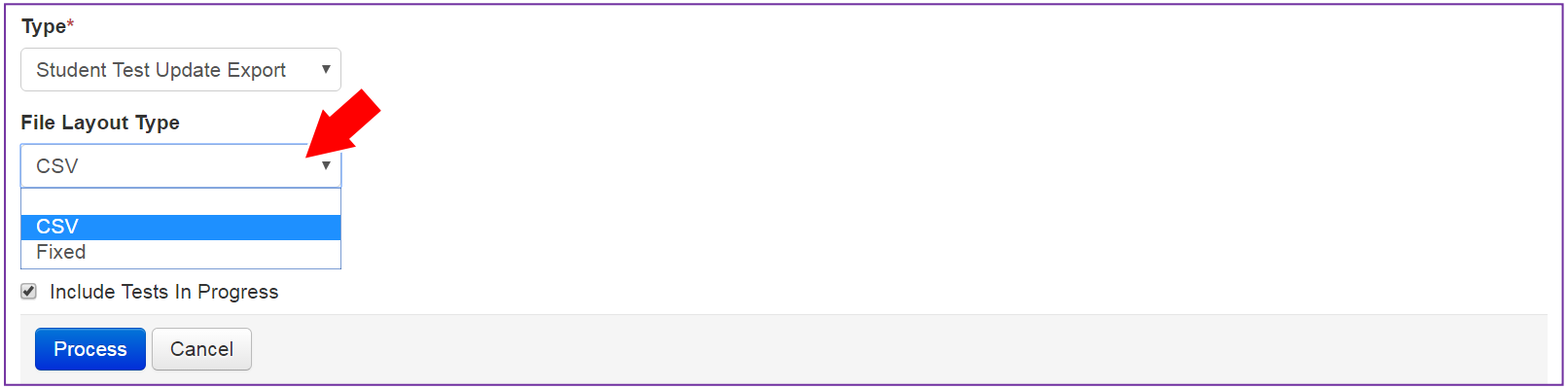
5. Select **Start.**



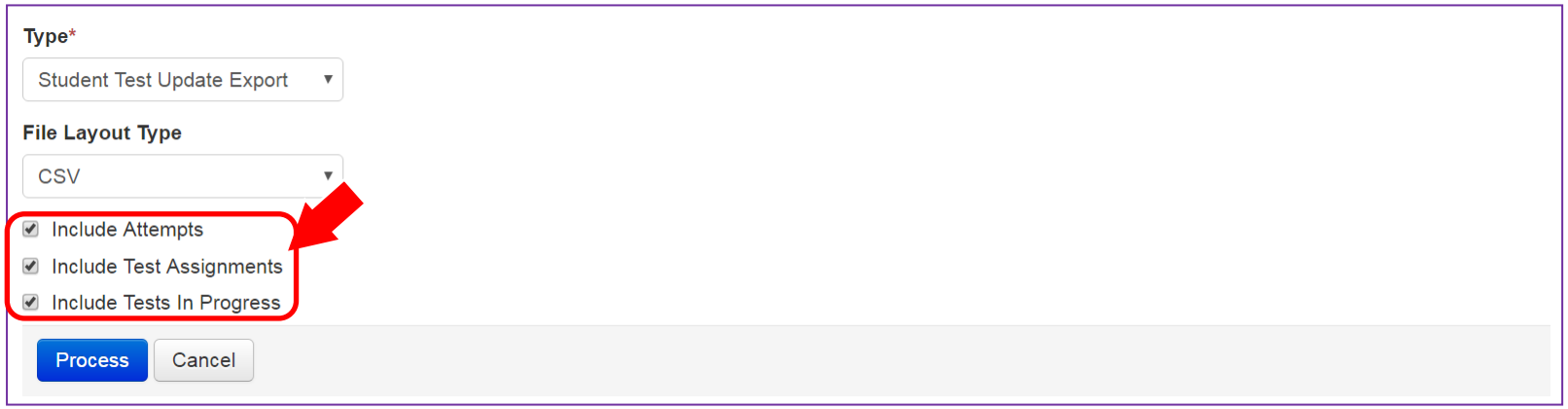
6. In the **Type** dropdown menu, select **Student Test Update Export**.



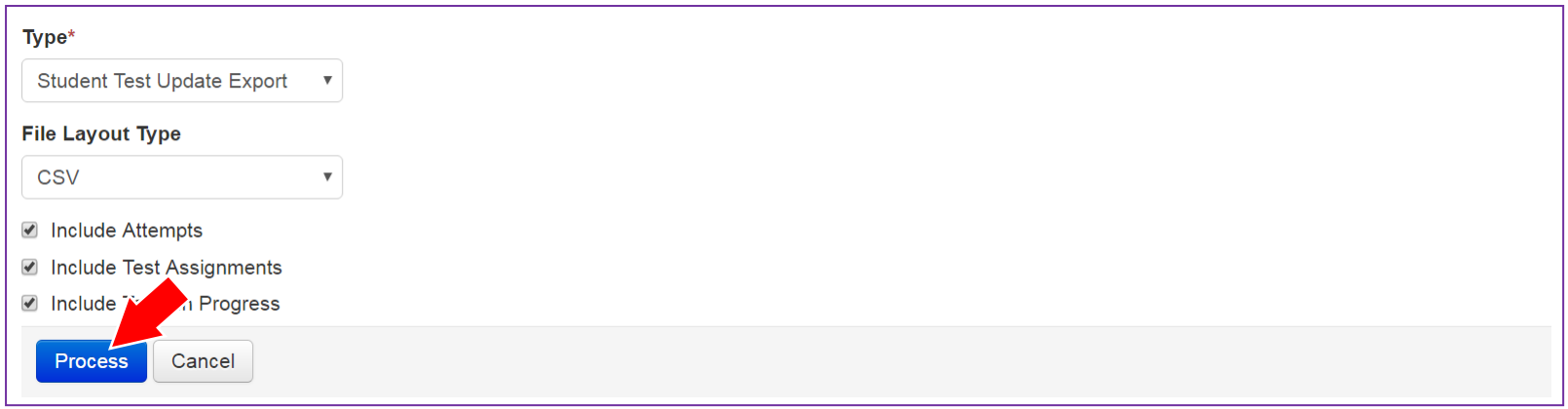
7. In the **File Layout Type** dropdown menu, select the type of file to be exported (.csv or Fixed).



