Date First Enrolled in US

Student Interchange: Student School Association File

Overview

The data field, date first enrolled in US, is located on the Student School Association (SSA) file. This data field is then used as part of multiple data collections throughout the school year as part of the interchange/snapshot process. This data field is also reported as part of the Assessment SBDs. LEAs should report the same value on the SSA file as they do during Assessment SBD. LEAs have the option to pull this field into their Assessment SBD from the SSA file or upload it as part of the Assessment SBD file.

2023-2024 SSA Field Definition

This field collects the date a student first enrolled in any public or non-public US school (not including Puerto Rico). The value should be reported in MMDDYYYY format or zero-filled when applicable.

- LEAs may zero-fill this field and CDE will calculate the date of first enrollment based upon the date a student first had a school entry date in a CDE student interchange data collection.
- If a date has been entered for a student, CDE will not override that field with a calculated value, though the entered value may not be more recent than the date CDE calculates.
- Students with an entry type of 05 (entry from another country) or 14 entry from another state) may not have this field zero-filled.
- Schools on US military bases count as US schools.
- Home school does not count as a "public or non-public" school.
- This field must be zero field for PK students.
- Students with an entry type of 16 (entry from homeschool) will generate a warning asking an LEA to confirm the date of first enrollment.
- A student's date of first enrollment will be calculated based on the earliest entry date in grade kindergarten and greater. If the date of first enrollment cannot be calculated, LEAs will be required to input a date.

Reporting Notes

LEAs report the date of first enrollment in a US school based upon their student records. A LEA may report a date earlier than the date calculated by CDE's historical student records, but they may not report a date later than CDE's calculated date. Reporting an earlier date is allowed because CDE assumes the districts has more detailed student records showing the student was enrolled/attending a US public or private prior to the student's earliest enrollment record in the Colorado public school system as reported to CDE.

When a student transfers into a district, LEAs should review the student's records to determine the applicable date. Although school entry types do not determine the value reported in this field, they are helpful tools to determine when a LEA may need to review student records and when the student's first enrollment is most likely to occur in the reporting LEA. The chart below shows common entry types with notes regarding this data field.

Entry Code	School Entry Type Description	Date First Enrolled Notes
01	New to educational system	Matches earliest school entry date for this student in the LEA.

Entry Code	School Entry Type Description	Date First Enrolled Notes
05	Transfer from a school in another country	Review student records. If the student has a prior enrollment in a US school, report that value. **Most likely outcome:** the date should match the earliest school entry date for this student in the LEA.
06	PK-6 student transferring from an unknown educational setting	Due to a lack of known educational history, the date first enrolled will match the earliest school entry date for this student in the LEA. If student records become available, review the records, and update the date accordingly.
14	Transfer from a school located in another state or US territory	Review student records. **Most likely outcome:** student records indicate the date the student first enrolled in a US school. Report that date. If not, the date should match the earliest school entry date for this student in the LEA.
15	Transfer from a non-public school	Review student records. **Most likely outcome:** student records indicate the date the student first enrolled in a US school. Report that date. If not, the date should match the earliest school entry date for this student in the LEA.
16	Transfer from home-based education	Review student records. If the student has a prior enrollment in a US school, report that value. If not, the date should match the earliest school entry date for this student in the LEA.
Other	See the SSA file layout for a complete list of entry types	Review student records. If the student has a prior enrollment in a US school, report that value. If not, the date should match the earliest school entry date for this student in the LEA.

CDE Calculated Date

CDE's calculated date is for this data field is based upon both the current and historical reporting history for the student. If a LEA reports '00000000' on their SSA file for a student in Kindergarten or older, then CDE's calculated date first enrolled in US will automatically populate for the student. The following outcomes may occur when '00000000' is reported by an LEA, expecting CDE to use the calculated date first enrolled in US.

Outcome 1: Historical records indicate a date first enrolled in US.

Historical reporting data is based upon prior student end of year collections and the current year student school association files across all reporting districts. The earliest date first enrolled in US found in the historical data is utilized as the calculated date first enrolled in US.

Outcome 2: No available historical data

When there is no historical reporting data for this field, the student's earliest school entry date in the current year becomes the calculated date.

