

**ADE**  
**IT Department**

**SIS VENDOR CERTIFICATION WELCOME PACKET**  
***Arizona Education Data Standards***  
**AZEDs REST API**

Date: January 22, 2015  
Version 1.0

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## 1.0 Quick Reference

### 1.1 Helpful Links

Please refer to the links below to help answer any questions:

- **AzEDS Web site:** <http://www.azed.gov/aelas/azeds/>
- **Getting Started with Ed-Fi:** [Getting Started with the Ed-Fi-ODS and Ed-Fi-ODS-API \(PDF\)](#)
- **Vendor Sandbox** – Where each vendor will have their own database: [Sandbox](#)
  - [Sandbox Admin Portal](#)
  - To obtain access to Sandbox, please email [azeds@azed.gov](mailto:azeds@azed.gov) with subject “Access to ADE Sandbox”
- **Swagger UI:** <https://sandbox-rest-ui.azeds.azed.gov>
  - Swagger Documentation: [Provided by Double Line Partners](#)
- **Use Case Scenario** – Scenarios and code values: [Use Case Scenario \(XLS\)](#)
- **REST API documentation:** [Transactional- Operations \(PDF\)](#)
- **Assigning unique student and staff IDs:** [Unique ID Instructions \(PDF\)](#)
- **For Future Support:**
  - **AzEDS Knowledge Bank:** <https://help.azeds.azed.gov>
    - FAQ
    - Technical Information Wiki

### 1.2 ADE Contact Information

Please refer to the contact information below to address any comments or concerns:

- [azeds@azed.gov](mailto:azeds@azed.gov)

## 2.0 Introduction

Arizona is very excited to be leading the way with our new accurate and efficient data reporting system. We understand that this initially requires work, but the end result will produce a simpler process, saving both time and money, with a drastic reduction in multiple student entries. Arizona Data Standards uses the Ed-Fi model, which allows data to be securely transferred from the LEA to the ADE server using a REST API. When completed, AzEDS will allow real-time reporting, structured organizing, daily reports, and prompt school funding. Ultimately, both district and ADE staff will spend less time correcting errors, which will save some \$12 million a year.

## 2.1 Involving Vendors

ADE's AzEDS team has been working one-on-one with vendors to help them prepare for certification of their respective student information systems as "AzEDS Ready." Beginning July 1, 2015, all LEAs are required to submit data to ADE using AzEDS; therefore, vendors must successfully complete AzEDS certification in order to continue working with Arizona schools after that point.

Certification is a multiple-step process, beginning with Release 1.0. Thus far, we have been extremely pleased with the vendors who have reached out to us. We have already started certifications for Release 2.0.

## 3.0 Certification

The following are the steps to the certification process:

1. Vendor contacts ADE for a Question/ Answer and Pre-Certification session
2. ADE schedules a virtual meeting and sends vendor an invite via email
3. Vendor and ADE discuss issues, comments, concerns
4. Vendor and ADE plan the certification session and relevant scenarios
5. ADE schedules the certification session and sends vendor an invite via email
6. Vendor ensures that all programming is complete prior to certification, and calls ADE with any questions
7. Vendor attends four-hour certification session blocks (typically 2-3) to confirm that all programming is complete and correct.

### 3.1 Pre-Certification Sessions

Vendors are encouraged to schedule a pre-certification meeting and a certification session soon, as the original deadline has already passed, and we want all vendors to have equal opportunity. Pre-certification meetings can last anywhere between 20 to 60+ minutes, depending on vendor questions. During this meeting, ADE support staff will answer any questions and concerns, provide feedback, and go over certification scenarios.

We understand that each LEA is unique and that exceptions will apply. This pre-certification meeting will help us eliminate all irrelevant information so that the certification is as simple and effortless as possible. The Use Case Scenario document identifies information that is required for a data transaction, and information that is “optional.” However, vendors should expect to be tested on all information pertinent to them, be it listed as “optional” or not. Non-pertinent information is discussed and removed during the pre-meeting certification.

### 3.2 Certification Sessions

Certification sessions are scheduled in four hour blocks, typically 9am-1pm MST. Vendors should expect at least two sessions. ***Vendors should have all programming complete before the certification session begins.*** During the certification, ADE staff will feed common scenarios to vendors. Typical scenarios include:

- Adding a new student, with or without a pre-existing ID
- Changing student enrollment details (name, parents, language, etc.)
- Enrolling the student in school and into classes
- Changing the student’s schedule
- Withdrawing and re-admitting the student

Vendors will share their computer screen with ADE staff as they enter in the information into their SIS. ADE staff will confirm that the correct information landed in the database. If an error occurs, or inaccurate information lands in the database, ADE staff will work with the vendor to resolve the issue and continue on with the certification.

## 4.0 JSON and REST API

Data is transferred from the vendor to ADE using a JSON format. Each JSON consists of a list of properties to describe and objectify the data.

```
{  
  "Property": "Value",  
  "Property": "Value",  
  "Property": "Value",  
}
```

Formatting is important when creating a JSON; however, it is not case sensitive. All properties must be listed to search for (**GET**) a unique student ID/school ID/etc., to add (**POST**) a new student ID, new student, new class, etc., to make changes (**PUT**) to any student, school, parent or schedule, and to remove (**DELETE**) any information in the database.

A Use Case Scenario document has been provided to help include all necessary information for each JSON. In addition, an interactive interface, Swagger UI, allows JSONs to be formulated and tested. Please familiar yourself with the Swagger UI if you have not already done so.

- Each vendor has received a unique key and code. When this key and code is entered into the Swagger UI, a security token is generated for that individual session.
- This code must be copied and pasted when calling the API, similar to this:

```
<add key = "" value = "">  
<add key = "secret"  
Value = "tokentypedhere">
```

Information is transferred using a web browser and URL, such as

<https://sandbox-rest-api.azed.gov/api/v1.0/> followed by the request //HTTP PUT or //HTTP DELETE (C#.NET example).