8. Select all the filter values.

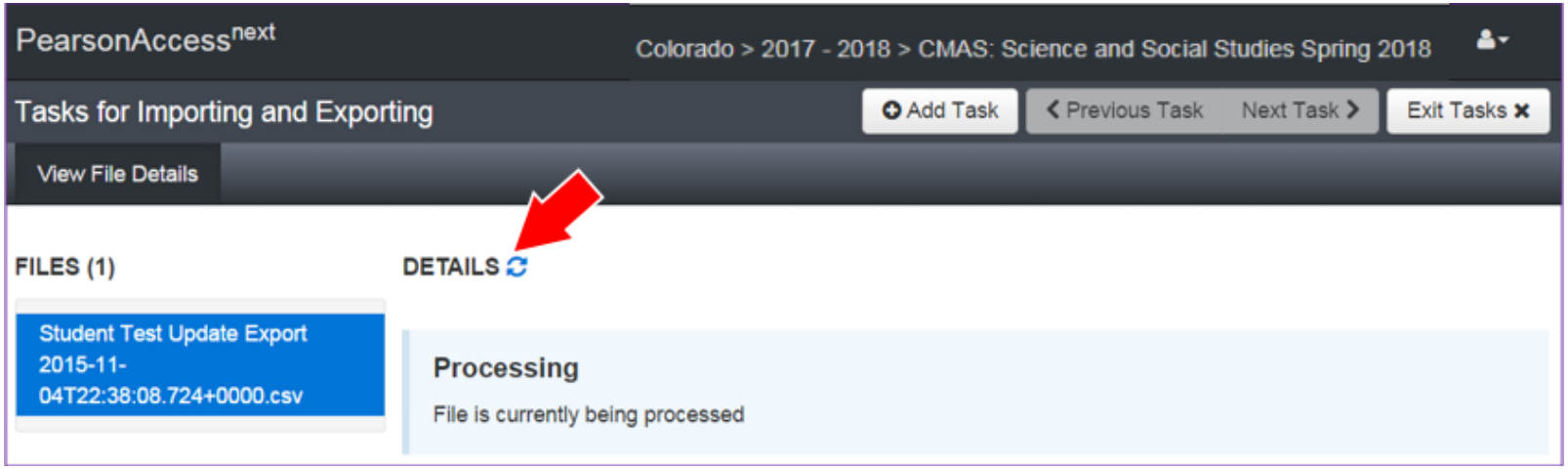


9. Click **Process** to submit the selected file.

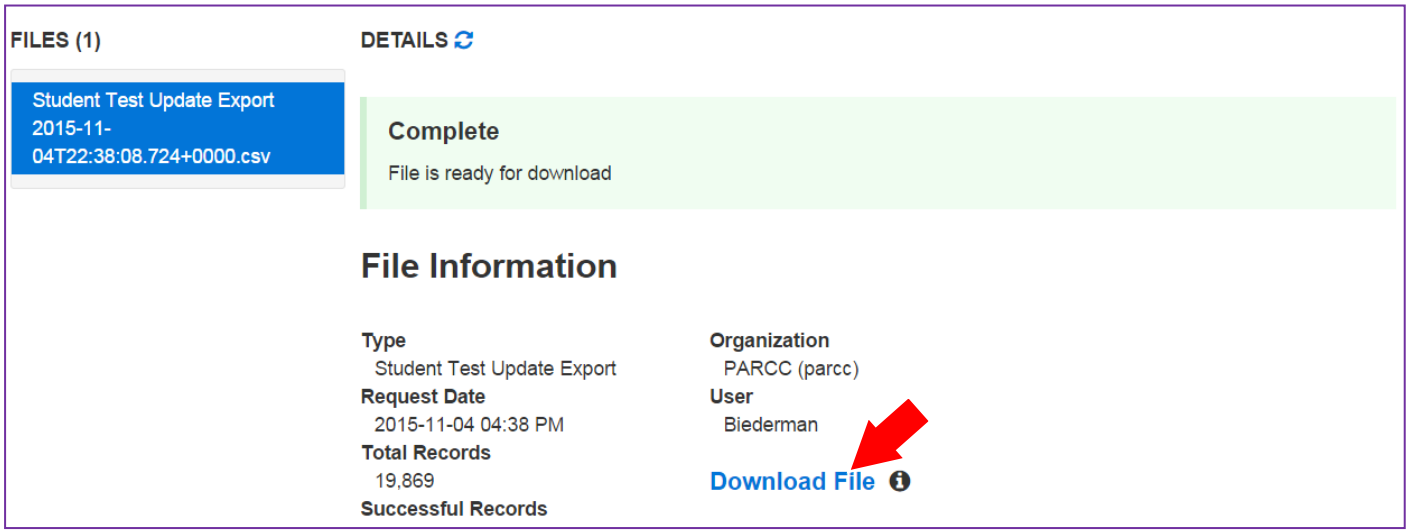


Checking the status of an exported file

The **View File Details** screen will appear after selecting **Process.** This screen will show the processing status. Select the icon to refresh the screen.