Outcome 3: School Entry Type prohibits use of '00000000'

If the student's record has school entry type 05 or 14, then the LEA must input a specific date and cannot use '00000000' as the date first enrolled value. An error will trigger on the SSA file upon upload when this occurs.

SSA Business Rules

Several business rules on the SSA file are in place to support accurate reporting of this data field. Errors must be addressed. Warnings indicate potential issues with the data, asking LEAs to review the reported date first enrolled in US to ensure it aligns with the student's educational records on file in the LEA.

Below are notes regarding the individual SSA business rules for this field.

SP51 Error: *Date first enrolled in US must be a valid date in format MMDDYYYY and is required.*

Ensure the date is in the correct format.

SP449 Error: *Date of First Enrollment cannot be before the Date of Birth.*

Ensure the date is reasonable based upon the student's age and educational history. Contact RITS@cde.state.co.us if you believe there is an issue with this student's SASID where they've been assigned a SASID belonging to another, older, student.

SP552 Error: *PK students must have Date First Enrolled in U.S. zero-filled (00000000).*

PK students should not have a specific date first enrolled in the US as this data field is only applicable to students in Kindergarten or beyond. Update the student's record to show '00000000' as the date first enrolled in US.

SP461: *CDE was unable to calculate Date First Enrolled in US for this student. The current value is 00000000. Please enter a date for Date First Enrolled in US.*

Review the student's records to determine and report the student's date first enrolled in the US.

SP448 Error: *K-12 student has entry type of 05 (transfer from another country) or 14 (transfer from a school located in a different state) and cannot have the date first enrolled in US zero-filled. Please enter a valid date earlier than MMDDYYYY for this student.*

Due to the student's school entry type, the use of '00000000' is not allowed. Review the student's records to determine and report the student's date first enrolled in US.

SP553 Error: *Date First Enrolled in U.S. is later than the value calculated by CDE using enrollment records. You must use the date calculated by CDE or an earlier date. To use the date calculated by CDE, enter '00000000' (8 zeros).*

Review the CDE calculated date first enrolled in US on the **error detail report** or the CEDAR/COGNOS **date first enrolled in US report.** Clear the error in one of the following ways:

- Report a date earlier than the CDE calculated date first enrolled based upon a review of the student's records.
- Report the CDE calculated date first enrolled.
- Zero fill the date first enrolled field for this student.
    - CDE's calculated date will automatically be used in this situation.

SP534: *Confirm Date First Enrolled in U.S. for students with School Entry Types '05' (transfer from a school located in a different country) or '16' (transfer from homebased education).*
This warning will not clear because the student has school entry type 05 or 16. If school entry type 05 or 16 is accurate, ensure the date first enrolled reflects the student's educational history per their records. If the school entry type and date first enrolled in US are confirmed to be accurate, the respondent may ignore this warning for this student.

SP551 Warning: *Student with Date First Enrolled in the US = earliest school entry date in the current year whose school entry type is not 01, 05, 06, or 14 (new to educational system, transfer from a school located in a different country, PK6 student entering from unknown setting/status, transfer from a school in another state). Please confirm student's school entry type and date first enrolled in US. It is unlikely a student is first enrolled in a US school with a school entry type other than 01, 05, 06, or 14 based upon the definition of date first enrolled in the U.S. data field.*
The student's school entry date this year is the same as their date first enrolled in US but their school entry type indicates they have prior educational history. Review the student's records and update the date first enrolled in US as applicable. If the student's date first enrolled in US is accurate and their school entry type is accurate, the respondent may ignore this warning for this student.

CEDAR Report: Date First Enrolled in US

This report is available in CEDAR, also known as COGNOS, for data respondents with the Student Interchange LEA User or LEA View roles. Respondents may lookup a specific student by SASID to review the CDE calculated date first enrolled in US compared to the LEA's reported date first enrolled in US on their current SSA file.

This report may also be run as a list of students on the LEA's current SSA file by leaving the SASID field blank and selecting 'Finish' to run the report. Respondents may wish to extract this list for further review to determine instances where CDE's calculated date first enrolled in US does not match the reported value on the SSA file by the LEA.