

ADE Quick Reference Guides

AzEDS Reports

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The STUD10 (Student Data Verification report) has been broken into six sub-reports. The Student Data Verification Homebound Information sub-report displays all students submitted by a school/LEA that are schooled at home or place of care. All items on this report are pre-integrity.

Note: Select a **Fiscal Year** and **Local Education Agency** in the upper-right corner before running the report

Fiscal Year: 2023 Local Education Agency: Select an Option

STUD10 - Student Data Verification Report

The Student Data Verification Report comprises eleven unique informational reports: School Enrollment Information; FTE Information; Tuition Payer Information; Special Enrollment Information; Homebound Information, Chronic Health Problem Information, Student Parent Information, Student Address Information, Ethnicity and Race Information, Tribal Affiliation Information and Student Characteristic Information.

School(s): Select options Grade(s): All Page Breaks between Schools:

Page Break between Grade Levels: Data Type: Student Characteristic Information

Include Summer Withdrawals (Only for School Enrollment Information):

View Report

(1) Reporting Parameters: Users must choose a School and Grade from the drop-down menus. Grade level, although it must be specified to run the report, does not apply to results.

Note: Page Break between Grades and Include Summer Withdrawals cannot be implemented with this report.

- The **Page Break between Schools** checkbox displays each school on a separate page. This is only applicable for LEAs with permissions to view submissions from multiple schools.
- Select **Student Characteristic Information** from the Data Type menu:

Student Parent Information
Student Address Information
Ethnicity and Race Information
Student Characteristic Information
Tribal Affiliation Information

(2) View Report: Queries results (see Page 2).

(3) Collapse: To provide more room for viewing the report, the button collapses the interface:

(4) Expand: Click the icon of a collapsed report to expand the search interface.

(5) PDF/CSV/Print: Selecting **PDF** prompts to save or open the report as a save or open the report as a PDF file. Selecting **CSV** prompts to save or open the report as an Excel document. Selecting **Print** displays the report in a print preview window. Click the printer icon to print the report as it appears on the screen.

STUD10 - Student Data Verification Report

PDF CSV Print

1 of 1 Find | Next

Note: Please refer to the [Exporting to CSV Instructions](#) for additional instruction on filtering results.

(6) Search: Type the name of entity, or part of a name, to quickly scan the report. Matches are highlighted blue. Click **Next** to find the next matching entry on the report.

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(7) Navigation: The and buttons move forward and backward, one page at a time. The and buttons move to the first and last page, respectively. A specific page number can be entered in the textbox, followed by hitting **Enter** on the keyboard.

The screenshot shows a report header with the following information:

- STUD10
- Fiscal Year: 2023
- School Year: 2022 - 2023
- Unified School District (0000)
- Student Data Verification Report
- Student Characteristic Information
- CTDS: 00-02-00-000
- Page: 52 of 130
- Report Date: 03/07/2023 05:50 AM

Callout 8 points to the header information. Callout 9 points to the sub-header information:

- School CTDS: 00-02-00-101
- School Name: Elem School (0001)
- Grade Level: 1

Callout 10 points to the student data table:

District Student ID	State Student ID	Last Name	First Name	Middle Name	Student Characteristic
160603	11111111	Johnson	James	J	Parent in Military
160684	22222222	Smith	Jane	F	1/4 or more degree Indian blood

Callout 11 points to the totals at the bottom right of the table:

Grade - Total Unduplicated Students: 2 Total Records: 2

(8) Header: The report name, fiscal year, and school year display on the top-left corner of each results page. The LEA name, Entity ID, and type of verification report display on the center of each results page. The CTDS number, page number, and date of the report display on the top-right corner of each results page.

(9) Sub-Header: The School CTDS, school name, and school Entity ID display above the information for each section. If the **Page Break between Schools** box is checked on the search interface, each section displays on a separate page.

(10) Report Information: The following information is listed per student. If the report is ran for multiple schools, results are broken down per school.

- **District Student ID:** The identification number supplied by the LEA.
- **State Student ID:** The unique identification number supplied by ADE.
- **Last name, First Name, and Middle Name** (if available).
- **Student Characteristic:** The characteristic(s) submitted for each student

(11) Totals: Displays the total number of unduplicated students and total records submitted at the end of each section. A discrepancy in these numbers indicates a student was submitted multiple times. At the end of the report, additional totals for all unduplicated students and total records for that school are shown.