The deadline for certification on AZEDS Release 1 has already passed and the final deadline is quickly approaching. We want to make sure that everyone has access to all the resources, tools, and help that is available.

Implementation notes have also been posted to the sandbox to help avoid confusion.

<https://sandbox-rest-ui.azed.gov/>

## 4.1 JSON Examples

Entities, like schools and LEAs, have already been assigned unique IDs. A GET is required to obtain this information.

A GET is also required to search for new students in order to obtain a pre-existing ID. If multiple results show up from using the search parameters (name, gender, birthday), then further parameters must be inspected. However, if there is not a pre-existing ID, a POST is required to generate the new ID:

```
{
  'uniqueId' : null,
  'birthGender' : 'female',
  'birthDate' : '2000-07-25',
  'firstName' : 'Linda',
  'Lastname' : 'March'
}
```

Performing the action above will produce an output string containing the unique ID, similar to the example below:

```
{
  'uniqueId' : 1111110,
  'birthGender' : 'female',
  'birthDate' : '2000-07-25',
  'firstName' : 'Linda',
  'Lastname' : 'March'
}
```

Once an ID is created and added, the student can be enrolled via a POST. Please use Swagger to identify all necessary descriptors. If a descriptor value is "Null," it still must be included.

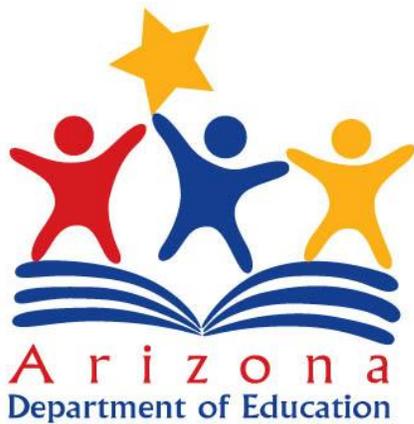
```
{
  "studentUniqueId": "",
  "firstName": "Linda",
  "lastName": "Smith",
  "maidenName": "Jones",
  "sexType": "Female",
  "birthDate": "2000-07-25",
  "hispanicLatinoEthnicity": "True",
  "EconomicDisadvantaged": "False",
  "schoolFoodServicesEligibilityDescriptor": "01",
  "primaryNightTimeResidenceDescriptor": "1",
  "identificationCodes": [
    {
      "studentIdentificationSystemType": "School",
      "assigningOrganizationIdentificationCode": "St100000001",
      "identificationCode": "St100000001"
    }
  ]
}
```

Existing SAIS IDs will be pre-loaded. It should be noted that when something is changed in the database, all property values must be re-listed, as changed information is removed, updated, and re-inserted.

However, when adding a new student, **do not put the SAIS ID in the JSON. The only ID that should be in the POST is the unique student ID.**

Any time information has been transferred correctly, a 200 status code will appear.

Error codes 412 (precondition failed) or 400 (general error) will appear if an ID does not exist.



**ADE**  
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**SIS VENDOR CERTIFICATION PACKET**  
***Arizona Education Data Standards***  
**Supplemental Material**

Date: January 22,  
2015 Version 1.0

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## 1.0 Use Case Scenario

A use case scenario excel document has been supplied to each vendor with code values. The document is designed in the order discussed below, and should be implemented in that order. The following information is a guideline for using the Use Case Scenario document, not a replacement document. Tables are included in the appendices of this document to aide with navigation. Please feel free to contact ADE with any questions that you have regarding the Use Case Scenario, programming and certification.

### 1.1 Education Organization

Education Organization is defined as any entity that provides education or support. Each Education Organization will have a unique ID. The following descriptors are required for obtaining or creating the ID:

- Education Organization Category (Options are listed below)
  - Education Service center
  - Local Education Agency
  - School
  - State Education Agency
  - Education Organization Network
- Local Education Agency (Options are listed below)
  - Regular Local
  - Local Part of Supervisory Union
  - Supervisory Union
  - State Agency
  - Regional Education Service Agency
  - Education Organization Network
  - Federal Agency
  - Independent Charter District
- Operation Status (Options are listed below)
  - Active
  - Closed
  - Future
  - New
  - Changed Agency
  - Continuing
  - Inactive
  - Reopened

Note that Education Organization IDs are always school IDs, and programEducationOrganization always refers to the LEA.

Schools will be loaded by ADE. The information above is required to obtain a school ID. A School Type or Charter Status Type is required as well. Options are listed below:

- School Types:
  - Alternative
  - Regular
  - Special Education
  - Career & Technical Education
- Charter Status Types:
  - School Charter
  - College/University Charter
  - Open Enrollment
  - Not a Charter School

## 1.2 Education Organization Calendar

Education Organization Calendar is defined as the education organization’s calendar year. The following descriptors are required:

- Education Organization ID
- Calendar Dates
- Tracks (Loaded by ADE)
- Grading Periods ([Refer to Table 2.1](#))
  - Begin Date / End date / Total instruction days / Period sequence
- Term Type ([Refer to Table 2.2](#))
- Session Type ([Refer to Table 2.3](#)), Session Name , School year / Begin Date / End date / Total instruction days

## 1.3 Courses

A Course is defined by the courses provided by the school. The following descriptors are required for defining this object:

- Courses: Course catalogues are loaded by ADE. Each course will be assigned a Course Code and Course Title
- Academic Subject Descriptor ID ([Refer to Table 3.1](#)) with description
- Course GPA Applicability Type ID (Options are listed below)
  - Applicable                      -Not Applicable                      -Weighted
- Course Defined by ID Type (Options are listed below)
  - LEA                      -SEA                      -School                      -National Organization
- Time required for completion