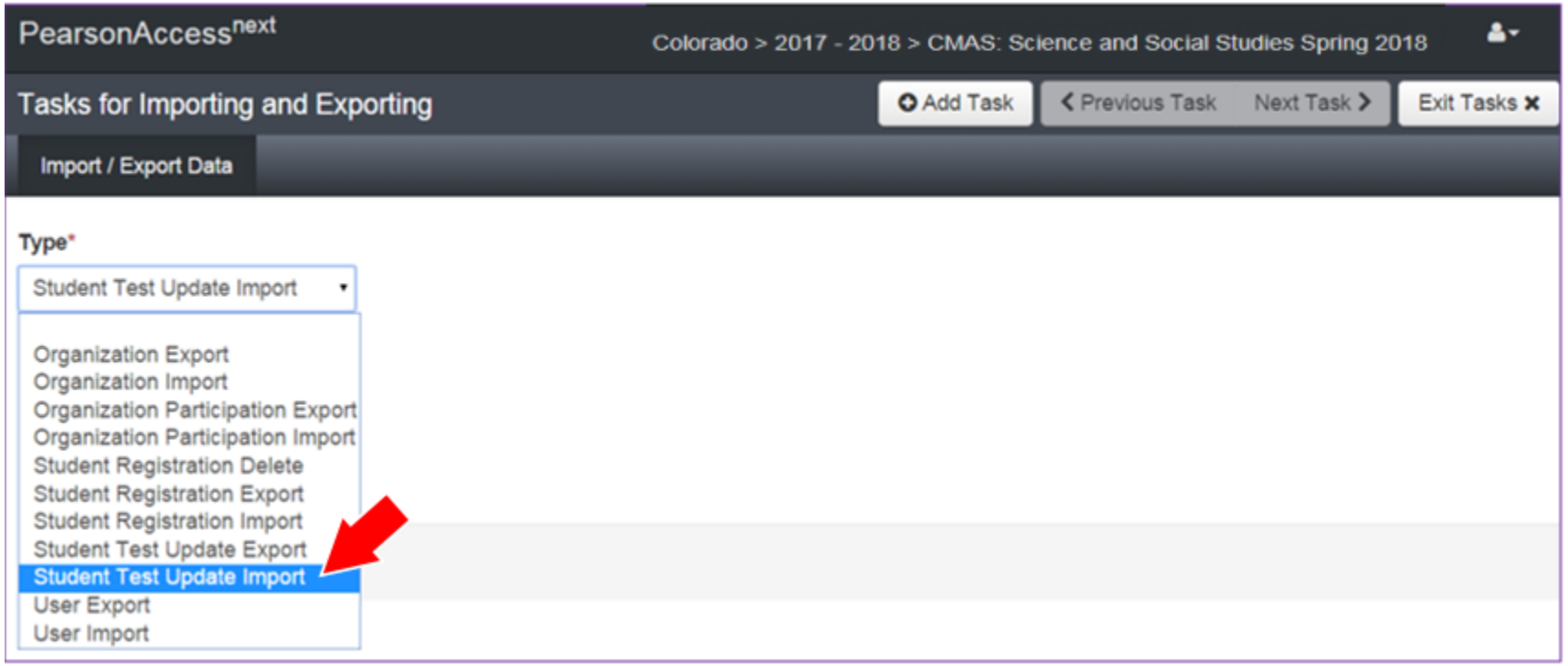


After the file processes, the **View File Details** screen will show a **Complete** message, and the number of **Successful Records** processed will be indicated. The number of **Error Records** processed will also be indicated.

