504 Plan

Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
General Rules: To add or to update a 504 Plan record, the <u>student must have a valid district enrollment record in SIS</u>. To add a 504 Plan, the following conditions must be met: - Enrollment record Home RCDTS matches 504 Plan record's Home RCDTS - Enrollment record Serving RCDTS matches 504 Plan record's Serving RCDTS - Enrollment record School Year matches 504 Plan record's School Year - New - Enrollment Exit/Withdrawal Type code does not equal Code 99 Erroneous Enrollment						
504 Plan Start Date	Mandatory	Char(10)	mm/dd/yyyy		The month, day, and year on which the 504 Plan was started, per enrollment. The start date must be unique to the enrollment.	
504 Plan End Date	Optional; Mandatory if student already exited	Char(10)	mm/dd/yyyy		The month, day, and year on which the 504 Plan was ended or the student's enrollment was exited. The 504 Plan End Date is optional while the student is actively enrolled in your district. **Note**: When adding a 504 Plan for a student that has already exited your district, the 504 Plan End Date is mandatory.	• To add or to update the 504 Plan End Date in a record, the date is in one of the following specified ranges: - 504 Plan End Date is equal to or greater than the Enrollment Date and the Exit Enrollment Date is Null. - 504 Plan End Date is equal to or greater than the Enrollment Date and the Exit Enrollment Date is equal to or greater than 504 Plan Date
Delete Record	Optional	Char(2)			This column is used to delete the 504 Plan record with code '99'. If 504 Plan record is valid, leave this field blank.	• To delete the 504 Plan record, send '99' in the 'Delete Record' field on batch file or select the **Delete Record** online.

Change History

12/24/2018	Released
12/05/2018	Updated 504 Plan Start Date description.
11/27/2018	Updated Change History for testing
10/24/2018	Initial Draft

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