July 2025 Submission Formatting Information

General Formatting Information for Data Files

All data files must be in standard ASCII comma-delimited format, either CSV or text format. Each line must be terminated by a carriage return and line feed combination. Files shall be named as indicated in this document and must be in an MS-DOS compatible file format.

Student Data

The two files, Student (optional in Spot Checker) and Special Education Snapshot, will contain a row of data for each student. The Student file contains **226 values per row**, each separated by a comma (for a total of 225 commas per row). The Special Education Snapshot contains **80 values per row**, each separated by a comma (for a total of 79 commas per row). If there is not a value for any item, a comma will indicate a blank variable.

Be sure to include leading zeros where necessary. Dates should be formatted as YYYY-MM-DD. See example below.

See PIMS Manual for more detailed descriptions.

Example:

- Student Template:
  123468303,3272,2019-06-30,9629399189,,,,,010,,,SH09,2003-05-21,F,6161 Roxbury Drive,,Hershey,PA,17033,,,,,,,1,,,,,,
  F,2128,,,,Y,,,01,,,,21,,,,,,,,,,,,,,,,,,,,,,N,,,N,,,,,,,N,,,,,,,N,,B,,,36042452,,,Y,,2012-05-23,2012-05-23,,,,,,,,,,2012-05-23,,,,,,,,
  123463603,,,,,,,,,,,,,,R,,Brown,Charlie,,,,,,,,,,,,,,,,,,,,,,,,,Y,,,,,,,,,,,,,,,,,123463603,,,,,,,,,,,,,,,,Y,,,,,A,,Y,N,N,123468303,,,,E,Y,,,,
  123468303

- Special Education Snapshot:
  123468303,3272,2022-06-30,,9629399189,,,,,2128,2106,,,,01,,,,,,,,,,,,,,Y,,2021-11-30,2022-06-30,,,,,,,,,Y,,,,,,,01,,,,,,,,,,,,,,,,,xyz
  school,,Y,Y,Y,Y,,,,3

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July Submission Student Data Items
Student Template

Empty fields are not included in this list –
Reminder: The layout of the record must follow the 226 fields
for Student Template (optional for Spot Checker runs)

See PIMS Manual for more detailed descriptions.

Student Template

Field No.	Field Name	Valid Values
1	Submitting AUN (LEA submitting, SE District of Residence)	9-digit code
2	School Number	4-digit code
3	School Year Date	10 characters, ISO format (YYYY-MM-DD). Must be 20YY-06-30, where YY is the year after the Dec 1 Child Count date
4	PASECUREID	10-digit code
10	Grade	K4A, K4P, K4F, K5A, K5P, K5F, 001-012
13	Home Room	
14	Birth Date	10 characters, ISO format (YYYY-MM-DD)
15	Gender	M or F
16	Address 1	
17	Address 2	
18	City	
19	State Code	
20	Zip	
27	Race/Ethnicity	1 - American Indian/Alaskan Native 3 - Black or African American 4 - Hispanic 5 - White 6 - Multiracial 9 - Asian 10 - Native Hawaiian or Other Pacific Islander

Student Template

Field No.	Field Name	Valid Values
33	Food PGM Participation Code	F - free R - reduced N - neither
34	Challenge Type	2121 - Autism 2122 - Deaf-Blindness 2123 - Hearing Impairment including Deafness 2124 - Intellectual Disability (MR) 2125 - Multiple Disabilities 2126 - Orthopedic Impairment 2127 - Emotional Disturbance 2128 - Specific Learning Disability 2129 - Speech or Language Impairment 2130 - Traumatic Brain Injury 2131 - Visual Impairment incl. Blindness 2132 - Other Health Impairment
38	Special Education	Y - has IEP E - exited IEP and transferred to Regular Ed this school year
41	LEP/ELL Status	01 – current EL, not LIFE 03 – former EL, exited, and in 1st year of monitoring 04 – former EL, exited, and in 2nd year of monitoring 05 – former EL, exited, and no longer monitored 06 – current EL, LIFE (Limited or Interrupted Formal Education) 07 – former EL, exited, and in 3rd year of monitoring 08 - former EL, exited, and in 4th year of monitoring 99 - never EL
45	LIEP Type	21 –Mixed Bilingual 22 –EL Bilingual 23 –EL Specific Transitional Instruction 25 –EL Specific English-only 26 –Mixed Classes with English-only Support 27 –Parental refusal-mixed classes with English-only support 98 –LIEP type 21-26 provided by another entity-English-only support provided at this entity