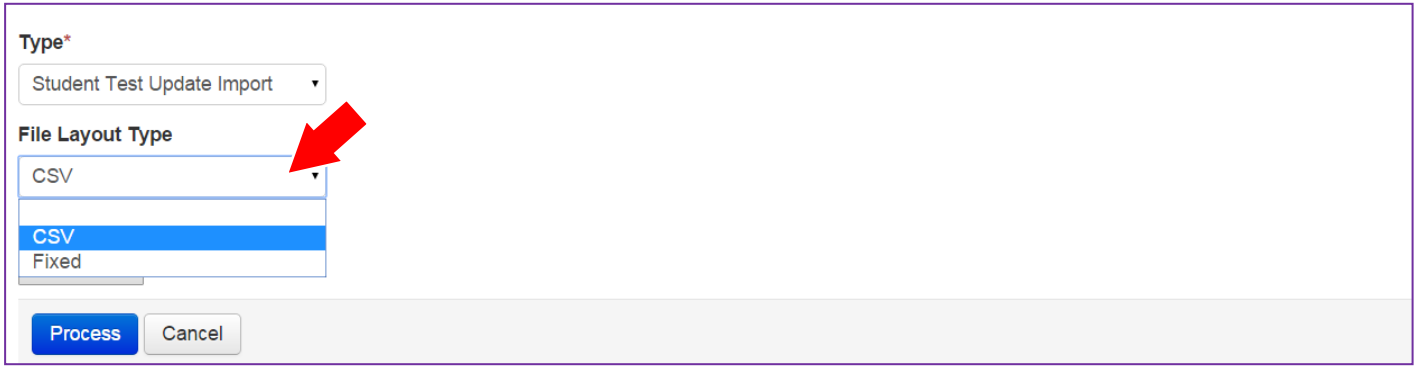


Import a Student Test Update File

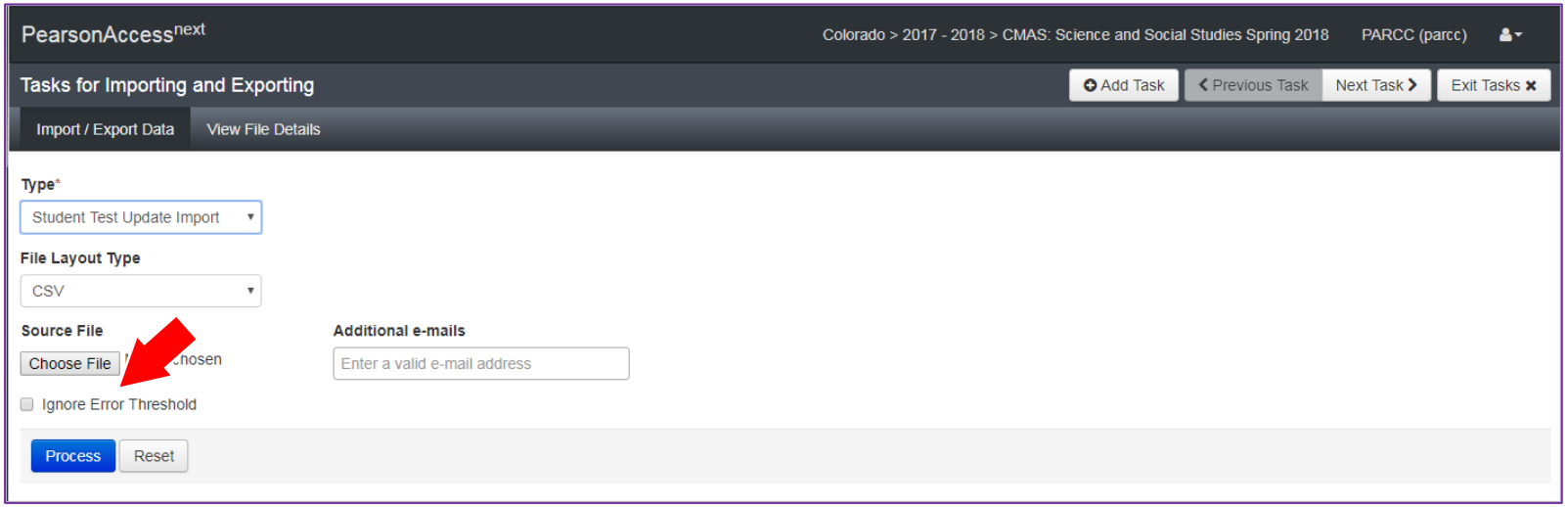
1. On the **Import/Export Task** screen, select **Student Test Update Import**.



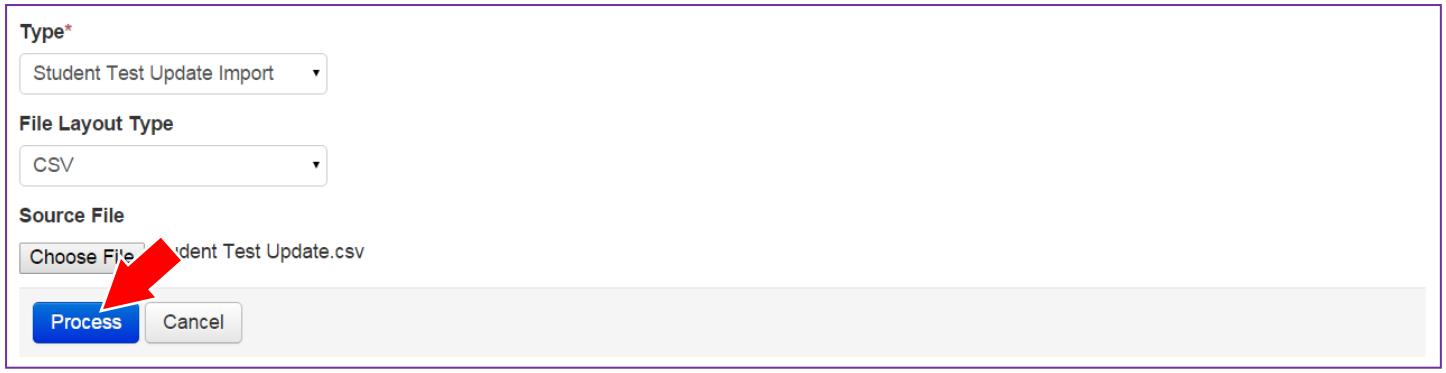
2. In the **File Layout Type** dropdown menu, select the type of file to be imported (.csv or Fixed).