## 1.4 Master Schedule

A Master Schedule is defined by class periods and sessions for each course. The following descriptors are required:

- School ID, Term Type ID ([Refer to Table 2.2](#)),
  - Class period to be created and named
  - Location (Classroom) with maximum and optimal number of seats
    - Online schools may leave these values **Null** if not applicable
  - Sections to be created and named. A section refers to the setting of a course for a period of time. Each Section has an auto-generated Unique Section Code and is described by the information listed in the bullets above, as well as the following:
    - Educational Environment Type / Instructional Setting ([Refer to Table 4.1](#))
    - Available Credit
    - Time Table Day Identifier (free text)
    - Section Characteristic Descriptor ([Refer to Table 4.2](#))
    - Grade Level Descriptor (**HighGrade, LowGrade**)
    - Course Level Characteristic Type ID ([Refer to Table 4.3](#))
    - Teacher Name, Begin Date, End Date,
    - Classroom Position Descriptor ID ([Refer to Table 4.4](#)) & Classification Code
    - Section Characteristic Descriptor: 01 – Attendance Tracked  
02 – Graded Credit Available
    - Grade Level Descriptor (**HighGrade, LowGrade**)
    - Teacher/Provider First Name / Last Name
- Note:** External Provider refers to a teacher outside the LEA

## 1.5 Staff

Staff includes certified teachers, LEA staff, contractors, and volunteers. Each are assigned a unique ID, and are described by the following:

- Name, Maiden Name
- Sex (**Female, Male, or NP**)
- Birthdate
- Ethnicity ([Refer to Table 5.1](#))
- Staff Identification System Type ID ([Refer to Table 5.3](#))
- Assigning Organization Identification Code (LEA)
- Staff Education Organization Assignment Association: This is defined as the school of service. It is required for security purposes and required:
  - Education Organization ID
  - Staff Classification Descriptor ID ([Refer to Table 5.4](#))
  - Begin Date, End Date, Order of Assignment
  - Position Title, Employment Status, Date of Hire
  - Employment Education Organization ID
- Completed Education ([Refer to Table 5.2](#))
- Years of professional experience
- Years of teaching experience

## 1.6 Student

Each student is assigned a unique ID, and is defined by the following:

- Name, Maiden Name
- Sex (**Female, Male, or NP**)
- Birthdate
- City of birth ([Refer to Table 6.1](#))
- Country of birth ([Refer to Table 6.2](#))
- Hispanic Latino Ethnicity (**True or False**)
- Student Identification System Type ID ([Refer to Table 6.6](#))
- Language Descriptor ID ([Refer to Table 6.7](#))
- Other Names (Options are listed below)
  - Alias
  - Nickname
  - Other
  - Previous Legal Name
- Race (Options are listed below)
  - American Indian or Alaskan Native
  - Black or African American
  - Asian
  - White
- Economic Disadvantage (**True or False**)
- Food Service Eligibility ([Refer to Table 6.3](#))
- Limited English Proficiency ([Refer to Table 6.4](#))
- Primary Night Residence ([Refer to Table 6.5](#))
- Tribal Name
- Date & Time created

## 1.7 Parent

Each parent is also assigned a unique ID, and is defined by the following:

- Name, Maiden Name
- Sex (**Female, Male, or NP**)
- Student Unique ID
- Relationship Type ([Refer to Table 7.1](#))
- Contact Status
- Responsible Party (**True or False**)

It should be noted that one parent must be flagged as the Responsible Party. If there are multiple responsible parties, an error will occur.

## 1.8 Student Enrollment & Student Withdrawal

Each time the student is enrolled in a school or withdrawn from a school, the following information is required. This includes students who transfer anywhere within the state.

- Student Unique ID
- School ID
- School year and Begin Date
- Home Room Indicator (**True or False**)
- Grade Level Code ([Refer to Table 8.1](#))
- Grade Level Reasoning ([Refer to Table 8.2](#))
- Enrollment Activity Code ([Refer to Table 8.3](#))
- Exit Withdrawal Descriptor ([Refer to Table 8.4](#))
- Residency Descriptor ([Refer to Table 8.5](#))
- Membership Type ([Refer to Table 8.6](#))
- Membership FTE, including start date, end date, & Descriptor ID ([Refer to Table 8.7](#))
- Tuition Payer, including start date, end date, & Descriptor ID ([Refer to Table 8.8](#))
- Special Enrollment, start date, end date & Descriptor ID ([Refer to Table 8.9](#))
- Student Education Organization Associations (DOR), including start date, previous start date, end date & Descriptor ID ([Refer to Table 8.10](#))
- Course Entry and Exit Dates
- Home Room Indicator (**True or False**)
  - Online schools: **Null**
- Repeat Identifier Type ([Refer to Table 8.11](#))

## 1.9 Student Attendance

Student attendance and absences are collected in minutes per day, and defined by the following:

- Student ID
- School ID
- Term Type ([Refer to Table 2.2](#))
- Absence Date (004)
- Attendance Event Category Descriptor ([Refer to Table 9.1](#))
- Absence Amount Descriptor ([Refer to Table 9.2](#))
- Instructional Minutes (minutes to attend, or Null for absences)
- Attendance end date (017)

## 1.10 Student Transcript

Student Transcript refers to the credits that earned and received by each student. It is defined by the following:

- Student ID
- Education Organization ID
- School Year & Term Type
- Course Attempt Result Type (Options listed below)
  - Pass
  - Fail
  - Incomplete
  - Withdrawn
- Attempted and Credits Earned ([Refer to Table 10.1](#))
- Grade Level Descriptor ID ([Refer to Table 8.1](#))
- Course Title
- Local Course Code & Local Course Title
- Final Letter Grade Earned
- Attempted & Earned Credit Conversion
- Attempted & Earned Credit (Decimal)
- Course Code (assigned)

## 1.11 Future Scenarios

The following are scenarios are included in the Use Case Scenario and are necessary for Release 2.0 certification. This certification is not available until 1.0 certification is complete.

