

CMAS: Science and Social Studies Spring 2016 Student Registration/Personal Needs Profile (SR/PNP) File Layout



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
A	State Abbreviation	Y	2	The abbreviation for Colorado	Error and reject record if value is invalid	CO = Colorado
В	Testing District Code	Y Required for Registration/ Testing	15	The Testing District responsible for administering the test for a student whose results would be reported to the Responsible District. Responsible and Testing District must be marked as participating in the administration. Official CDE District Code	Error and reject record if not matched with existing organization Error and reject record if organization is not participating.	A-Z 0-9
С	Testing School Code	Y Required for Registration/ Testing	15	The Testing School responsible for administering the test for a student whose results would be reported to the Responsible School/Institution Responsible and Testing School must be marked as participating in the administration. Official CDE School Code	matched with existing organization Error and reject record if	A-Z 0-9



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D	Responsible District Code	*N		services and/or instruction of the student. Also known as the Reporting District Responsible and Testing District must be marked as participating in the administration.	Error and reject record if not matched with existing organization Error and reject record if organization is not participating. *Blank - If blank, use Testing District Code	A-Z O-9 Blank
E	Responsible School Code	*N	15	The school responsible for specific educational services and/or instruction of the student. Responsible and Testing School must be marked as participating in the administration. Official CDE School Code	Error and reject record if not matched with existing organization Error and reject record if organization is not participating. *Blank - If blank use Testing School Code	A-Z O-9 Blank
F	State Student Identifier	Y Required for Registration/ Testing		The unique ten digit student number assigned by CDE.	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



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G	Local Student Identifier	N	30	A unique number or alphanumeric code assigned to a student by a school system or any other entity	Optional for States that have only a local student Identifier as their unique student identifier	A-Z 0-9 No embedded spaces Blank
H	Pearson Student Identifier	Ν	36	Unique student code assigned by Pearson.	Not required on import - Export will provide this Identifier. Read Only If field is populated and no student match is found a new Pearson Student Identifier will be assigned for the student.	Blank
I	Last or Surname	Y Required for Registration/ Testing	35	Student's last name as it appears in CDE's Record Integration Tracking System (RITS).	Error and reject record if invalid value.	A-Z 0-9 - ' (Standard Apostrophe) Embedded Spaces
J	First Name	Y Required for Registration/ Testing	35	Student's first name as it appears in CDE's Record Integration Tracking System (RITS).	Error and reject record if invalid value.	A-Z 0-9 - ' (Standard Apostrophe) Embedded Spaces



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К	Middle Name	Ν	35	A full legal middle name given to a person at birth, baptism, or through legal change.	Error and reject record if invalid value.	A-Z 0-9 - ' (Standard Apostrophe) Embedded Spaces Blank
L	Birthdate	Y Required for Registration/ Testing		Student's date of birth.	Error and reject record if invalid value.	YYYY-MM-DD
М	Sex	Y Required for Registration/ Testing	1	The concept describing the biological traits that distinguish the males and females of a species.	Error and reject record if invalid value.	M = Male F = Female
N	Date Most Recently Enrolled in US (State Field 1)	Ν	20	Date Most Recently Enrolled in US YYYY-MM-DD		YYYY-MM-DD Blank
Student Re	gistration Admi	nistration Lev	vel Dem	ographics		
0	Grade Level When Assessed	Y Required for Registration/ Testing	2	The grade level of a student when assessed.	Error and reject record if invalid value or not from the list.	04 = Fourth grade 05 = Fifth grade 07 = Seventh grade 08 = Eighth grade 11 = Eleventh grade
Р	Hispanic or Latino Ethnicity	Ν	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.	Error and reject record if invalid value.	Y = Yes N = No Blank



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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.	Error and reject record if invalid value.	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.	Error and reject record if invalid value.	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.	Error and reject record if invalid value.	Y = Yes N = No Blank
Т	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.	Error and reject record if invalid value.	Y = Yes N = No Blank
U	White	N	1	A person having origins in any of the original peoples of Europe, Middle East, or North Africa.	Error and reject record if invalid value.	Y = Yes N = No Blank
V	Filler Field	N	1			
W	Two or More Races	N	1	A person having origins in any of more than one of the racial groups.	Error and reject record if invalid value.	Y = Yes N = No Blank
X	English Learner (EL)	N	1	English Learner (EL)	Import - default blank to No UI entry will not default, blank will be stored as blank Error and reject record if invalid value.	Y = Yes N = No Blank



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Y	Filler		1			
Z	Gifted and Talented	Ν	1	An indication that the student is participating in and served by a Gifted/Talented program.	Import - default blank to No UI entry will not default, blank will be stored as blank Error and reject record if invalid	Y = Yes N = No Blank
AA	Migrant Status	Ν	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. A migrant student according to 1115(b)(A) and 1309(2) of the No Child Left Behind Act of 2001 and section 200.81(d) of the code of Federal Regulations.		Y = Yes N = No Blank