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

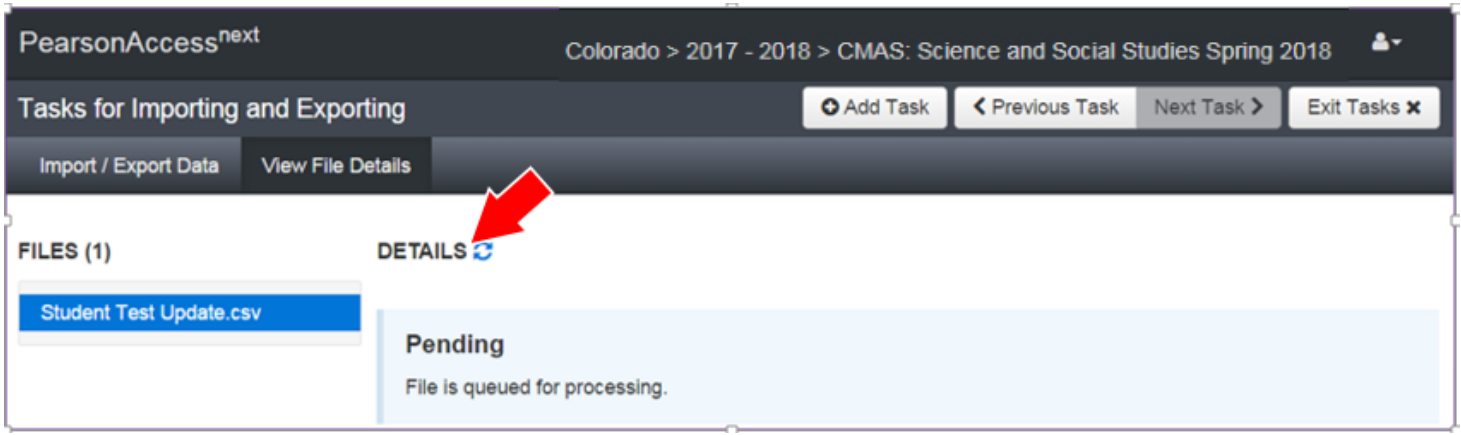


4. Once you see the correct .csv file listed, click **Process** to submit the selected file.

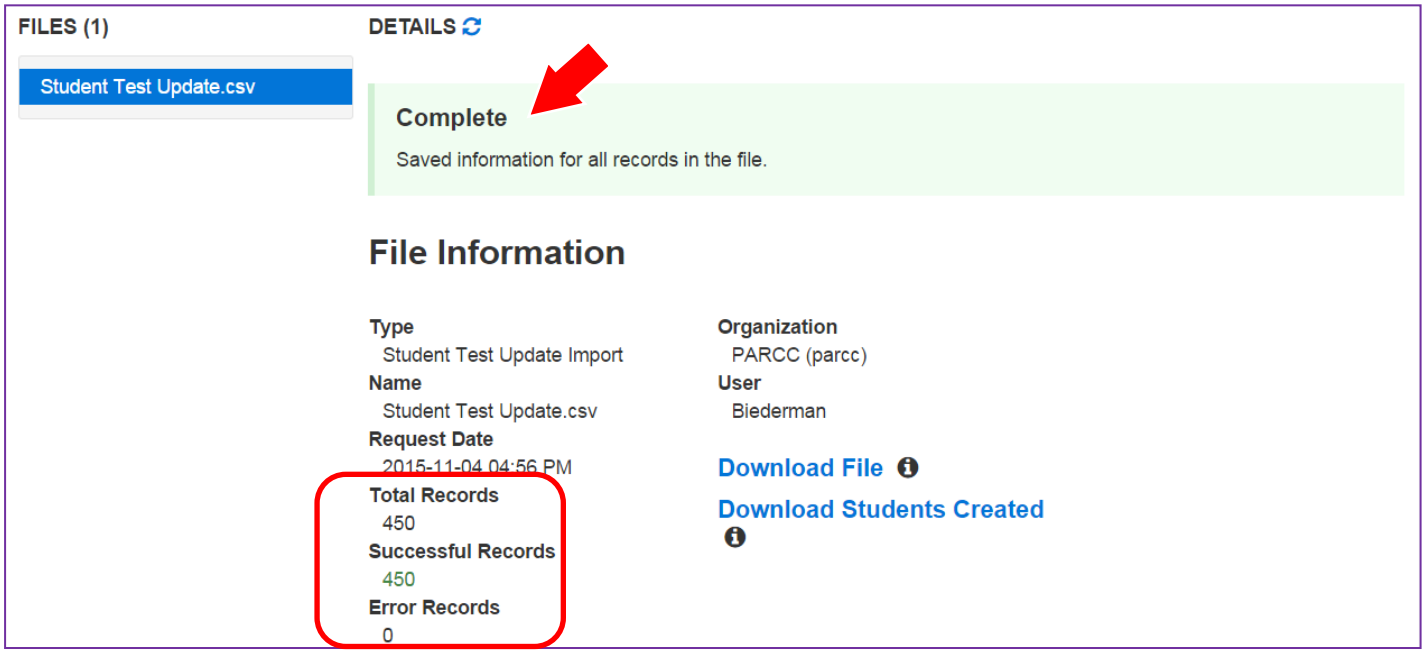


Checking the status of an imported file

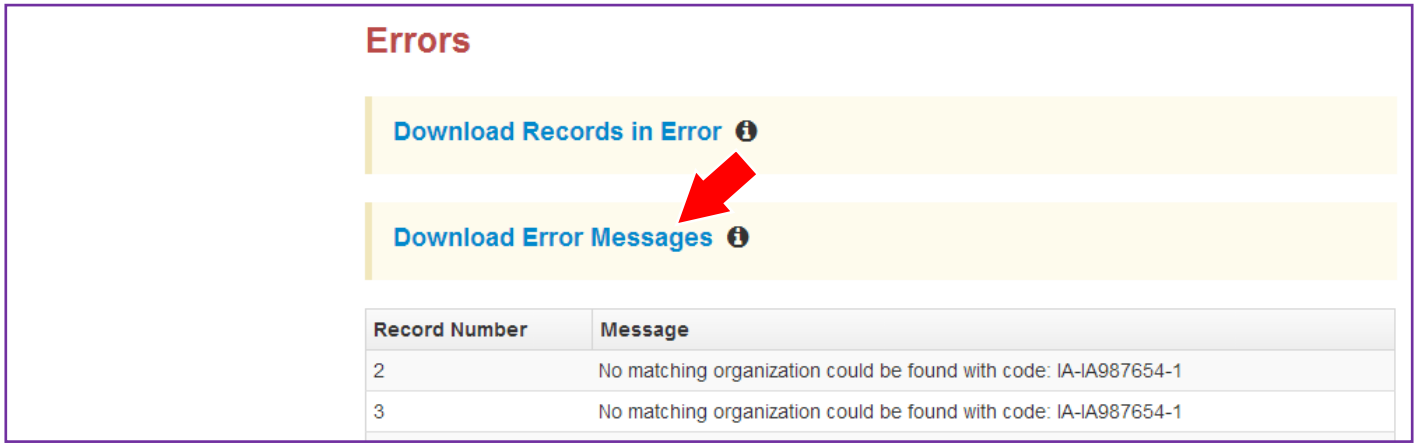
The **View File Details** screen will appear after selecting **Process.** This screen will show the processing status. Select the icon to refresh the screen.



After the file processes, the **View File Details** screen will show a **Complete** message, and the number of **Successful Records** processed will be indicated. The number of **Error Records** processed will also be indicated.



If there are errors, they will be 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).



Helpful Hint:
A file may contain records with or without errors. The records without errors will be imported into PearsonAccess[next]. Records with errors will need to be corrected and re-imported 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] will treat the records without errors as updates, even if no values changed. This will 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.
- In PearsonAccess^{next}, fields P – AI can only be viewed/updated by users with the Sensitive Data Add-on Role

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		No updates will be made to PearsonAccess^{next} from STU Import file.	**CO** = Colorado	N
B	Testing District Code	Y	15	The Testing District responsible for administering the test for a student.	No updates will be made to PearsonAccess^{next} from STU Import file.	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.	No updates will be made to PearsonAccess^{next} from STU Import file.	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 reporting 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. (10 digit SASID)	No updates will be made to PearsonAccess^{next} from STU Import file.	A-Z 0-9 No embedded spaces	N

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
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
H	Pearson ID	N	36	Unique student code assigned by PearsonAccess^{next}.	No updates will be made to PearsonAccess^{next} from STU Import file.		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.	**Mathematics and ELA** **03** = Third grade **04** = Fourth grade **05** = Fifth grade **06** = Sixth grade **07** = Seventh grade **08** = Eighth grade **Science and Social Studies** **04** = Fourth grade **05** = Fifth 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.	If left blank, this field creates a Critical Warning in PearsonAccess^{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.	A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.	**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.	A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.	**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.	A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.	**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.	A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.	**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.	A Critical Warning will appear in PearsonAccess^{next} if no race fields (Columns Q-W) have an expected value entered.	**Y** = Yes **N** = No Blank	Y