- ELL Student Program \*Release 2.0: Student needs, program, begin date
- SPED Program \*Release 2.0: Student need, begin date
- Support Program \*Release 2.0: Student need, begin date, exit date
- Grand Canyon Diploma \* Release 2.1
- Dropout Recovery \*Release 2.1

## Appendix A

### Use Case Scenario Code Values

These are the tables found in the Use Case excel spread sheet. Refer to the Use Case Scenario for detailed descriptions.

Code Value	Short Description
01	End of Year
02	Fifth Six Weeks
03	First Nine Weeks
04	First Semester
05	First Six Weeks
06	First Summer Session
07	First Trimester
08	Fourth Nine Weeks
09	Fourth Six Weeks
10	Second Nine Weeks
11	Second Semester
12	Second Six Weeks
13	Second Summer Session
14	Second Trimester
15	Sixth Six Weeks
16	Summer Semester
17	Third Nine Weeks
18	Third Six Weeks
19	Third Summer Session
20	Third Trimester

**Table 2.1 – Grading Period**

Code Value	Short Description
Fall Semester	Fall Semester
Spring Semester	Spring Semester
Summer Semester	Summer Semester
Year Round	Year Round
First Trimester	First Trimester
Second Trimester	Second Trimester
Third Trimester	Third Trimester
MiniTerm	MiniTerm
First Quarter	First Quarter
Second Quarter	Second Quarter
Third Quarter	Third Quarter
Fourth Quarter	Fourth Quarter
First Quinmester	First Quinmester
Second Quinmester	Second Quinmester
Third Quinmester	Third Quinmester
Fourth Quinmester	Fourth Quinmester
Full School Year	Full School Year
Long Session	Long Session

**Table 2.2 – Term Type**

<b>Code Value</b>	<b>Short Description</b>
SE	Semester
TR	Trimester
FS	Full School Year
QR	Quarter
QN	Quinmester
ST	Summer Term
IN	Intersession
LS	Long Session
MT	Mini Term
12	Twelve Month
XX	Other

**Table 2.3 – Session Type**

<b>Code Value</b>	<b>Short Description</b>
01	English Language Arts
02	Reading
03	Mathematics
04	Life and Physical Sciences
05	Social Sciences and History
06	Social Studies
07	Science
08	Fine and Performing Arts
09	Foreign Language and Literature
10	Writing
11	Physical, Health, and Safety Education
12	Career and Technical Education
13	Religious Education and Theology
14	Military Science
15	Other
16	English
17	Composite

**Table 3.1 – Course Descriptors**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

---

Code Value	Short Description
RC	Classroom
Homebound	Homebound
Hospital class	Hospital class
In-school suspension	In-school suspension
Laboratory	Laboratory
Mainstream (Special Education)	Mainstream (Special Education)
Off-school center	Off-school center
Pull-out class	Pull-out class
RR	Resource room
Single Sex Classroom	Single Sex Classroom
SC	Self-contained (Special Education)
IS	Self-study
Shop	Shop
SI	Structured English Immersion
CB	Computer Based or Self-Paced Course
DA	Distance Learning All
DS	Distance Learning Some
VI	Virtual
CT	Co Taught

**Table 4.1 – Instructional Setting**

Code Value	Short Description
01	Attendance Tracked
02	Graded Credit Available

**Table 4.2 – Section Characteristics Descriptor**

<b>Code Value</b>	<b>Short Description</b>
Accepted as high school equivalent	Accepted as high school equivalent
Advanced	Advanced
Advanced Placement	Advanced Placement
Basic	Basic
College-level	College-level
Core Subject	Core Subject
Correspondence	Correspondence
Career and Technical Education	Career and Technical Education
Distance Learning	Distance Learning
Dual Credit	Dual Credit
English Language Learner	English Language Learner
General	General
Gifted and Talented	Gifted and Talented
Graduation Credit	Graduation Credit
Honors	Honors
International Baccalaureate	International Baccalaureate
Magnet	Magnet
Pre-AP	Pre-AP
Pre-IB	Pre-IB
Remedial	Remedial
Students with disabilities	Students with disabilities
Untracked	Untracked
Other	Other

**Table 4.3 – Course Level Characteristic**

<b>Code Value</b>	<b>Short Description</b>
1	Lead-Team Teacher
2	Assisting Teacher
A	Absent Teacher of Record
C	Co-Teacher
L	Student Teacher
P	Course Proctor
R	Regular Class
S	Special Education Consultant
U	Long-Term Substitute

**Table 4.4 – Classroom Position Descriptor**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

---

Code Value	Short Description
American Indian Or Alaskan Native	American Indian or Alaskan Native
Asian Or Pacific Islander	Asian or Pacific Islander
Black, Not Of Hispanic Origin	Black, Not Of Hispanic Origin
Hispanic	Hispanic
White, Not Of Hispanic Origin	White, Not of Hispanic Origin
NP	NP

**Table 5.1 – Ethnicity Type ID**

Code Value	Short Description
01	Bachelor's
02	Did Not Graduate High School
03	Doctorate
04	High School Diploma
05	Master's Degree
06	Some College No Degree
07	No Degree