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
AB	Economic Disadvantage Status	Ν	1	An indication that the student met the State criteria for classification as having an economic disadvantage.	Import - default blank to No UI entry will not default, blank will be stored as blank Error and reject record if invalid value.	Y = Yes N = No Blank
AC	Student With Disabilities	Ν	3	If a student has a disability and an IEP, they are automatically covered by Section 504. If a student has an IEP and needs academic interventions, this should be included in their IEP. The IEP is required to address ALL of a student's needs that are related to the disability See more at: http://www.wrightslaw.com/blog/?p=122#sthash. J6JgIx6v.dpuf	Cross Validation: If Students With Disabilities equals IEP, then Primary Disability Type must be non-blank. Error and reject record if invalid value.	IEP 504 N = No Blank



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AD	Primary Disability Type	Ν	3	The major or overriding disability condition that best describes a person's impairment.	Cross validation: If Primary Disability is non-blank then Students with Disabilities must equal IEP. Trim leading spaces Error and reject record if invalid value.	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



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
AE	Homeless	Ν	20	Flag if the student meets the criteria of a homeless individual according to the 2001 McKinney-Vento reauthorization Act.	value. Import - default blank to 0 (No)	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		20	Student's language background.	Error and reject record if invalid value. Value is left justified	Valid Values: a-z 0 Three digit language Code 000 = N/A Blank Valid values listed in the Language Background Code List available at: http://www.cde.state .co.us/DataPipeline/o rg_language_codes.as p



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AG	Language Proficiency	Ν	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.	Applicable) UI entry will not default, blank will be stored as blank	English Proficient 4 = PHLOTE - English
					Value is left justified	Proficient 5 = FELL - Former ELL Blank
AH	Bilingual	N	20	This one digit field indicates whether the student is currently enrolled in a bilingual program, is in the monitoring period, or is exited.	Error and reject record if invalid value. Import - default blank to 0 (No)	Valid Values: 0 = No 1 = Yes 2 = Re-designated Monitored Y1
					UI entry will not default, blank will be stored as blank Value is left justified	3 = Re-designated Monitored Y2 4 = Exited Y3 5 = Not in Bilingual
						Program, Parent Choice



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AI	ESL Status	Ν	20	This one digit field indicates whether the student is currently enrolled in an English as a Second Language program, is in the monitoring period, or is exited	Error and reject record if invalid value. Import - default blank to 0 (No) UI entry will not default, blank will be stored as blank Value is left justified	Valid Values: 0 = No 1 = Yes 2 = Re-designated Monitored Y1 3 = Re-designated Monitored Y2 4 = Exited Y3 5 = Not in ESL Program, Parent Choice
AJ	Title 1	Ν	20	Student receives Title 1 funding	Error and reject record if invalid value. Import - default blank to 0 (No) UI entry will not default, blank will be stored as blank Value is left iustified	Valid Values: 0 = No 1 = Yes Blank
AK	Immigrant (Under Review)	Ν	20	As defined by USDE under Section 3301(6) Title III.	Error and reject record if invalid value. Import - default blank to 0 (No) UI entry will not default, blank will be stored as blank Value is left justified	Valid Values: 0 = No 1 = Yes Blank



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AL	Colorado Continuously	Ν	20		Error and reject record if invalid value. Import - default blank to 1 (Yes) UI entry will not default, blank will be stored as blank Value is left justified	Valid Values: 0 = No 1 = Yes Blank
AM	Continuous in District and School	Ν	20	school continuously since 10/1/2015	Error and reject record if invalid value. Import - default blank to 1 (Yes) UI entry will not default, blank will be stored as blank Value is left justified	Valid Values: 1 = Yes, continuously enrolled in both this school and district 2 = Continuously enrolled in the district, but not this school 3 = Not continuous in district or school Blank
AN	Expelled	Ν	20		Error and reject record if invalid value. Import - default blank to 0 (No) UI entry will not default, blank will be stored as blank	Valid Values: 0 = No 1 = Expelled Blank
AO	State Field	N	20	State Field		Blank



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Test Regist	rationTest Level					
AP	Session Name	Ν	50	CO 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.* If this field is populated on an import and the test format is paper the pre-ID labels will be sorted together for distribution. *This field can only be used once for CBT, otherwise, the student needs to be manually removed from the test session through the UI prior to updating this field and importing the SR/PNP.	Error and reject record if invalid value If Test Format = O, auto-create test session and place student test in session. If student is already assigned into a session for same test code the data will be ignored.	' (Standard Apostrophe))
AQ	Class Name	Ν	45	In the UI the students within the same class name can be assigned into a test session. Students and tests are registered to a Class. Class Name would be used for class rosters for reporting test results.	Error and reject record if invalid value	A-Z a-z 0-9 - (Standard Apostrophe)) (& & / \ + embedded spaces Blank



