# 2022-2023 CMAS Student Biographical Data (SBD) Review

**Purpose:**

The purpose of the Colorado Measures of Academic Success (CMAS) Student Biographical Data (SBD) review process is to review and to update the biographical data associated with the following CMAS assessments:

- English Language Arts (ELA)
- Mathematics
- Science
- Colorado Spanish Language Arts (CSLA)
- CoAlt Science

This document provides the file layout, field definitions, and specific instructions for each field. Please read through this document before completing the SBD review. If there are any issues or questions during the review, contact SBD Support: sbdsupport@cde.state.co.us or 720.696.0185

This document refers to RITS.  RITS is the acronym for Record Integration Tracking System. If you are unfamiliar with RITS, contact SBD support using the contact information above.
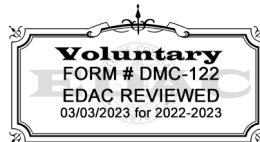
**Dependencies:**
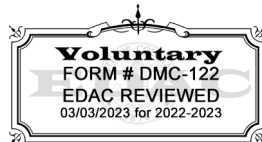
None

**Record Expectation:**

N/A

🔑**Indicates Primary Key**

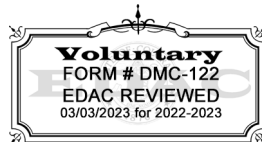# 2022-2023 CMAS Student Biographical Data (SBD) Review

| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| Sequence Number 🔑 | 7 | 1 | 7 | 1 | A | A unique seven character alphanumeric code assigned to each record, generated by Data Pipeline. This number cannot be changed. | No |
| Responsible District Code | 4 | 8 | 11 | 2 | B | The district code where the student is enrolled. This district will receive student reports and will also be used as the district for accountability calculations and public reporting of assessment results.<br><br>See the field definition below for more information about how to transfer student scores to another school in another district. | No |
| Responsible School Code | 4 | 12 | 15 | 3 | C | The school code where the student is enrolled. This school will be used for accountability calculations and public reporting.<br><br>Uses the four-character code assigned to the school by CDE.<br><br>You may change the school code during the SBD Review Process as long as the new school is in the same district.<br><br>See the field definition below for more information about how to transfer student scores to another school in another district. | Yes |
| Responsible District Name | 35 | 16 | 50 | 4 | D | Official CDE name for the District based on Responsible District Code. | No |
| Responsible School Name | 35 | 51 | 85 | 5 | E | Official CDE name for the School based on Responsible School Code. | No |
| Testing District Code | 4 | 86 | 89 | 6 | F | The district code where the assessment was administered. | No |
| Testing School Code | 4 | 90 | 93 | 7 | G | The school code where the assessment was administered. | No |
| Testing District Name | 35 | 94 | 128 | 8 | H | Official CDE District name where the assessment was administered based on Testing District Code. | No |
| Testing School Name | 35 | 129 | 163 | 9 | I | Official CDE School name where the assessment was administered based on Testing School Code. | No |
| Student State ID | 10 | 164 | 173 | 10 | J | A unique ten-digit number assigned to each student by CDE. | Yes |

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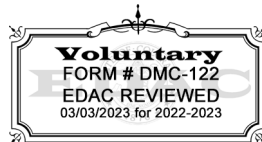# 2022-2023 CMAS Student Biographical Data (SBD) Review

| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| (SASID) | | | | | | | |
| Local ID (LASID) | 10 | 174 | 183 | 11 | K | A unique number assigned to each student locally. You may leave this field blank | Yes |
| Student Last Name | 30 | 184 | 213 | 12 | L | Student's last name as recorded in RITS. | Yes |
| Student First Name | 30 | 214 | 243 | 13 | M | Student's first name as recorded in RITS. | Yes |
| Preferred First Name | 35 | 244 | 278 | 14 | N | The first name used by a student other than their legal first name for any reason. This field is not required and can be left blank. | Yes |
| Student Middle Name | 30 | 279 | 308 | 15 | O | Student's middle name. This field is not compared to data in RITS. You may leave this field blank. | Yes |
| Student Date of Birth | 8 | 309 | 316 | 16 | P | Student's date of birth as recorded in RITS.<br><br>Format = MMDDYYYY. | Yes |
| Student Gender | 2 | 317 | 318 | 17 | Q | Student's sex as recorded in RITS.<br><br>Valid Values:<br>• 01 = Female<br>• 02 = Male | Yes |
| Grade Level | 3 | 319 | 321 | 18 | R | Student's grade level at test administration.<br><br>Valid Values:<br>• 030 = Grade 3<br>• 040 = Grade 4<br>• 050 = Grade 5<br>• 060 = Grade 6<br>• 070 = Grade 7<br>• 080 = Grade 8<br>• 110 = Grade 11<br><br>*Changing this field will cause an error. Contact SBD support for further instructions. | Yes* |

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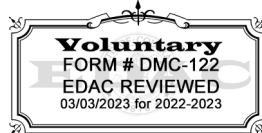# 2022-2023 CMAS Student Biographical Data (SBD) Review