**Table 5.2 – Highest Completed Level of Education Descriptor**

Code Value	Short Description
Drivers License	Driver's License
Health Record	Health Record
Medicaid	Medicaid
Professional Certificate	Professional Certificate
School	School
District	District
State	State
Federal	Federal
Other Federal	Other Federal
Selective Service	Selective Service
SSN	Social Security Number
US Visa	US Visa
PIN	Personal Identification Number
Canadian SIN	Canadian Social Insurance Number
Other	Other
Educator Stakeholder	Educator Stakeholder

**Table 5.3 – Staff Identification System Type ID**

<b>Code Value</b>	<b>Short Description</b>
01	Counselor
02	Teacher
03	Other
04	Assistant Superintendent
05	Superintendent
06	LEA Administrator
07	School Administrator
08	School Specialist
09	LEA Specialist
10	Substitute Teacher
11	School Leader
12	Instructional Coordinator
13	Librarians/Media Specialists
14	Support Services Staff
15	Operational Support
16	Instructional Aide
17	State Administrator
18	Principal
19	Assistant Principal
20	LEA System Administrator

**Table 5.4 – Staff Classification Descriptor ID**

**CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0**

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Value	Description	Value	Description	Value	Description	Value	Description
0	UNK	ID	ID	MT	MT	RI	RI
AL	AL	IL	IL	NE	NE	SC	SC
AK	AK	IN	IN	NV	NV	SD	SD
AZ	AZ	IA	IA	NH	NH	TN	TN
AR	AR	KS	KS	NJ	NJ	TX	TX
CA	CA	KY	KY	NM	NM	UT	UT
CO	CO	LA	LA	NY	NY	VT	VT
CT	CT	ME	ME	NC	NC	VA	VA
DC	DC	MD	MD	ND	ND	WA	WA
DE	DE	MA	MA	OH	OH	WV	WV
FL	FL	MI	MI	OK	OK	WI	WI
GA	GA	MN	MN	OR	OR	WY	WY
GU	GU	MS	MS	PA	PA	UNK	Unknown

**Table 6.1 – Birth State Abbreviations**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

Value	Short Description	Value	Short Description
0	UNK	CA	CANADA
AD	ANDORRA	CC	COCOS (KEELING) ISLANDS
AE	UNITED ARAB EMIRATES	CD	CONGO, THE DEMOCRATIC REPUBLIC
AF	AFGHANISTAN	CF	CENTRAL AFRICAN REPUBLIC
AG	ANTIGUA AND BARBUDA	CG	CONGO
AI	ANGUILLA	CH	SWITZERLAND
AL	ALBANIA	CI	COTE D'IVOIRE
AM	ARMENIA	CK	COOK ISLANDS
AO	ANGOLA	CL	CHILE
AQ	ANTARCTICA	CM	CAMEROON
AR	ARGENTINA	CN	CHINA
AS	AMERICAN SAMOA	CO	COLOMBIA
AT	AUSTRIA	CR	COSTA RICA
AU	AUSTRALIA	CU	CUBA
AW	ARUBA	CV	CAPE VERDE
AX	ALAND ISLANDS	CW	CURACAO
AZ	AZERBAIJAN	CX	CHRISTMAS ISLAND
BA	BOSNIA AND HERZEGOVINA	CY	CYPRUS
BB	BARBADOS	CZ	CZECH REPUBLIC
BD	BANGLADESH	DE	GERMANY
BE	BELGIUM	DJ	DJIBOUTI
BF	BURKINA FASO	DK	DENMARK
BG	BULGARIA	DM	DOMINICA
BH	BAHRAIN	DO	DOMINICAN REPUBLIC
BI	BURUNDI	DZ	ALGERIA
BJ	BENIN	EC	ECUADOR
BL	SAINT BARTHELEMY	EE	ESTONIA
BM	BERMUDA	EG	EGYPT
BN	BRUNEI DARUSSALAM	EH	WESTERN SAHARA
BO	BOLIVIA, PLURINATIONAL STATE OF	ER	ERITREA
BQ	BONAIRE, SINT EUSTATIUS AND SABA	ES	SPAIN
BR	BRAZIL	ET	ETHIOPIA
BS	BAHAMAS	FI	FINLAND
BT	BHUTAN	FJ	FIJI
BV	BOUVET ISLAND	FK	FALKLAND ISLANDS (MALVINAS)
BW	BOTSWANA	FM	MICRONESIA, FEDERATED STATES OF
BY	BELARUS	FO	FAROE ISLANDS
BZ	BELIZE	FR	FRANCE
CA	CANADA		
CC	COCOS (KEELING) ISLANDS		

**Table 6.2 – Country to Birth Codes, Continued on Next Page**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

GA	GABON
GB	UNITED KINGDOM
GD	GRENADA
GE	GEORGIA
GF	FRENCH GUIANA
GG	GUERNSEY
GH	GHANA
GI	GIBRALTAR
GL	GREENLAND
GM	GAMBIA
GN	GUINEA
GP	GUADELOUPE
GQ	EQUATORIAL GUINEA
GR	GREECE
GS	SOUTH GEORGIA AND THE SOUTH SANDWICH ISLANDS
GT	GUATEMALA
GU	GUAM
GW	GUINEA-BISSAU
GY	GUYANA
HK	HONG KONG
HM	HEARD ISLAND AND MCDONALD ISLANDS
HN	HONDURAS
HR	CROATIA
HT	HAITI
HU	HUNGARY
ID	INDONESIA
IE	IRELAND
IL	ISRAEL
IM	ISLE OF MAN
IN	INDIA
IO	BRITISH INDIAN OCEAN TERRITORY
IQ	IRAQ
IR	IRAN, ISLAMIC REPUBLIC OF
IS	ICELAND
IT	ITALY
JE	JERSEY
JM	JAMAICA
JO	JORDAN
JP	JAPAN
KE	KENYA
KG	KYRGYZSTAN
KH	CAMBODIA
KI	KIRIBATI
KM	COMOROS
KN	SAINT KITTS AND NEVIS
KP	KOREA, DEMOCRATIC PEOPLE'S REPUBLIC
KR	KOREA, REPUBLIC OF
KW	KUWAIT
KY	CAYMAN ISLANDS
KZ	KAZAKHSTAN
LA	LAO PEOPLE'S DEMOCRATIC REPUBLIC
LB	LEBANON
LC	SAINT LUCIA
LI	LIECHTENSTEIN
LK	SRI LANKA
LR	LIBERIA
LS	LESOTHO
LT	LITHUANIA
LU	LUXEMBOURG
LV	LATVIA
LY	LIBYAN ARAB JAMAHIRIYA
MA	MOROCCO
MC	MONACO
MD	MOLDOVA, REPUBLIC OF
ME	MONTENEGRO
MF	SAINT MARTIN (FRENCH PART)
MG	MADAGASCAR
MH	MARSHALL ISLANDS
MK	MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF
ML	MALI
MM	MYANMAR
MN	MONGOLIA
MO	MACAO
MP	NORTHERN MARIANA ISLANDS