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
AR	Filler		30			
AS	Filler		30			
AT	Test Code PAN Note: Battery Test Collection Code	Y	7	Identifier assigned to the test name.	Validate against grade when assessed Soc04S must be 04 = Fourth grade Sci05S must be 05 = Fifth grade Soc07S must be 07 = Seventh grade Sci08S must be 08 = Eighth grade SciHSS must be 11 = Eleventh grade	Soc04S Sci05S Soc07S Sci08S SciHSS
AU	Test Format	Y	1	Paper = Paper Based Testing (PBT) Online = Computer Based Testing (CBT)	Error and reject record if invalid value or blank	P = Paper Based Testing O = Computer Based Testing
AV	Filler		1			
Assessmen	nt Need Plan Te	st Level				
AW	EL Accommodation	Ν	1	English language learner accommodations needed for a given assessment. This field will be used for cross validation on the PNP file for all EL accommodations and accessibility features	Error and reject record if invalid value.	Y = Yes Blank
Administra	tion Considerat	ions				
AX	Frequent Breaks	N	1	Student is allowed to take breaks, at their request, during the testing session.	Error and reject record if invalid value.	Y = Yes Blank
AY	Separate/Alterna te Location	N	1	Student tested in specially assigned location.	Error and reject record if invalid value.	Y = Yes Blank



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AZ	Small Testing Group	Ν	1	Student is tested in a separate location with a small group of students with matching accessibility features or accommodations/testing needs as appropriate.	Error and reject record if invalid value.	Y = Yes Blank
BA	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.)	Error and reject record if invalid value.	Y = Yes Blank
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.)	Error and reject record if invalid value.	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., Science in the morning; no testing after lunch; etc.)	Error and reject record if invalid value.	Y = Yes Blank
	ty Features Iden or English learr		nce (Th	ese accessibility features are available to a	Il students and not limited to	students with
BD	Filler		1			
BE	Filler		1			



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BF	Color Contrast	N	2	Used to assign this accessibility feature for online testing. The interface launches a pre-selected alternate color combination for the text (foreground) and background colors.	If Format = O and Color Contrast = 07 (batch file)/Color Overlay (in the UI) then error. If Format = P and Color Contrast is not = 07 (batch file)/Color Overlay (in UI) or blank, then error. Note: If 01, 02, 03, 04, 05, 06 are provided in the batch file then Format has to be "O" Online. If black-cream , black-lblue, black- Imagenta, white-black, yellow-blue or dgray-pgreen are selected in the UI then Format has to be "O" Online.	02 = black-lblue 03 = black-lmagenta 04 = white-black 05 = yellow-blue 06 = dgray-pgreen 07 = Color Overlay Blank UI display name Black on Cream Black on Light Blue Black on Light Magenta White on Black
				h Disabilities with an IEP or 504 Plan eds profile supports presentation accomm	odations	
BG	Filler		1			
BH	Filler		1			
BI	Filler		1			
BJ	Filler		1			
BK	Filler		1			
BL	Filler		1			



Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
BM	Large Print	N	1	A large print test booklet is provided with text increased 150% to an 18 point font. Student responds in large print booklet and responses are transcribed.	Error and reject record if invalid value. If Large Print = Y, format must = P and Students With Disability must = either 504 or IEP	Y = Yes Blank
BN	Braille with Tactile Graphics	Ν	2	A hard copy braille test booklet is provided with embedded tactile graphics. Student responds and responses are transcribed.	Error and reject record if not one of the options listed. If Braille with Tactile Graphics is non-blank, Format must = P and Students With Disability must = IEP	03 = Contracted Braille 04 = Uncontracted Braille Blank
BO	Filler		1			
BO BP	Filler Filler		1			
BP Response : Accommo	Filler Accommodatior dations from a s		1 s with D onal ne	bisabilities with an IEP or 504 Plan eds profile supports response accommoda	tions	
BP Response Accommo BQ	Filler Accommodatior dations from a s Filler		1 s with E onal neo		tions	
BP Response Accommo BQ BR	Filler Accommodatior dations from a s Filler Filler		1 s with D onal neo 1 2		tions	
BP Response Accommo BQ	Filler Accommodatior dations from a s Filler		1 s with E onal neo		tions	
BP Response Accommo BQ BR BR BS	Filler Accommodatior dations from a s Filler Filler Filler		1 s with E onal neo 1 2 1		tions	
BP Response Accommo BQ BR BS BT	Filler Accommodatior dations from a s Filler Filler Filler Filler		1 s with E onal new 1 2 1 2		Error and reject record if invalid	01 = Speech-to-Text 02 = Human Scribe 03 = Human Signer 04 = External AT Device Blank