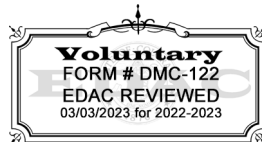| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| Student Ethnicity: Hispanic or Latino | 1 | 322 | 322 | 19 | S | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Student Race: American Indian or Alaska Native | 1 | 323 | 323 | 20 | T | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Student's Race: Asian | 1 | 324 | 324 | 21 | U | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Student Race: Black or African American | 1 | 325 | 325 | 22 | V | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Student Race: White | 1 | 326 | 326 | 23 | W | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Student Race: Native Hawaiian or Other Pacific Islander | 1 | 327 | 327 | 24 | X | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Free/Reduced Lunch Price Eligible | 2 | 328 | 329 | 25 | Y | Valid Values:<br>   00 or N = Not eligible<br>   01 or Y = Free lunch eligible<br>   02 or Y = Reduced lunch eligible<br><br>See the field definition below for more information. | Yes |
| IEP or Section 504 Handicapped | 3 | 330 | 332 | 26 | Z | Valid Values:<br>• IEP = Student has IEP<br>• 504 = Student has a 504 Plan<br>• BLANK = Student does not have an IEP or 504 Plan<br><br>If a student has both an IEP and a 504 plan, use IEP.<br><br>*This field is not updateable during the SBD review process if the student used an accommodation during testing that requires an IEP | Yes* |

| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| | | | | | | based on the 'Accommodation Type Used' field. See field definitions below for more details. | |
| Accommodation Type Used | 6 | 333 | 338 | 27 | AA | Values:<br>• IEP504 = Student used one or more accommodations that require an IEP/504 Plan<br>• ML = (formerly EL) Student used one or more accommodations based on the student's Multilingual Learner status.<br>• Either = Student used one or more accommodations that require either an IEP/504 Plan or ML status<br>• Both = Student used accommodations that require both an IEP/504 Plan and ML status.<br><br>This field is not updateable during the SBD review process. It is presented for informational purposes only. | No |
| Language Background | 3 | 339 | 341 | 28 | AB | A three-character code that identifies the native language of multilingual learners. Multilingual learners are students whose Language Proficiency code is anything other than 00.<br><br>For a complete list of Language Background codes, go to https://www.cde.state.co.us/datapipeline/org_orgcodes. Then, click on "Language Codes", and an Excel document will download. Please use the code in the "New Code" column (column C). | Yes |
| Primary Disability | 2 | 342 | 343 | 29 | AC | Student's primary disability. If the student has more than one disability, report the major disability as reflected on the student's IEP.<br><br>Valid Values:<br>• 00 = None<br>• 01 = Intellectual disability | Yes |

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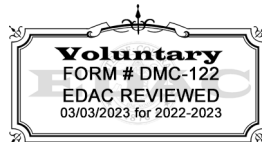EDAC REVIEWED
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| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| | | | | | | • 03 = Emotional disability<br>• 04 = Specific learning disability<br>• 05 = Hearing impairment<br>• 06 = Visual impairment<br>• 08 = Speech or language impairment<br>• 09 = Deaf-blindness<br>• 10 = Multiple disabilities<br>• 11 = Developmental delay<br>• 13 = Autism spectrum disorders<br>• 14 = Traumatic brain injury<br>• 15 = Orthopedic impairment<br>• 16 = Other health impairment<br><br>All students with a Primary Disability must also have an IEP. | |
| Homeless | 1 | 344 | 344 | 30 | AD | Valid Values:<br>• 0 = No<br>• 3 = Yes and in custody of parent/guardian<br>• 4 = Yes and not in custody of parent/guardian<br><br>See the field definition below for more information. | Yes |
| Language Proficiency | 1 | 345 | 345 | 31 | AE | A rating that describes a student's ability to speak, to listen, to read, and to write in English.<br><br>Valid Values:<br>• 0 = NA (Use this code for students who are not multilingual learners)<br>• 1 = NEP (Non English Proficient)<br>• 2 = LEP (Limited English Proficient) | Yes* |

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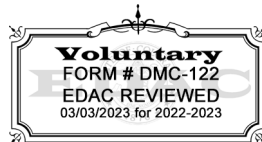# 2022-2023 CMAS Student Biographical Data (SBD) Review

| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| | | | | | | • 4 = PHLOTE (Primary or Home Language Other Than English)<br>• 5 = FELL (Former English Language Learner)<br>• 6 = FEP (Fluent English Proficient) Monitor Year 1<br>• 7 = FEP (Fluent English Proficient) Monitor Year 2<br>• 8 = FEP (Fluent English Proficient) Exited Year 1<br>• 9 = FEP (Fluent English Proficient) Exited Year 2<br><br>*This field is not updateable during the SBD review process if the student used an accommodation during testing that requires EL status of 1 or 2 based on the 'Accommodation Type Used' field. See field definitions below for more details. | |
| Language Instruction Program | 2 | 346 | 347 | 32 | AF | Type of English language instructional program used to educate a student who is a multilingual learner.<br><br>Valid Values:<br>• 00 = Not Applicable.  Use this code for students who are not multilingual learners.<br>• 01 = English as a Second Language (ESL) or English Language Development (ELD)<br>• 02 = Dual language or two-way immersion<br>• 03 = Transitional bilingual education or early-exit bilingual education<br>• 04 = Content classes with integrated ESL support<br>• 05 = Newcomer programs<br>• 97 = Other<br>• 98 = Not in a language instruction program, parent choice | Yes |
| Continuous in District | 1 | 348 | 348 | 33 | AG | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Continuous in School | 1 | 349 | 349 | 34 | AH | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |

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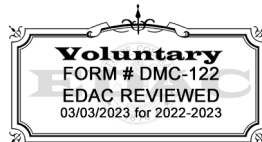EDAC REVIEWED
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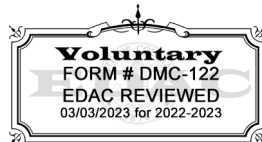| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| Date First Enrolled in US | 8 | 350 | 357 | 35 | AI | Date a student first enrolled in any public or non-public US school (not Puerto Rico) in grade kindergarten or higher.<br><br>Format = MMDDYYYY<br>See the field definition below for more information. | Yes |
| Expelled | 1 | 358 | 358 | 36 | AJ | Use this field to indicate if the student was expelled at the time of testing.<br><br>0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |
| Gifted and Talented | 1 | 359 | 359 | 37 | AK | 0 = No; 1 = Yes<br>See the field definition below for more information. | Yes |

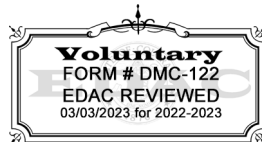| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| Test Code | 5 | 360 | 364 | 37 | AL | Values:<br>MATH<br>• MAT03<br>• MAT04<br>• MAT05<br>• MAT06<br>• MAT07<br>• MAT08<br>ELA<br>• ELA03<br>• ELA04<br>• ELA05<br>• ELA06<br>• ELA07<br>• ELA08<br><br>CSLA<br>• SLA03<br>• SLA04<br>SCI/SS CMAS<br>• SC05S<br>• SCMSS<br>• SCHSS<br><br>SCI/SS CoAlt<br>• SC05A<br>• SCMSA<br>• SCHSA | No |
| Test Content | 4 | 365 | 368 | 38 | AM | Values:<br>• MATH = Math | No |

| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| | | | | | | • ELA = English Language Arts<br>• CSLA = Spanish Language Arts<br>• SCI = Science<br>• SCIA = CoAlt Science | |
| Test Status | 7 | 369 | 375 | 39 | AN | Indicates whether a student has started or completed the assessment.<br><br>Values:<br>• Assign = Test was assigned to a student but **NOT** started or completed. This record will not receive a score.<br>• Attempt = Test was assigned to a student and the test was either started or completed. This record may receive a score if the student completed enough items and no Void Score Reason is applied. | No |
| Attemptedness | 1 | 376 | 376 | 40 | AO | Indicates whether the student responded to enough items on the assessment to receive a score for all assessments where the value for Test Status = 'Attempt'.<br><br>Values:<br>• Y = Met attemptedness criteria<br>• N = Did not meet attemptedness criteria. A **Void Score Reason** can be used to indicate why the student did not complete the test.<br>• Blank = This field is blank for records where the value of Test Status = 'Assign'. A **Not Tested Reason** can be used to indicate why the student did not test. | No |
| Not Tested Reason | 2 | 377 | 378 | 41 | AP | Use this field indicate to the reason a student did not test for records where the value for Test Status is 'Assign'. | Yes |

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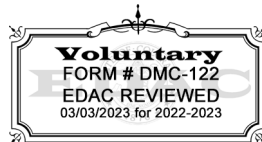EDAC REVIEWED
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| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| | | | | | | Valid Values:<br>• NA or Blank = No code assigned<br>• 00 = Absent<br>• 01 = Took other assessment or duplicate record<br>• 02 = Newcomer to US (ELA Only)<br>• 03 = Withdrew before or during testing window<br>• 04 = Student test refusal<br>• 05 = Non-approved accommodation<br>• 06 = Misadministration<br>• 07 = Medical exemption<br>• 08 = Part-time public/Part-time home school<br>• 09 = Parent excuse | |
| Void Score Reason | 2 | 379 | 380 | 42 | AQ | Use this field to invalidate scores for records where the value for Test Status is 'Attempt'. Applying a Void Score Reason will prevent the student's test from being processed for scoring.<br><br>Valid Values:<br>• NA or Blank = No code assigned<br>• 01 = Took other assessment or duplicate record<br>• 02 = Interrupted and not completed<br>• 03 = Withdrew before or during testing window<br>• 04 = Student test refusal<br>• 05 = Non-approved accommodation<br>• 06 = Misadministration<br>• 07 = Medical exemption<br>• 08 = Part-time public/Part-time home school<br>• 09 = Parent excuse | Yes |
| Report Suppression | 2 | 381 | 382 | 43 | AR | Values: | No |