Student Template

Field No.	Field Name	Valid Values
50	BID School Number	4-digit code
51	BID AUN	9-digit code
65	Grad Status	See PIMS Student Snapshot Template Specifications in the PIMS User Manual Volume 1 for valid codes
66	Expected Post-Graduate Activity	See Appendix M in Volume 2 of the PIMS User Manual for a complete list of valid values
67	Student Status	See Appendix L in Volume 2 of the PIMS User Manual for a complete list of valid values
68	Date First Enrolled in an ESD or Bilingual Education Program	10 characters, ISO format (YYYY-MM-DD)
70	504 Plan	Y or N
73	Foreign Exchange Student	Y or N
80	Gifted	GY - Gifted, has GIEP GS – Gifted, receives gifted services through IEP GX – Gifted, does not receive gifted services N - Not Applicable
88	Economic Disadvantaged Status Code	Y or N
90	Mobility Code	A, B, C or Blank
91	Diploma Type Code	806 - Regular Diploma 816 - General Education Development (GED) credential 826 -
93	Alternate Student ID	
95	Title III EL Eligibility	Y or N
96	Title I Part A	Y or N
97	Grade 09 Entry Date	10 characters, ISO format (YYYY-MM-DD)
98	LEA Entry Date	10 characters, ISO format (YYYY-MM-DD)
99	School Entry Date	10 characters, ISO format (YYYY-MM-DD)
109	State Entry Date	10 characters, ISO format (YYYY-MM-DD)
110	Date First Enrolled in a US School	10 characters, ISO format (YYYY-MM-DD)
117	District of Residence AUN	9-digit code

Student Template

Field No.	Field Name	Valid Values
120	Student is a Single Parent	Y or N
123	Home Language Code	See Appendix J Volume 2 of the PIMS User Manual for a complete list of valid NCES county and language codes
125	Years in US Schools	1 - 0-12 months 2 - 13-24 months 3 - 25-36 months
126	Name Suffix	
131	Food Program Eligibility	F - free R - reduced N - neither
133	Last Name	
134	First Name	
142	Middle Name	
154	Address 3	
165	School Number of Residence	4-digit code
166	Displaced Homemaker	Y or N
167	Special Education Referral	Y or N
182	Home Address State County Code	See Appendix D Volume 2 of the PIMS User Manual for the full list of state abbreviations
189	Funding District AUN	9-digit code
190	CTE Indicator	
207	Military Family Code	Y or N
212	PSSA/PASA Assessment	A - PASA only, no PSSA precode label B – PSSA, receive precode label I - Not participating in any of these assessments N – PSSA Online testing, no label required
214	Keystone Winter Assessment	Y – Receive precode label N – Not testing O – Online testing, no label required
215	Keystone Spring Assessment	Y – Receive precode label N – Not testing O – Online testing, no label required

Student Template

Field No.	Field Name	Valid Values
216	Keystone Summer Assessment	Y – Receive precode label N – Not testing O – Online testing, no label required
217	AUN of Enrollment	9-digit code
221	Access for ELLS Assessment	E – ACCESS for ELLs precode label A – Alternate ACCESS for ELLs precode label O – Other LEA requesting precode label
222	ELA Assessment Exemption Indicator	Y or N
223	AUN of Sending Charter School	9-digit AUN of the charter school that contracted with the educating LEA to educate a charter school student
224	Sending Charter School Number	The PDE defined 4-digit code of the charter school that contracted with the educating LEA to educate a charter school student.
225	Gender Identity	X – Gender Non-binary or Gender Not Listed
226	PASA Testing Agency AUN	9-digit code