**Table 6.2 – Country to Birth Codes, Continued on Next Page**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

MQ	MARTINIQUE
MR	MAURITANIA
MS	MONTserrat
MT	MALTA
MU	MAURITIUS
MV	MALDIVES
MW	MALAWI
MX	MEXICO
MY	MALAYSIA
MZ	MOZAMBIQUE
NA	NAMIBIA
NC	NEW CALEDONIA
NE	NIGER
NF	NORFOLK ISLAND
NG	NIGERIA
NI	NICARAGUA
NL	NETHERLANDS
NO	NORWAY
NP	NEPAL
NR	NAURU
NU	NIUE
NZ	NEW ZEALAND
OM	OMAN
PA	PANAMA
PE	PERU
PF	FRENCH POLYNESIA
PG	PAPUA NEW GUINEA
PH	PHILIPPINES
PK	PAKISTAN
PL	POLAND
PM	SAINT PIERRE AND MIQUELON
PN	PITCAIRN
PR	PUERTO RICO
PS	PALESTINIAN TERRITORY, OCCUPIED
PT	PORTUGAL
PW	PALAU
PY	PARAGUAY
QA	QATAR
RE	REUNION
RO	ROMANIA
RS	SERBIA
RU	RUSSIAN FEDERATION
RW	RWANDA
SG	SINGAPORE
SH	SAINT HELENA, ASCENSION AND TRISTAN DA CUNHA
SI	SLOVENIA
SJ	SVALBARD AND JAN MAYEN
SK	SLOVAKIA
SL	SIERRA LEONE
SM	SAN MARINO
SN	SENEGAL
SO	SOMALIA
SR	SURINAME
SS	SOUTH SUDAN
ST	SAO TOME AND PRINCIPE
SV	EL SALVADOR
SX	SINT MAARTEN (DUTCH PART)
SY	SYRIAN ARAB REPUBLIC
SZ	SWAZILAND
TD	CHAD
TF	FRENCH SOUTHERN TERRITORIES
TG	TOGO
TH	THAILAND
TJ	TAJIKISTAN
TK	TOKELAU
TL	TIMOR-LESTE
TM	TURKMENISTAN
TN	TUNISIA
TO	TONGA
TR	TURKEY
TT	TRINIDAD AND TOBAGO
TV	TUVALU
TW	TAIWAN, PROVINCE OF CHINA
TZ	TANZANIA, UNITED REPUBLIC OF
UA	UKRAINE
UG	UGANDA

**Table 6.2 – Country to Birth Codes, Continued on Next Page**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

UM	UNITED STATES MINOR OUTLYING ISLANDS	VU	VANAUTU
US	UNITED STATES	WF	WALLIS AND FUTUNA
UY	URUGUAY	WS	SAMOA
UZ	UZBEKISTAN	YE	YEMEN
VA	HOLY SEE (VATICAN CITY STATE)	YT	MAYOTTE
VC	SAINT VINCENT AND THE GRENADINES	ZA	SOUTH AFRICA
VE	VENEZUELA, BOLIVARIAN REPUBLIC OF	ZM	ZAMBIA
VG	VIRGIN ISLANDS, BRITISH	ZW	ZIMBABWE
VI	VIRGIN ISLANDS, U.S.	UNK	Unknown
VN	VIETNAM		

**Table 6.2 – Country to Birth Codes**

Code Value	Short Description
01	Free
02	Full price
03	Reduced price
04	Unknown

**Table 6.3 – School Food Service Eligibility Descriptor**

Code Value	Short Description
01	Limited
02	Limited Monitored 1
03	Limited Monitored 2
04	Not Limited

**Table 6.4 – English Proficiency**

Code Value	Short Description
1	Sheltered
2	Doubled Up
3	Unsheltered
4	Hotels/motels
5	Unknown

**Table 6.5 – Primary Night Time Residence Descriptor**

Code Value	Short Description
Canadian SIN	Canadian Social Insurance Number
District	District
Family	Family
Federal	Federal
Local	Local
National Migrant	National Migrant
Other	Other
School	School
SSN	Social Security Number
State	State
State Migrant	State Migrant
Prev School	Previous School