# 2022-2023 CMAS Student Biographical Data (SBD) Review

| Name of Field | Max Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Remarks, Valid Values, Formatting, Examples | Updateable For SBD? |
|---|---|---|---|---|---|---|---|
| Code | | | | | | • 01 = Home school student<br>• 03 = Off grade<br>• 06 = Misadministration<br>• Blank = No report suppression needed<br><br>This field is updated by CDE. See the field definition below for more details about how and when to request changes. | |
| Calculated Invalidation Code | 30 | 383 | 412 | 44 | AS | This field is calculated by CDE to determine the final status of each record. Refer to the chart on Page 26 for details on how the value for this field is calculated and how to make changes.<br><br>Values:<br>• Valid score<br>• Absent<br>• Took other assessment OR duplicate record<br>• 1st Year in US English Learner<br>• Interrupted and Not Completed<br>• Withdrew Before/During Testing Window<br>• Student Test Refusal<br>• State Use Only<br>• Non-approved Accommodation<br>• Misadministration<br>• Medical exemption<br>• Part-time public school/Part-time home school<br>• Parent excuse<br>• Not attempted | No |
| Student Test ID | 36 | 413 | 448 | 45 | AT | Vendor unique record ID | No |

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# 2022-2023 CMAS Student Biographical Data (SBD) Review

## Additional Field Information

**Sequence Number:** A unique seven character alphanumeric code assigned to each record, generated by Data Pipeline.  This number cannot be changed.

**Responsible District Code:** The district code where the student is enrolled.  This district will receive student reports and will also be used as the district for accountability calculations and public reporting of assessment results.  Use the four-character code assigned to the district by CDE.
   NOTE:
   If the student did not take the assessment in your district and the student score needs to be transferred to another school in another district (this situation is rare), follow the steps below:
   1.  Contact the receiving district and get approval to transfer the student's scores there.
       Submit a Failsafe form TO CDE using Syncplicity to request that CDE transfer the score to the new district.
   2.  Send an email to SBD support at CDE (sbdsupport@cde.state.co.us) indicating that there is a file in the Syncplicity folder. If you do not let SBD Support know about the file in Syncplicity, the file will be overlooked and the transfer will NOT take place.
       Use the link below to get a copy of the Failsafe form:

       https://www.cde.state.co.us/datapipeline/sbd-cmas

**Responsible School Code:** The school code where the student is enrolled. This school will be used for accountability calculations and public reporting. Use the four-character code assigned to the school by CDE. You may change the school code during the SBD Review Process as long as the new school is in the same district.
   NOTE:
   If the student did not take the assessment in your district and the student score needs to be transferred to another school in another district (this situation is rare), follow the steps shown above under "Responsible District Code."

**Responsible District Name:** Official CDE District name based on Responsible District Code.

**Responsible School Name:** Official CDE School name based on Responsible School Code.

**Testing District Code:** The district code where the assessment was administered. Use the four-character code assigned to the district by CDE.

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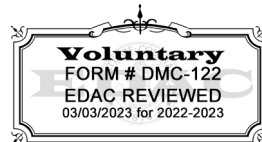
# 2022-2023 CMAS Student Biographical Data (SBD) Review

**Testing School Code:** The school code where the assessment was administered. Use the four-character code assigned to the school by CDE.

**Testing District Name:** Official CDE District name where the assessment was administered based on Testing District Code.

**Testing School Name:** Official CDE School name where the assessment was administered based on Testing School Code.

**SASID:** A unique ten-digit number assigned to each student by CDE.

**LASID:** A unique number assigned to each student locally. You may leave this field blank.

**Student Last Name:** Student's last name as recorded in RITS.

**Student First Name:** Student's first name as recorded in RITS.

**Preferred Student First Name:** This was a new field beginning in the 2021-2022 collection. The first name used by a student other than their legal first name that they would prefer to appear on materials presented to the student including student and parent facing reports (for any reason). This field is not required and can be left blank.

**Student Middle Name:** Student's middle name. This field is not compared to data in RITS. You may leave this field blank.

**Student Date of Birth:** Student's date of birth as recorded in RITS. Format = MMDDYYYY.

**Student Gender:** Student's sex as recorded in RITS.  01 = Female; 02 = Male

**Grade Level:** Student's grade level at test administration. This field determines which assessments the student received during the testing window. If the student was promoted to 12th grade before testing but was registered for 11th grade science, add the Not Tested Reason of '03' to resolve the error. For any other cases where the student record has a grade that is incorrect, please contact SBD Support for further instructions.
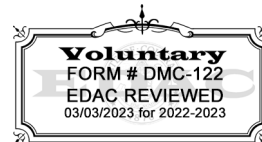
Valid Values:
- 030 = Grade 3
- 040 = Grade 4
- 050 = Grade 5
- 060 = Grade 6
- 070 = Grade 7
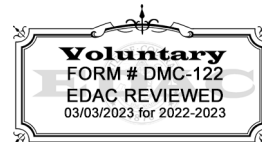
- 080 = Grade 8
- 110 = Grade 11

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# 2022-2023 CMAS Student Biographical Data (SBD) Review

**Race/Ethnicity Fields:**
For information regarding the ethnicity and race reporting categories, see the *CDE Race and Ethnicity Brochure* at
http://www.cde.state.co.us/cdereval/rvRace-Ethnicity.htm
For each of the fields below, use 1 to indicate that the definition describes the race/ethnicity of the student or 0 to indicate that the definition does not describe the student's race/ethnicity.

