

# December 1 File Formatting Information

## General Formatting Information for Export Files

All data export files must be in standard ASCII comma-separated variable (CSV) format, sometimes called “comma delimited text.” Each line must be terminated by a carriage return and line feed combination. Files should be named as indicated in this document, and must be in an MS-DOS compatible file format.

**Table 14** is a count of the number of school age children with disabilities with an Equitable Participation Services Plan.

An example of **Table 14** is shown below:

Smith,Matthew,2008-012-02,,Lawer Christian, 119357402,2010-02-01,SD,2121,Y,N,5,M,99

The file will contain a row for each student. The row will contain 14 values, each separated by a comma (for a total of 13 commas per row). If there is not a value, a comma will indicate a value of ‘blank’. Dates should be formatted as YYYY-MM-DD.

# December 1 Table Data Items and Layout

**TABLE 14**

Report of Children Parentally Placed with an Equitable Participation Services Plan

Student Last Name	Student First Name	Birthdate	Grade	Private School Student Attends	District of Residence	Evaluation /Reevaluation Date	Evaluation Completed by IU/SD	Disability Category	Determined to be Eligible Y/N	EP Service Plan - Y/N	Race	Gender	LEP

Include students in Non-Public Schools that are parentally placed with an equitable participation services plan.

Follow the specifications below when completing the Table 14:

- All Dates should be in the format YYYY-MM-DD
- Grade should be a 3 digit code (K4A, K4P, K4F, K5A, K5P, K5F, 001, 002, 003 .... 012).
- Private School Student Attends – Use the AUN of the School from EDNA, if one exists; otherwise, enter actual name (text)
- District of Residence AUN should be the 9 digit AUN number, not the name of the school district
- Evaluation Completed by IU/SD should be IU or SD
- Disability Category should be a 4 digit Disability code
- Determined to be Eligible Y/N should be a Y or N
- EP Service Plan - Y/N should be a Y or N
- Race should not include a leading zero (1, 3, 4, 5, 6, 9, 10)
- Gender should be M or F for Male or Female
- LEP should be 01, 03, 04, 05, 99

## Export Specifications for Table 14

**Table 14** is a count of the number of school age children with disabilities parentally placed with an Equitable Participation Services Plan.

File Name: Table14\_IU\*\*\_Date.txt where ‘\*\*’ is equal to the IU number and “date” is equal to the date the file is submitted in the format MMDDYYYY – (i.e. 12012016)

Report: Children Parentally Placed with an Equitable Participation Services Plan on December 1

Number of Rows: One row for each child with an Equitable Participation Services Plan

Number of Values per Row: 14

Details: File shall consist of as many rows as students subject to parental placement with each row containing 14 elements or data values, with the values in each row separated by a comma.

Each row contains data for a Child with Disabilities Subject to Parental Placement

Value 1 – Last Name

Value 2 – First Name

Value 3 – Birthdate

Value 4 – Grade

Value 5 – Private School Student Attends

Value 6 – District of Residence

Value 7 – Evaluation/Reevaluation Date

Value 8 – Evaluation Completed by IU/SD

Value 9 – Disability Category

Value 10 – Determined to be Eligible Y/N

Value 11 – EP Service Plan Y/N

Value 12 – Race

Value 13 – Gender

Value 14 – LEP