**Table 6.6 – Student Identification System Type**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

Code Value	Short Description	Code Value	Short Description
00	English	37	Mohave
01	Spanish	38	Papago (Tohono O'odham)
02	Arabic	39	Pima (Akimel O'odham)
03	Cambodian	40	Supai
04	Cantonese	41	Tewa
05	Czechoslovakian	42	Yaqui
06	Dutch	43	Yavapai
07	Filipino	44	Yuma
08	Finnish	45	Other Indian
09	French	46	American Sign Language (ASL)
10	German	47	Albanian
11	Greek	48	Amharic
12	Hebrew	49	Azeri
13	Hungarian	50	Burmese
14	Italian	51	Dari
15	Japanese	52	Dinka
16	Korean	53	Farsi
17	Laotian	54	Kirundi
18	Mandarin	55	Kru
19	Polish	56	Lingala
20	Portuguese	57	Maay
21	Romanian	58	Mandingo
22	Russian	59	Nuer
23	Thai	60	Pashto
24	Ukrainian	61	Serbian
25	Vietnamese	62	Somali
26	Serbo-Croatian (formerly "Yugoslavia")	63	Swahili
27	Other Non-Indian	64	Tagalog
28	Navajo	65	Urdu
29	Apache (San Carlos)	66	Uzbek
30	Apache (Whiteriver)	67	Vai
31	Chemehuevi	68	Afrikaans
32	Cocopah	69	Bengali
33	Hopi	70	Hindi
34	Hualapai	71	Persian
35	Kaibab-Paiute	72	Punjabi
36	Maricopa	73	Cherokee

**Table 6.7 – Home Language Code**

<b>Code Value</b>	<b>Short Description</b>
Aunt	Aunt
Brother	Brother
BrotherInLaw	Brother-In-Law
CourtAppointedGuardian	Court Appointed Guardian
Daughter	Daughter
DaughterInLaw	Daughter-In-Law
Employer	Employer
Father	Father
FathersSignificantOther	Father’s Significant Other
FathersCivilPartner	Father’s Civil Partner
FatherInLaw	Father-In-Law
Fiance	Fiancé
Fiancee	Fiancée
Friend	Friend
Grandfather	Grandfather
Grandmother	Grandmother
Husband	Husband
MothersSignificantOther	Mother’s Significant Other
Mother	Mother
MothersCivilPartner	Mother’s Civil Partner
Nephew	Nephew
Niece	Niece
Other	Other
SignificantOther	Significant Other
Sister	Sister
Son	Son
Unknown	Unknown
Uncle	Uncle
Ward	Ward
Wife	Wife
Great Grandparent	Great Grandparent
Foster parent	Foster parent
Mother, step	Mother, step
Father, step	Father, step
Great aunt	Great aunt
Great uncle	Great uncle
Cousin	Cousin

**Table 7.1 – Relationship Type ID**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

Code Value	Short Description
PS	Preschool
KG	Kindergarten
1	First Grade
2	Second Grade
3	Third Grade
4	Fourth Grade
5	Fifth Grade
6	Sixth Grade
7	Seventh Grade
8	Eighth Grade
9	Ninth Grade
10	Tenth Grade
11	Eleventh Grade
12	Twelfth Grade
IEP	Individual Education Program (IEP)
UE	Ungraded Elementary – Kindergarten SPED students only

**Table 8.1 – Grade Level Code**

Code Value	Short Description
Promotion - Accelerated promotion	Promotion - Accelerated promotion
Promotion - Continuous promotion	Promotion - Continuous promotion
Promotion - Probationary promotion	Promotion - Probationary promotion
Promotion - Regular promotion	Promotion - Regular promotion
Promotion - Variable progress	Promotion - Variable progress
Promotion - Other	Promotion - Other
Nonpromotion - Failed to meet testing requirements	Non promotion - Failed to meet testing requirements
Nonpromotion - Illness	Non-promotion - Illness
Nonpromotion - Immaturity	Non-promotion - Immaturity
Nonpromotion - Inadequate performance	Non-promotion - Inadequate performance
Nonpromotion - Insufficient credits	Non-promotion - Insufficient credits
Nonpromotion - Prolonged absence	Non-promotion - Prolonged absence
Nonpromotion - Other	Non-promotion - Other

**Table 8.2 – Grade Level Reason Type ID**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

Code Value	Short Description
E1	First Arizona enrollment this school year – attended last year
E2	First Arizona enrollment this school year – previously attended school in same district
E3	First Arizona enrollment this school year – previously attended state school, different district
E4	Previously enrolled this year at a state school, different district
E5	Previously enrolled this year at different school within the district
E6	First Arizona enrollment this school year – previously attended a school in different state
E7	First Arizona enrollment this school year – previously attended different school within the state, coded as a dropout (W5)
E8	First Arizona enrollment this school year – previously attended state school, different district, coded as a dropout (W5)
E9	Previously enrolled this year at different school within the district – coded as a dropout (W5)
E10	Student from another AZ public school, different district, coded as a dropout (W5)
E11	First Arizona enrollment this school year – attended home-based school last year
E12	Enrollment for a fifth year student – attended this school previously
E13	Enrollment for a fifth year student – previously attended different school in-district
E14	Enrollment for a fifth year student – previously attended out of district school
E15	First Arizona enrollment this school year – previously attended a state detention facility
E16	Previously enrolled this school year – left to attend a state detention facility
EK	Transferred from one calendar track within the same school before end of school year
ET	Transferred from another grade within the same school during the same school year. Use Student Grade Transfer transaction for this activity.
R1	Readmission after a W1
R2	Readmission after a W2
R3	Readmission after a W3
R4	Readmission after a W4
R5	Readmission after a W5
R6	Readmission after a W6
R7	Student Grade Reassignment
R9	Readmission after a W9
R10	Readmission after a W10
R11	Readmission after a W11
R12	Readmission after a W12