**IMPORTANT:** A student can be included in more than one race group.

- **Student's Ethnicity: Hispanic or Latino -** A person having origins in Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture, regardless of race. The term 'Spanish origin' can be used in addition to 'Hispanic/Latino or Latino.
- **Student's Race: American Indian or Alaska Native** – A person having origins in any of the original peoples of North or South America (including Central America) and who maintains a tribal affiliation or community recognition
- **Student's Race: Asian** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- **Student's Race: Black or African American** – A person having origins in any of the Black racial groups of Africa
- **Student's Race: White** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa
- **Student's Race: Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

**NOTE:** The summary value for the race and ethnicity fields will be calculated based on the data in the ethnicity and individual student race fields described above. **To review the final updated values, a calculated field will be included in the Final Summary report in COGNOS.** To update the value for this calculated field, make appropriate changes to the six ethnicity and individual student race fields noted above.

**Free/Reduced Lunch Eligible:** Students meets the eligibility criteria for free or reduced lunch pursuant to the provisions of the Federal National School Lunch Act.
Valid Values: (Interchange or vendor values may be used)
- 00 or N = Not eligible
- 01 or Y = Free lunch eligible
- 02 or Y = Reduced lunch eligible

For specific guidelines in meeting the criteria for free/reduced lunch, refer to the procedures manual and the Rules for the Administration of the Public School Finance Act.
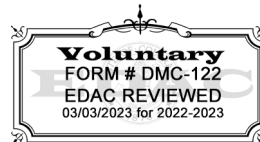
**NOTE**: Although a school may not provide a lunch program, students who are eligible for Free/Reduced lunch must be coded as such. Districts may use October count data or updated information if it is available.

**IEP or 504 Plan:** Student has an individualized education program (IEP) and/or is identified as handicapped under regulations implementing Section 504 of the Rehabilitation Act of 1973 but may or may not be eligible for special education placement under the Individuals with Disabilities Education Act. This field should be based on the student's status *at the time of testing*. If **Accommodation Type Used** = IEP504 or Both, changing this field to blank will cause an error. Contact SBD Support for assistance with the error if the student should not have had an accommodation.

Valid Values:
- IEP = Student has IEP
- 504 = Student has 504 Plan
- BLANK = Student does not have an IEP or 504 Plan

If a student has both an IEP and 504 plan, use 'IEP.'

**Accommodation Type Used:** This field indicates whether a student used accommodations on the assessment that require the student to have an IEP/504 Plan or have a Language Proficiency of 1 = NEP or 2 = LEP. If this field indicates that an accommodation was used, changes to IEP/504 or Language Proficiency will cause an error. If your district data indicates that the student did not have an IEP or was not a multilingual learner **at the time of testing**, please contact SBD Support.

Valid Values:
- IEP504 = Student used one or more accommodations that require an IEP/504 Plan
- ML = Student used one or more accommodations based on the student's Multilingual learner (ML) status.
- Either = Student used one or more accommodations that require either an IEP/504 Plan or ML status
- Both = Student used accommodations that require both an IEP/504 Plan and ML status.

**Language Background:** A three-character code that identifies the native language of multilingual learners. Following is a list of some of the most commonly used Language Background codes. For a complete list of Language Background codes go to https://www.cde.state.co.us/datapipeline/org_orgcodes
- spa = Spanish
- vie = Vietnamese
- cmn = Chinese, Mandarin
- kor = Korean
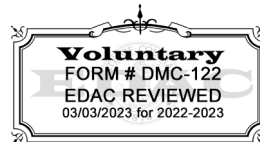
- rus = Russian
- ara = Arabic
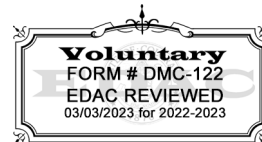
**Primary Disability:** Student's primary disability. If the student has more than one disability, report the major disability as reflected on the student's IEP.
Valid Values:

- 00 = None
- 01 = Intellectual disability
- 03 = Emotional disability
- 04 = Specific learning disability
- 05 = Hearing impairment
- 06 = Visual impairment
- 08 = Speech or language impairment
- 09 = Deaf-blindness
- 10 = Multiple disabilities
- 11 = Developmental delay
- 13 = Autism spectrum disorders
- 14 = Traumatic brain injury
- 15 = Orthopedic impairment
- 16 = Other health impairment

All students with a Primary Disability must also have an IEP.


**Homeless:** Flag if the student meets the criteria of a homeless individual according to the 2001 McKinney-Vento reauthorization Act Subtitle VII-B of the McKinney-Vento Homeless Assistance Act reauthorized in 2015 by the Title IX, Part A of the Every Student Succeeds Act. For more information see Student Interchange File Layout and Definitions at the following url:
http://www.cde.state.co.us/DataPipeline/inter_student.asp
Valid Values:

- 0 = No
- 3 = Yes and in custody of parent/guardian
- 4 = Yes and not in custody of parent/guardian

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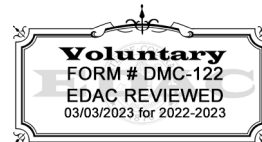
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**Language Proficiency:** A rating that describes a student's ability to speak, to listen, to read, and to write in English. This field should be based on the student's status *at the time of testing*. If **Accommodation Type Used =** ML or Both, this field must be 1 – NEP or 2 – LEP. Any other value will cause an error. Contact SBD Support for assistance if the student should not have had an accommodation.