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
ΒХ	Word Prediction	Ν	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.	Error and reject record if invalid value. If Word Prediction = Y, Students With Disability must = either 504 or IEP or EL Accommodation must = Y	Y = Yes Blank
Accommod	ations for Engli	sh Learners (I	L)			
BY	Administration	N	1	The test administrator clarifies general	Error and reject record if invalid	Y = Yes
	Directions			administration instructions only.	value.	Blank
	Clarified in					
	Student's Native				If Administration Directions	
	Language				Clarified in Student's Native Language = Y, EL Accommodation	
					must = Y	



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
BZ	Administration Directions Read Aloud in Student's Native Language	Ν	3	The test administrator reads aloud, and repeats as needed, test directions in students' native language.	value. If Administration Directions Read Aloud in Student's Native Language does not = blank, EL Accommodation must = Y	ARA = Arabic CHI = Chinese (Mandarin) HAT =Haitian Creole NAV = Navajo POL = Polish POR = Portuguese RUS = Russian SPA = Spanish URD = Urdu VIE = Vietnamese HT = Human Translator Blank
CA	Science or Social Studies Response/Scribe - EL	Ν	2	A student's response is captured by an external Speech to Text device or Human Scribe.	value.	01 = Speech-to-Text 02 = Human Scribe Blank



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
СВ	Translation of the Assessment (Spanish)	Ν	3	Used to assign the Spanish form of the assessment. For translated paper tests, Test Format must be P. For translated online tests, Test Format must be O.		SPA = Spanish Blank Note: All Translated CBT forms are Spanish. For PBT, HS/MS forms are Spanish; ES forms are Spanish-English Bilingual



Column Letter	Field Name	Required Field for Student Registration	Field Length	Field Definition	Field Notes & Validations	Expected Values
СС	Word to Word Dictionary (English/Native Language)	Ν		Student uses a published word-to-word hand-held dictionary.	Error and reject record if invalid value. If Word to Word Dictionary (English/Native Language = Y, EL Accommodation must = Y	Y = Yes Blank
Other Acce	ssibility Feature	es and Accom	modatio	ons		
CD	Text-to-Speech	Ν	2	Used to assign the text-to-speech form administered for online testing. Text-To-Speech functionality is embedded into the TestNav platform. It provides a computer read aloud of assessment content but does not support navigation directions. It is not intended to support students who are blind.	Test Format must = O, and the	03 = English 04 = Spanish Blank



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CE	Oral Presentation: Oral Script or Human Signer	Ν	2	CBT script.	Error and reject record if invalid. If Oral Presentation: Oral Script or Human Signer = 01 The following field must be IEP or 504 (Student with Disabilities) If test format = "O", student should get CBT oral script for translation Form 01 Science/Social Studies Form Assigned if test format = "P" student should get PBT oral script for translation. If Oral Presentation: Oral Script or Human Signer = 03 Test format must = P and Student with Disabilities must = IEP or 504 or EL Accommodation must be non-blank. If Oral Presentation: Oral Script or Human Signer = 04 Test format must = P and the following field must be Y (EL Accommodation). Translation of the Assessment must = SPA. If Oral Presentation: Oral Script or Human Signer = 05 Test format must = P and Student with Disabilities must = IEP or 504 or EL Accommodation must be non-blank. If Oral Presentation: Oral Script or Human Signer = 05 Test format must = P and Student with Disabilities must = IEP or 504 or EL Accommodation must be non-blank. If Oral Presentation: Oral Script or Human Signer = 06 Test format must = O and Student with Disabilities must = IEP or 504 or EL Accommodation must be non-blank. If Oral Presentation: Oral Script or Human Signer = 06 Test format must = O and Student with Disabilities must = IEP or 504 or EL Accommodation must be non-blank. Form O1 Science/Social Studies Form Assigned.	01 = Human Signer 03 = PBT English Oral Script 04 = PBT Spanish Oral Script 05 = PBT Oral Script for Translation 06 = CBT Oral Script for Translation Blank
CF	Filler	N	1			Blank



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CG	Emergency Accommodation	Ν		An emergency accommodation for a student who incurs a temporary disabling condition that interferes with test performance shortly before or during the assessment window.	Error and reject record if invalid value.	01 = Human Scribe 99 = Other Blank
Timing and	Scheduling Acc	ommodation	s for En	glish Learners and Students with Disabilition	es	
СН	Extended Time	N	6	Extended Time is provided to the student.	Error and reject record if invalid value.	EL IEP504 Both Blank