2025-2026 Special Education IEP Interchange – Coordinate Early Intervening Services File (CEIS)

Purpose:

The purpose of the Coordinated Early Intervening Services File is to represent those students whom you provided CEIS to at some point during the school year.

Important:

Completion of this Interchange file is not required unless your AU funded CEIS or CCEIS using federal dollars. This data is not included in the Special Education EOY or December Count Snapshots, nor does it impact December Count funding.

Early Intervening Services refers to school age (K-12) students and is not the same as Early Intervention Services (related to Part C). Students should be reported in this file if your Administrative Unit/State Operated Program chose to use or were required to use up to 15 percent (CEIS) or (CCEIS) of its IDEA: Part B funds for Early Intervening Services and had an approved Federal Application Narrative for the use of those funds.

Dependencies:

Student has been assigned a SASID obtained from the RITS system.

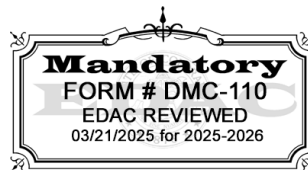Student has a record in the Student Interchange for:

- Demographics
- Student School Association

Record Expectation:

Include 1 record for each student within your Administrative Unit who received Coordinated Early Intervening Services at any point during the reporting period. This file may include students that are receiving Special Education services as well as those that are not in Special Education.

Use Summary:

Fields from this file are referenced directly from the data table for this file and do not pull into a snapshot

Mandatory
FORM # DMC-110
EDAC REVIEWED
03/21/2025 for 2025-2026

File Notes:

- New changes from 2024-2025 are emphasized with yellow shading.
- *Indicates primary key
- **Zero fill all non-applicable data fields**
- A header row is required for .csv and .xlsx files

Data Field List:

Name of Field	Field Length	Text Start Position	Text End Position	CSV Order	Excel Column	Example(s)	Remarks
Administrative Unit/SOP Code*	5	1	5	1	A2	00000	
Student's State ID (SASID) *	10	6	15	2	B2	0000000000	Validated against RITS
Student's First Name	30	16	45	3	C2	Valid name	Validated against RITS
Student's Last Name	30	46	75	4	D2	Valid name	Validated against RITS
Student's Gender	2	76	77	5	E2	01	Validated against RITS
Student's Date of Birth	8	78	85	6	F2	MMDDYYYY	Validated against RITS
School Code*	4	86	89	7	G2	0000	
District of Attendance	4	90	93	8	H2	0000	
Start Date of CEIS	8	94	101	9	I2	00000000	Date within current school year student began receiving CEIS
End Date of CEIS	8	102	109	10	J2	00000000	Date within current school year student stopped receiving CEIS
CEIS Type	1	110	111	11	K2	0	

DO NOT INCLUDE THE NEXT TWO ELEMENTS IN YOUR FILE- THESE ARE INTERNAL FLAGS THAT ARE PULLED IN FROM THE STUDENT INTERCHANGE

Name of Field	Field Length	Text Start Position	Text End Position	CSV Order	Excel Column	Example(s)	Remarks
Grade Level							Internal flag – grade is pulled from a matching district record with school code
Student's Federal Race							Internal flag – federal race is calculated from

Data Field Descriptions:

Admin Unit/SOP Code

A unique code assigned to an Administrative Unit/State Operated Program by CDE. Refer to Administrative Unit/State Operated Program Codes posted on Data Pipeline at Frequently Requested Codes and Resources Page.

Student's State ID (SASID)

A **unique** ten-digit number assigned to each student by CDE's Record Integration Tracking System (RITS).

Student's First Name

A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.

Student's Last Name

The name borne in common by members of a family.

Student's Gender

An individual's sex.

Code	Description
01	**Female-** identifies as female (including a transgender student who identifies exclusively as female).
02	**Male -** identifies as male (including a transgender student who identifies exclusively as male).
03	**Nonbinary -** does not identify exclusively as male or female. Nonbinary does not refer to a transgender student who identifies exclusively as either male or female.

Student's Date of Birth

The month, day, and year on which an individual was born (i.e. 09151989).

School Code

A unique number assigned to a school, approved facility, or detention center by CDE. Refer to the Data Pipeline Frequently Requested Codes and Resources Page for school code lists.

District of Attendance

Enter the appropriate district of attendance for each student. Refer to the Data Pipeline Frequently Requested Codes and Resources Page for tables listing the School District Codes.

Start Date of CEIS

The month, day, year (mmddyyyy) the student began receiving coordinated early intervening services in your Administrative Unit in the current school year.

End Date of CEIS

The month, day, year (mmddyyyy) the student stopped receiving coordinated early intervening services in your Administrative Unit in the current school year, or last day of school.

CEIS Type

Please indicate whether the student was served under CEIS (voluntary use of funds) or CCEIS (mandatory use of funds). If you are uncertain, please check with your Special Education Director to determine whether the funds used to serve the student were voluntary or mandatory.

Code	Description
1	CEIS – voluntary use of funds
2	CCEIS – mandatory use of funds

Internal Flag Descriptions:

Internal flags are fields in the snapshot that are derived from values reported in multiple data fields. Also known as calculated fields.

Grade Level

Match SASID and school code between the CEIS, Student School Association (untagged), and Demographic (untagged) files and pull in grade level of most recent matching record from the SSA file, if CEIS start and end dates fall between the school entry and exit date.

Student's Federal Race

The single category used in the snapshot to classify the student's federally designated race. This designation is based on the race and ethnicity reported by the district.

Code	Description
01	American Indian or Alaska Native
02	Asian
03	Black or African American
04	Hispanic or Latino
05	White
06	Native Hawaiian or Other Pacific Islander
07	Two or More Races

- If Student's Ethnicity: Hispanic/Latino = '1' then Student's Federal Race = '04'
- If Student's Ethnicity: Hispanic/Latino = '0' and only one of the following fields = '1', use the below logic to set Student's Federal Race
  - If Student's Race: American Indian = '1' then Student's Federal Race = '01'
  - If Student's Race: Asian = '1' then Student's Federal Race = '02'
  - If Student's Race: Black = '1' then Student's Federal Race = '03'
  - If Student's Race: White = '1' then Student's Federal Race = '05'
  - If Student's Race: Native Hawaiian = '1' then Student's Federal Race = '06'
- If Student's Ethnicity: Hispanic/Latino = '0' then Student's Federal Race = '07' when more than one of the following fields = '1'
  - Student's Race: American Indian
  - Student's Race: Asian
  - Student's Race: Black
  - Student's Race: White
  - Student's Race: Native Hawaiian

Document Changes:

Date	Description of Change	Reason for Change	Element(s) Affected
2024-2025	No changes		
2023-2024	Added new field – CEIS Type to indicate CEIS (voluntary) or CCEIS (mandatory)	CDE/ESSU is federally required to break out the student counts separately between voluntary or mandatory use of the associated funds.	CEIS Type
2022-2023	No changes		
2021-2022	No changes		
2020-2021	No changes		
2019-2020	No changes		
2018-2019	No changes		
2017-2018	No changes		
2016-2017	A separate file for CEIS data was added	A very small # of AUs are required to submit this file from year to year and some years there were none. Edits had to be adjusted each year and it seemed more efficient to move this information to a separate file.	