**Rules regarding FEP (6, 7, 8, and 9) and FELL (5):**
Once a student has been FEP for four consecutive school years (two years monitored followed by two years exited) the student should be moved to FELL status.
Valid Values:

| Code | Definition |
|------|-----------|
| 0 | Not Applicable |
| 1 | NEP - Non English Proficient |
| 2 | LEP - Limited English Proficient |
| 4 | PHLOTE -  Primary or Home Language Other Than English |
| 5 | FELL- Former EL |
| 6 | FEP, Monitor Year 1 |
| 7 | FEP, Monitor Year 2 |
| 8 | FEP, Exited Year 1 |
| 9 | FEP, Exited Year 2 |

More information regarding Language Proficiency Identification and Placement can be found using the following URL:
http://www.cde.state.co.us/cde_english/elpa

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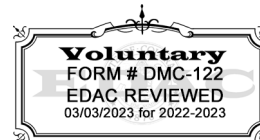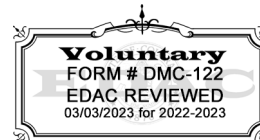
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**Language Instruction Program:** Type of English language instructional program used to educate a student who is an English learner.

Valid Values:

| Code | Definition |
|------|------------|
| 00 | 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 |

NOTES:
- Students with a Language Background that is English should be coded as 00 (Not Applicable).
- Students who have a Language Proficiency code of PHLOTE (4) or FELL (5) should be coded as 00 (Not Applicable).
- Students with a Language Background that is not English and have a Language Proficiency code of NEP (1), LEP (2), or FEP Monitored Year 1 (6) or FEP Monitored Year 2 (7) must have a valid code other than 00.
- Students who have a Language Proficiency code of FEP Exited Year 1 (8) or FEP Exited Year 2 (9) may be coded using any Language Instruction Program value.
- Students may not be coded in more than one Language Instruction Program. If multiple programs are used to educate a student, use the one that is predominately used to educate the student.

# 2022-2023 CMAS Student Biographical Data (SBD) Review

**Continuous in District:** Use this field to indicate that a student has been continuously enrolled in the district over the course of the academic year leading up to the administration of annual state assessments.
0 = No; 1 = Yes

A student is considered to be continuously enrolled in a district if all of the statements listed below are true. Students failing to meet one or more of these criteria are considered to be non-continuous:
1. The student had an active enrollment record in the district on the October count date.
2. The student had an active enrollment record in the district at the start of the testing window or at any point prior to the end of the testing window.
3. The district code in the student's enrollment record as of the October count date was equal to the district code in the student's enrollment record at the time of the test administration.
4. Between the student's enrollment on the October count date and the testing date, there has been no single enrollment gap within the district lasting 10 or more consecutive instructional days.
5. Between the student's enrollment on the October count date and the testing date, there have not been multiple non-consecutive enrollment breaks within the district cumulatively equaling 10 or more instructional days.

**NOTE:** The value that you provide for this field will be compared to the CDE calculated value and will trigger an error if the value you provide does not match the interchange records. If you believe there is an error with the calculated value, contact SBD Support.

**Continuous in School:** Use this field to indicate that a student has been continuously enrolled in the school over the course of the academic year leading up to the administration of annual state assessments. The criteria are the same as the criteria used for the Continuous in District field.
0 = No; 1 = Yes

**NOTE:** The value that you provide for this field will be compared to the CDE calculated value and will trigger an error or warning if the value you provide does not match the interchange records. If you believe there is an error with the calculated value, contact SBD Support.

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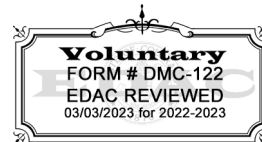
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**Date First Enrolled in US:** Date a student first enrolled in any public or non-public US school (not Puerto Rico) in grade kindergarten or higher. Date must be entered in MMDDYYYY format.

- Schools on US military bases count as US schools even if the base is in a different country.
- Home school does not count as a public or non-public school.
- Date First Enrolled in US is based on the earliest entry date in grades kindergarten and higher. The date that a student is enrolled in a pre-school program does not count as the Date First Enrolled in US.
- <mark>If you enter a date that is later than the date of first enrollment according to CDE's enrollment records, you will receive an error message. In this case, we recommend that you fill this field with 8 zeros and CDE will provide the earlier date.</mark>
- If you do not know the date of first enrollment, you may fill this field with 8 zeros. If information is available, CDE will provide the date of first enrollment.
- If you fill this field with 8 zeros and CDE has no prior enrollment information, you will receive an error message. In this case, use the table below to determine the date to use for date of first enrollment. You may need to work with the District Data Respondent or a school registrar to find the entry type code for a student.