V	Filler Field	N	1		Note this field is being used as a placeholder for possible future data.	**N/A**	**N**
W	Gifted and Talented	N	1	An indication that the student is participating in and served by a Gifted/Talented program.	This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{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, but if left blank, this field will create a Critical Warning in PearsonAccess^{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, but if left blank, this field will create a Critical Warning in PearsonAccess^{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?
Z	Student With Disabilities	N	3	A student with disability may only receive allowable accommodations if the student has an IEP or 504 plan.	This field is not required during import of student data, but if left blank, this field will create a Critical Warning in PearsonAccess^{next} *Note: This field may be updated if it does not cause a validation error on a dependent accommodation field.	**IEP** = Student has IEP **504** = Student has 504 Plan **N** = No, student does not have IEP or 504 plan Blank	Y*
AA	Primary Disability Type	N* *See Field Notes and Validations	3	The major or overriding disability condition that best describes a person's impairment.	*This field is ONLY required if Student With Disabilities field equals "IEP".	**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	Y
AB	Homeless	N	20	Student meets the criteria of a homeless individual according to the 2001 McKinney-Vento reauthorization Act.		**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	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	Three digit language Code 000 = N/A	A-Z **000** = N/A Blank	Y
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.	English Learners (ELs) must have an English Proficiency rating entered (1, 2, 6, or 7) and non-EL students must be coded as 0 or 4. Former English Learners are coded as 5, 8 or 9. *Note: This field may be updated if it does not cause a validation error on a dependent accommodation field.	**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	Y

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Update-able?
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.	*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 PearsonAccess^{next} if blank. • 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.	**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	Y
AF	Title 1	N	20	Student receives Title 1 funding.		**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 2017.		**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 2017.		**0** = No **1** = Yes Blank	Y
AI	Expelled	N	20	Student is expelled from school or district.		**0** = No **1** = Yes (Expelled) Blank	Y
AJ	Filler Field	N	20	**N/A**	Note: This field is a placeholder for a possible future data field.	**N/A**	N