**Table 8.3 – Enrollment Activity Code**  
Refer to Use Case Scenario for additional description

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

Code Value	Short Description
A	Attended - Concluded high school education and not expected to re-enroll
C	Completed course of study at the year end
D	Demoted to previous grade level
G	Graduated at the year end
L	Lateral – Transferred and remained in the same grade level
P	Promoted to following grade – any student who has met school year requirements
R	Retained
S1	Summer transfer out of district
S2	Summer illness
S3	Summer expulsion
S4	Summer absence or status unknown after 10 consecutive unexcused absences
S5	Summer dropout
S6	Summer not of school age
S7	Summer early graduation
SA	Still enrolled -AIMS
SC	Still enrolled - Course Study Requirements
SE	Still Enrolled – Does not have requirements
W	CODE IS ONLY FOR SAIS INTERNAL USE: <b>DO NOT USE</b>
W1	Transfer – Student transferred to another school or secondary school
W2	Chronic Illness – Withdrawal may or may not be required, depends on LEA policy
W3	Expelled , long term suspension, before the end of the school year
W4	Absence or status unknown -
W5	Dropout – Student does not intend to complete requirements for a diploma
W6	Age – Withdrawn because student was either under 6 years old, over 21 years old
W7	Graduated (Mid-year) – Completed school study and passed AIMS, Issued Diploma
W8	Decreased
W9	Transfer (Withdrawn) to be home taught
W10	Transfer to detention facility mid-year
W11	GED – Withdrawal prior to the end of the year in order to test for the GED
W12	Vocational school – Student withdrew prior to end of year to attend vocational/technical school (school does not meet graduation requirements)
W13	Completed required course study, but did not receive a passing grade on the AIMS test. Not expected to re-enroll
WK	Student transferred to another calendar track within the same school before end of year
WR1	School identified for Federal School Improvement
WR2	School identified as persistently dangerous
WR3	Individual Transfer Option (victim of a violent crime or criminal act)
WR4	Pregnancy / Biological Parent of a Child
WT	Transferred – Transferred to another grade within the school during the school year. Transaction is performed using StudentGradeTransfer

**Table 8.4– Withdrawal Activity Code**

<b>Code Value</b>	<b>Short Description</b>
01	Resident of administrative unit and usual school attendance area
02	Resident of administrative unit, but of other school attendance area
03	Resident of an administrative unit that crosses state boundaries
04	Resident of another state
05	Resident of this state, but not of this administrative unit

**Table 8.5– Residency Status Descriptor**

<b>Code Value</b>	<b>Short Description</b>
M	Main
A	Ancillary
T	AOI (formerly TAPBI)

**Table 8.6– Membership Type Descriptor**

<b>Code Value</b>	<b>Short Description</b>
0.00	Student's course load is part time, equivalent to 0% of a full-time program
0.25	0.25 Student's course load is part time, equivalent to 25% of a full-time program
0.50	0.50 Student's course load is part time, equivalent to 50% of a full-time program
0.75	0.75 Student's course load is part time, equivalent to 75% of a full-time program
1.00	1.00 Student's course load is full time, equivalent to 100% of a full-time program
1.25	1.25 Student's course load exceeds full time, equivalent to 125% of a full-time program

**Table 8.7– Student MembershipFTE Descriptor**

<b>Code Value</b>	<b>Short Description</b>
1	The "normal" setting for Arizona school children who generate state funding
2	Privately paid tuition, no tuition charged, or not eligible for state funding
3	Foreign Exchange Student
4	Non-SPED (NSE) students in residential treatment centers
5	JTED/Non-Resident Charter (concurrent)
6	ISEP Student

**Table 8.8– Tuition Payer Descriptor**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

Code Value	Short Description
1	CECA
2	CECB
3	Open Enrollment

**Table 8.9– Special Enrollment Code**

Code Value	Short Description
01	Accountability
02	Attendance
03	Funding
04	Graduation
05	Individualized Education Program
06	Transportation

**Table 8.10– Responsibility Descriptor**

Code Value	Short Description
Repeated, counted in grade point average	Repeated, counted in grade point average
Repeated, not counted in grade point average	Repeated, not counted in grade point average
Repeated, not counted in grade point average	Repeated, not counted in grade point average
Replacement counted	Replacement counted
Replacement not counted	Replacement not counted
Repeated, counted in GPA, other institution	Repeated, counted in GPA, other institution
Not repeated	Not repeated
Other, not counted in GPA	Other, not counted in GPA
Other	Other

**Table 8.11– Repeat Identifier Descriptor**

Code Value	Short Description
1	Excused
2	Unexcused
3	In Attendance
In Attendance	Value for homebound and online schools

**Table 9.1– Attendance Event Category Descriptor**

Code Value	Short Description
0.25	student was absent for the equivalent of one-fourth of a full school day *
0.5	student was absent for the equivalent of one half of a full school day *
1	student was absent for the equivalent of one full school day *
0.75	student was absent for the equivalent of three-fourths of a full school day *
Null	Value for preschool, homebound and online schools

\* Set Instructional Minutes to Null when posting partial, full-day or consecutive day absences

**Table 9.2– Absence Amount Descriptor**

## CODE VALUES – USE CASE SCENARIO SUPPLEMENTAL MATERIAL – 1.0

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Code Value	Short Description
Adult education credit	Adult education credit
Career and Technical Education credit	Career and Technical Education credit
Carnegie unit	Carnegie unit
Converted occupational experience credit	Converted occupational experience credit
Correspondence credit	Correspondence credit
Credit by examination	Credit by examination
Intersession hour credit	Intersession hour credit
Long session hour credit	Long session hour credit
Mini-term hour credit	Mini-term hour credit
Nine month year hour credit	Nine month year hour credit
Quarter hour credit	Quarter hour credit
Quinmester hour credit	Quinmester hour credit (five 9-week terms)
Semester hour credit	Semester hour credit
Summer term hour credit	Summer term hour credit
Trimester hour credit	Trimester hour credit
Twelve month year hour credit	Twelve month year hour credit
Other	Other

**Table 10.1– Attempted and Earned Credit Type**

Note: This has been moved to Release 2.0