| Entry Type Code | Definition | Value to enter for Date First Enrolled |
|---|---|---|
| 01 | New to educational system. | Provide the date that the student enrolled in your district. |
| 05 | Transfer from a school located in a different country. | Provide the date that the student enrolled in your district. |
| 06 | Student entering from an unknown educational setting/status. | Provide the date that the student enrolled in your district. |
| 14 | Transfer from a school located in a different state. | Provide the date that the student first enrolled in a US school as reported by the out-of-state school that the student previously attended. |
| 15 | Transfer from a non-public school. | Provide the date that the student first enrolled in a US school as reported by the non-public school that the student previously attended. |
| 16 | Transfer from home-based education (home schooling). | Provide the date that the student enrolled in your district. |
| 18 | Transfer from a Career and Technical (vocational) Education Program not administered by a Colorado School District or BOCES. | Contact SBD support. |
| 21 | Transfer from a facility operated by the Department of Corrections or Division of Youth Corrections. | Contact SBD support. |

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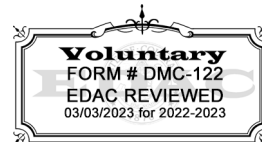
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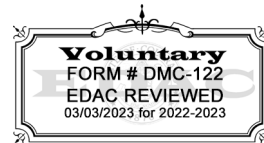
# 2022-2023 CMAS Student Biographical Data (SBD) Review

**Expelled** Use this field to indicate that a student was expelled at the time of testing.
0 = No; 1 = Yes
**NOTES**:
- The scores of expelled students will not be included in school level reporting, but will be included for all district level and state level reporting.
- Do not invalidate a student score just because the student was expelled on test day. As long as the student completed the assessment, the score will be included for all district level and state level reporting.  For more information, contact SBD support.

**Gifted and Talented:** This field indicates a student who has been formally identified, using district-wide procedures aligned with CDE guidelines, as being endowed with a high degree of exceptionality or potential in mental ability, academics, creativity, or a talent (e.g., visualization, performance, musical arts, or leadership).
0 = No; 1 = Yes

**Test Code:** This field indicates the assessment that was administered to the student. This field may not be changed during the SBD review process and must be aligned with the student's grade.

Valid Values:

| Math | | English/Spanish Language Arts | | Science | |
|---|---|---|---|---|---|
| **MAT03** | Grade 3 Math | **ELA03** | Grade 3 ELA/Lit | **SC05S** | Grade 5 Science |
| **MAT04** | Grade 4 Math | **ELA04** | Grade 4 ELA/Lit | **SCMSS** | Grade 8 Science |
| **MAT05** | Grade 5 Math | **ELA05** | Grade 5 ELA/Lit | **SCHSS** | Grade 11 Science |
| **MAT06** | Grade 6 Math | **ELA06** | Grade 6 ELA/Lit | **SC05A** | Grade 5 Science CoAlt |
| **MAT07** | Grade 7 Math | **ELA07** | Grade 7 ELA/Lit | **SCMSA** | Grade 8 Science CoAlt |
| **MAT08** | Grade 8 Math | **ELA08** | Grade 8 ELA/Lit | **SCHSA** | Grade 11 Science CoAlt |
| | | **SLA03** | Grade 3 Spanish Language Arts | | |
| | | **SLA04** | Grade 4 Spanish Language Arts | | |

**Test Content:** Indicates the content area of the assessment
Valid Values:
- MATH - Math
- ELA – English Language Arts
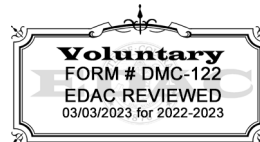
- CSLA - Spanish Language Arts
- SCI - Science
- SCIA – CoAlt Science

**Test Status:** This field is set by the Pearson scoring team to indicate whether a student has started or completed the assessment.
Valid Values:
- Assign - Test was assigned to a student but **NOT** started or completed.
- Attempt – Test was assigned to a student and started or completed. Attempt status does not mean that the student will receive a score.

**Attemptedness:** This field is set by the Pearson scoring team to indicate that the student responded to enough items on the assessment to receive a score.
- Y – Met attemptedness criteria
- N – Did not meet attemptedness criteria (these records will not receive a score)
- Blank – All records with Test Status = Assign will be blank. In the rare case where an Attempt record is blank, it is because the record is still being processed by scoring.

**Not Tested Reason:** Not Tested Reasons should be applied to students whose records are in assigned status who did not attempt to test or who were marked Complete in the Pearson system.
    NOTE: If the Calculated Invalidation Code is not reflecting the Not Tested Reason, check that the student is in Assign Status.

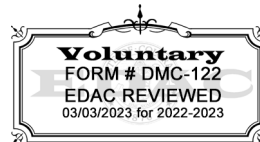| Blank | No code assigned |
|---|---|
| 00 | Absent |
| 01 | Took Other Assessment OR Duplicate Registration |
| 02 | Newcomer to U.S. (Only applies for ELA) |
| 03 | Withdrew Before or During Testing |
| 04 | Student Test Refusal |
| 05 | State Use Only (Must be applied by CDE) |
| 06 | Misadministration |
| 07 | Medical Exemption |
| 08 | Part Time Public and Part Time Home School Student |

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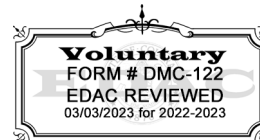
| 09 | Parent Excuse |
|---|---|

**Void Score Reason:** Void Score Reasons should be applied to students whose records have test attempts (i.e., units/sections completed or marked complete) but should not receive scores.