Test Data

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values		Updateable?
AK	Session Name	N	50	If this field is populated on an import and the test format is online, the test session will be auto-created and the student's test will be placed into the test session.	No updates will be made to PearsonAccess^{next} from STU Import file.	A-Z a-z 0-9 - ' (Standard Apostrophe) .) (& / + embedded spaces Blank		N
AL	Class Name	N	45	The name of a group of students.	No updates will be made to PearsonAccess^{next} from STU Import file.	A-Z a-z 0-9 - ' (Standard Apostrophe) .) (& / + embedded spaces Blank		N
AM	Test Code	Y	5	Identifier assigned to the test name.	The student's Grade Level must match the grade	**Mathematics and ELA**	**Science and Social Studies**	N

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values		Updateable?
					indicated as part of the Test Code or record will error. No updates will be made to PearsonAccess[next] from STU Import file.	**MAT03** = Grade 3 Math **MAT04** = Grade 4 Math **MAT05** = Grade 5 Math **MAT06** = Grade 6 Math **MAT07** = Grade 7 Math **MAT08** = Grade 8 Math **ALG01** = Algebra I **GEO01** = Geometry **MAT1I** = Integrated Math I **MAT2I** = Integrated Math II **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	
AN	Test Format	Y	1	Format of the Test : Paper (PBT) or Online (CBT)	No updates will be made to PearsonAccess[next] from STU Import file.	**P =** Paper **O =** Online		**N**
A0	Frequent Breaks	N	1	Student is allowed to take breaks, at their request, during the testing session. Does not stop test time. (Reporting this administrative consideration is optional)		**Y =** Yes Blank		Y
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

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Updateable?
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
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 STU 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	Note: This field is a placeholder for a possible future data field.	**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 <u>with</u> visual impairments**.	**Mathematics and ELA Only** No updates will be made to PearsonAccess^{next} from STU Import file.	**Mathematics and ELA** **Y =** Yes Blank **Science and Social Studies** **Filler Field**	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 <u>without</u> visual impairments**.	**Mathematics and ELA Only** No updates will be made to PearsonAccess^{next} from STU Import file.	**Mathematics and ELA** **Y =** Yes Blank **Science and Social Studies** **Filler Field**	N
AY	FILLER	N	1	**N/A**	Note: This field is a placeholder for a possible future data field.	**N/A**	**N**
AZ	FILLER	N	1	**N/A**	Note: This field is a placeholder for a possible future data field.	**N/A**	**N**

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values		Updateable?
BA	Large Print	N	1	A Large Print test booklet is provided with text increased 150% to an 18 point font. The student responds and responses must be transcribed into the answer document provided with the large print kit.	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. If expected value = "Y"; then the following criteria must be met or the record will error: • 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. The student responds and responses must be transcribed into the answer document provided in the braille kit.	If expected value = "01" then the following criteria must be met or record will error: • 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. If Calculation Device and/or Math Charts and/or Counters are populated, an Accommodation Reminder will be displayed stating: "Adding Calculation Device and/or Math Charts and/or Counters without proper documentation may result in the student's test being invalidated." Reminders cannot be cleared.	**Mathematics Only** If expected value = "C", "T", OR "B"; then the following criteria must be met or record will error: • Test Code = Mathematics Subject • AND Student with Disabilities = "504" OR "IEP".	**Mathematics and ELA** **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	**Science and Social Studies** **Filler Field**	N
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. If Scribe for ELA/L Constructed Response is populated, an Accommodation Reminder will be displayed stating: "Adding Scribe without proper documentation may result in the student's test being invalidated." Reminders cannot be cleared.	**ELA Only** If expected value = "01"-"04"; then the Test Code must = ELA/L Subject and Student with Disabilities field must = either "504" or "IEP" or record will error. No updates will be made to PearsonAccess^{next} from STU Import file.	**Mathematics and ELA** **01** = Speech-to-Text **02** = Scribe **03** = Signer **04** = External AT Device Blank	**Science and Social Studies** **Filler Field**	N
BE	Scribe for ELA Selected	N	2	The student's response is captured by an external	**ELA Only**	**Mathematics and ELA**	**Science and Social Studies**	N

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values		Updateable?
	Response			Speech to Text device, external AT device, Scribe or Signer for Selected Response or Technology Enhanced items types.	No updates will be made to PearsonAccess^{next} from STU Import file.	**01** = Speech-to-Text **02** = Scribe **03** = Signer **04** = External AT Device Blank	**Filler Field**	
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.	**Mathematics, Science and Social Studies Only** If expected value = "01"-"04"; then the following criteria must be met or record will error: • Test Code = Math, Sci, or SS Subject • AND Language Proficiency = "1" OR "2" • OR Student with Disabilities field = "504" OR "IEP".	**01** = Speech-to-Text **02** = Scribe **03** = Signer **04** = External AT Device Blank		Y
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.	**ELA, Science and Social Studies Only** If expected value = "Y"; then the following criteria must be met or record will error: • 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.	Spanish directions available on Avocet. Other native language directions must be translated locally. If expected value = "SPA" OR "HT", then the following criteria must be met or record will error: • Language Proficiency = "1" OR "2".	**SPA** = Spanish **HT** = Translator Blank		Y
BI	Non-English Response	N	2	The student's response is captured by an external speech-to-text device or human scribe. Note: Requires translation if responses are provided in a language other than English or Spanish. This accommodation is not allowed for ELA.	**Mathematics, Science and Social Studies Only** If expected value = "01"-"04"; then Language Proficiency must = "1" OR "2" or record will error.	**01** = Spanish – Written **02** = Spanish – Oral (Scribe Only) **03** = Lang other than Eng/Spa – Written (Transcription) **04** = Lang other than Eng/Spa – Oral (Scribe and Transcription) Blank		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 STU 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	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.	No updates will be made to PearsonAccess^{next} from STU Import file.	**Mathematics and ELA**	**Science and Social Studies**	N