Age Ranges by Grade	
Grade	Age
K4A, K4P, K4F	4-8
K5A, K5P, K5F	4-8
001	4-9
002	4-10
003	5-11
004	6-12
005	7-13
006	8-14
007	9-15
008	10-16
009	11-19
010	12-20
011	13-21
012	14-22

Special Education Snapshot
Empty fields are not included in this list –
Reminder: The layout of the record must follow the 80 fields for Special Education Snapshot

See PIMS Manual for more detailed descriptions.

Special Ed Snapshot

Field No.	Field Name	Code
1	Submitting AUN	9-digit code
2	School Number	4-digit code
3	School Year Date	10 characters, ISO format (YYYY-MM-DD)
5	PASECUREID	10-digit code
10	Special Education Teacher Name	Optional for July
11	Primary Disability	2121 - Autism 2122 - Deaf-Blindness 2123 - Hearing Impairment including Deafness 2124 - Intellectual Disability (MR) 2125 - Multiple Disabilities 2126 - Orthopedic Impairment 2127 - Emotional Disturbance 2128 - Specific Learning Disability 2129 - Speech or Language Impairment 2130 - Traumatic Brain Injury 2131 - Visual Impairment incl. Blindness 2132 - Other Health Impairment
12	Secondary Disability	Optional for July

Special Ed Snapshot

Field No.	Field Name	Valid Values
15	Amount of Special Education Services	Optional for July
17	Type of Support	Optional for July
32	Noneducational Agency Placement	Y or N
34	Date Exited Special Education	10 characters, ISO format (YYYY-MM-DD). Must be blank or fall between 7/1/2024 and 6/30/2025
35	Snapshot Date	10 characters, ISO format (YYYY-MM-DD). Must be 2025-06-30.
44	Educational Environment	Optional for July
45	Transition IEP Status Code	Y or N. Does the student have a transition plan as part of their IEP?
49	Educational Environment Percentage (School Age Program)	Optional for July

Special Ed Snapshot

Field No.	Field Name	Valid Values
52	Reason for Exiting Special Education	Blank, unless student exited between 7/1/2024 and 6/30/2025 01 - Graduated with Regular High School Diploma 02 - Received a GED and/or Certificate 03 - Reached Maximum Age (Age 21) 04 - Dropped Out 05 - Transferred to Regular Education 06 – Moved out of Pennsylvania, Known to be Continuing 09 – Died 99 – Moved, within PA, known to be continuing
53	LEP Status	Y or N
70	Service Provider	9-digit AUN code or Provider Name (text)
71	Location of Special Education Services	The PDE-defined, 4-digit code identifying the school *where Special Education services are provided.* If a student is at a location that does not have a designated school code, enter the actual name of the building. Codes 9999 and 0000 are not valid codes
73	Trans IEP (Comp Int Paid Work Exp)	One character, text format. DEFINITION: Did the student participate in a competitive integrated paid work experience?
74	Trans IEP (Job Coaching)	One character, text format. DEFINITION: Did the student participate in individual job coaching services funded by the school in a paid work experience?
75	Trans IEP (Comp Int Emp Goal)	One character, text format. DEFINITION: Does the student have an outcome goal of competitive integrated employment?

Special Ed Snapshot

Field No.	Field Name	Valid Values
76	Trans IEP (Comp Int Emp)	One character, text format. DEFINITION: Upon exiting high school, was the student employed in a competitive integrated setting?
80	Race or Ethnicity Code	1 - American Indian/Alaskan Native 3 - Black or African American 4 – Hispanic 5 – White 6 – Multiracial 9 – Asian 10 – Native Hawaiian or Other Pacific Islander