> **NOTE:** If a Void Reason is applied to a student record, the record will **not** receive an overall score. ==If the Calculated Invalidation Code is not reflecting the Void Score Reason, check that the student is in Attempt status. Students with a Report Suppression Code should not have a Void Score Reason applied unless the Report Suppression Code is in error (see the instructions on that field for how to update it).==

| Blank | No code assigned |
|---|---|
| 01 | Took Other Assessment OR Duplicate Attempt |
| 02 | Interrupted and Not Completed |
| 03 | Withdrew Before or 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 |

**Report Suppression Code:** Codes used to suppress valid scores from certain types of reporting. This code indicates the reason for suppressing the record. Updates to this field cannot be made during SBD, but CDE will change the suppressions after SBD according to the table below. Blanks are allowed.
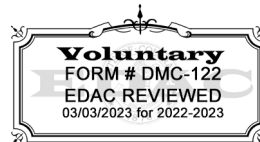
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| | |
|---|---|
| **01** | Student is home schooled and their results should not be included in District and School reporting. <mark>To have CDE apply this code to a record, change the Reporting School code to 'HHHH.'</mark> |
| **03** | Student was not supposed to take a CMAS test because they are in a grade that takes a different assessment but you would still like to receive the student's individual report. If you think you have records that should have this code applied, please contact Jasmine Carey (carey_j@cde.state.co.us). |
| **06** | Used for misadministrations caused by registration errors (e.g., text to speech for ELA, taking the wrong test for their grade) or assessment modifications. Misadministrations from student misconduct should be indicated through the Void Score Reason field. This code was applied according to district discussions with CDE. If you believe there is an error and this code should/should not have been applied to a record, please contact Jasmine Carey (carey_j@cde.state.co.us). |

**Calculated Invalidation Code:** This field combines Test Status, Attemptedness, Not Tested Reason, Void Score Reason, and Report Suppression Code to determine the record's status. Please use this field to check that the correct combination of invalidations has been used where appropriate. You can also see a count summary of this field in the Final Summary Report. This field can also be used to calculate an initial estimate of participation based on your submitted SBD values (final values may change or be subject to review in specific cases). Please use the following chart to find how to adjust the Not Tested and Void Score Reasons to get the correct invalidation type.

| | |
|---|---|
| **Valid Score** | No Void Score Reason assigned and Attemptedness = Y or Blank <br> (Records in Attempt Status that have a blank for Attemptedness and no invalidation applied will be assigned either Valid Score or Not Attempted in the final file based on the final Attemptedness) |
| **Absent** | Test Status = Assign and Not Tested Reason = 00 |
| **Took Other Assessment or Duplicate Record** | Not Tested Reason or Void Score Reason = 01 or Report Suppression Code = 03 <br> (Exempt Students in Assign status will be exited in PA Next, Attempt status will be removed from rosters.) |
| **Newcomer to U.S. (Only Applies for ELA)** | Test Status = Assign, Not Tested Reason = 02, and Content = ELA <br> (Exempt, will be validated against WIDA ACCESS For ELLs and Date First Enrolled in US) |
| **Interrupted and Not Completed** | Test Status = Attempt and Void Score Reason = 02 |
| **Withdrew Before or During Testing Window** | Not Tested Reason or Void Score Reason = 03 (Exempt) |
| **State Use Only** | Test Status = Attempt and Void Score Reason = 10 or Test Status = Assign and Not Tested Reason = 05 <br> (May be exempt depending on the circumstances, will be decided in conjunction with the affected district) |
| **Student Test Refusal** | Not Tested Reason or Void Score Reason = 04 |
| **Non-Approved Accommodation** | Test Status = Attempt and Void Score Reason = 05 (Not valid for CoAlt) |
| **Misadministration** | Not Tested Reason or Void Score Reason = 06 or Report Suppression Code = 06 |
| **Medical Exemption** | Not Tested Reason or Void Score Reason = 07 (Exempt) |
| **Part-Time Public/Part-Time Home School** | Not Tested Reason or Void Score Reason = 08 or Report Suppression Code = 01 (Exempt) |
| **Parent Excuse** | Not Tested Reason (Test Status = Assign) or Void Score Reason (Test Status = Attempt) = 09 |

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| | |
|---|---|
| | (Exempt with proper documentation) |
| **Not Attempted** | No Void Score Reason or Not Tested Reason assigned and Attemptedness = N or Test Status = Assign<br>(Records in Attempt Status that have a blank for Attemptedness and no invalidation applied will be assigned either Valid Score or Not Attempted in the final file based on the final Attemptedness) |

**Student Test ID:** A unique code assigned by the vendor. This is a test record identifier provided for use in investigating duplicate records or mismatched SASIDs. This may not be updated during the SBD review.

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