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values		Updateable?
				Notes: • 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. • **ELA only:** If TTS is populated for an ELA test, an accommodation reminder will be displayed stating: "Adding Text-To-Speech to an ELA test without proper documentation may result in the student's test being invalidated." Reminders cannot be cleared. • **Math, Science and Social Studies only:** If Spanish Transadaptation = "SPA" and Text-to-Speech = "02" then the Spanish Text-to-Speech form will be assigned to the student.		**01** – Text-to-Speech for ELA **02** – Text-to-Speech for non-ELA subjects Blank	**02** – Text-to-Speech for non-ELA subjects Blank	

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations		Expected Values	Updateable?
					Mathematics and ELA	Science and Social Studies		
BM	Auditory Presentation: Oral Script (Reader/Signer)	N	2	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*. **Important Notes:** ***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]. **ELA only -** If Auditory Presentation: Oral Script is populated for an ELA test, an accommodation reminder will be displayed stating: "Adding Auditory Presentation: Oral Script to an ELA test without proper documentation may result in the student's test being invalidated." Reminders cannot be cleared. An oral script is not received for ELA assessments. Audio Guidelines must be followed to provide this unique accommodation to students with CDE-approved UARs.	If expected value = "01" OR "02"; then the following criteria must be met or record will error: • Assistive Technology with Braille must be blank, • Assistive Technology must be blank, • Text-to-Speech must be blank, • AND additional criteria must be met as follows: For **Mathematics Tests:** If expected value = "01", then the following criteria must be met: • Test Code = Math Subject, • Student with Disabilities = "504" OR "IEP", • AND Language Proficiency must be blank. OR If expected value = "01", then the following criteria must be met: • Test Code = Math Subject, • Language Proficiency = "1" OR "2", • AND Student with Disabilities must be blank. If expected value = "02", then the following criteria must be met: • Test Code = Math Subject • AND Test Format = "P". For **ELA Tests:** • Test Code = ELA Subject, • Student with Disabilities = either "504" OR "IEP", • AND Unique Accommodation = "Y".	If expected value = "01" OR "02"; then the following criteria must be met or record will error: • Text-to-Speech must be blank, • AND additional criteria must be met as follows: If expected value = "01"; then the following criteria must be met: • Student with Disabilities = "504" OR "IEP" • AND Language Proficiency must be blank. OR If expected value = "01"; then the following criteria must be met: • Language Proficiency = "1" OR "2" • AND Student with Disabilities must be blank. If expected value = "02", then the following criteria must be met: • Test Format = "P"	**01** = Signer/Lang Other than Eng/Spa **02** = Oral Script Blank	Y

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values		Updateable?
BN	Unique Accommodation	N	1	An accommodation required for a student with a disability that should only be provided if the Unique Accommodation Request is approved by CDE.	No updates will be made to PearsonAccess[next] from STU Import file.	**Mathematics and ELA** **Y** = Yes Blank	**Science and Social Studies** **Filler Field**	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.	• 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	Then Student Test UUID is used to match to the student test. No updates will be made to PearsonAccess[next] from STU Import file.			**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**
BT	Test Status	Y	7		No updates will be made to PearsonAccess[next] from STU Import file. .	**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.		**N**
BU	Total Test Items	N	3	Total number of questions/items on a 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 STU Import file.	0-9 Blank		**N**
BV	Test Attemptedness Flag	N	1	Flag indicating the test attempt has met the Colorado test attempt criteria.	No updates will be made to PearsonAccess[next] from STU Import file.	**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		**N**

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Updateable?
BW	Total Test Items Attempted	N	3	Total number of items attempted on the test Total Test Items Attempted will only be displayed if Battery Test Attemptedness Flag is not blank.	No updates will be made to PearsonAccess^{next} from STU Import file.	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**
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**

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Updateable?
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**
CZ	Calculated Invalidation	N	30	Calculated Invalidation	No updates will be made to PearsonAccess^{next} from STU Import file.	**Absent** **Other Assessment OR Duplicate** **1st Year in US English Learner** **Interrupted and Not Completed** **Withdrew Before/During Testing** **Student Test Refusal** **State Use** **Non-approved Accommodation** **Misadministration** **Medical Exemption** **Part Time Public/Home School** **Parent Excuse** **Valid Score** **Not Attempted** 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**

Column Letter	Field Name	Required Y/N	Field Length	Field Definitions	Field Notes & Validations	Expected Values	Updateable?
DC	Filler Field	N	1		Fields used in State SDF only	N/A	**N**
DD	Report Suppression Code	N	2		No updates will be made to PearsonAccess^{next} from STU Import file.	**01** = Report Suppression Code reason 1 **03** = Report Suppression Code reason 3 **06** = Report Suppression Code reason 6 Blank	**N**
DE	Report Suppression Action	N	2		No updates will be made to PearsonAccess^{next} from STU Import file.	**02** = Student Performance report (SPR) created and will be included on the Roster Report. Excluded from all Aggregated Reports. **05** = Student Performance Report (SPR) created. Will be excluded from the Roster Report and all Aggregated Reports. Blank	**N**
DF	End-of-Record	Y	1			**Y**	**N**