EMPLOYMENT INFORMATION SYSTEM (EIS)
Program Closure

Data Elements	Code	Description	Data Type	Length	Mandatory/ Optional
School Year		School year for which this record is applicable.	char	4	Mandatory
Position Code		The Position Code identifies the employee's position. If position is in more than one Work Location, a position record must be submitted for each position/work location. *See Position Codes tab.*	char	3	Mandatory
Employer RCDTS	rrcccddddt tssss	The RCDTS code for the employing district.	char	15	Mandatory
Working Location RCDTS	rrcccddddt tssss	The RCDTS code for the Work Location. For position codes 103, 104, 200-251, 309, 311, 372, 379 and all 600 codes, this is mandatory. For all other position codes, this is optional and can be left blank. If left blank, it will be designated as a district-level position.	char	15	Blank, Mandatory for identified Position Codes
FTE		The sum of FTE calculations for all unfilled positions. Full Time Equivalence is the percent of time a position is paid divided by the required time for that position in the associated attendance center for the school year.	decimal	4,2	Mandatory
Program Closure Reason		Program Closure Reason is the explanation for why a program has been closed for the school year. 01 = Lack of Applicants 02 = Lack of Funds 03 = Qualified Applicants Declined Employment	char	2	Mandatory

Grade Level		Grade Level is the grade range at which the program would be providing services. *See Grade Level Assignment tab.*	char	2	Optional
Subject Area		Subject Area is required for all teaching positions. The list of subjects comes from the SIS Student/Teacher Course Assignment Catalogs. Required for Position Codes: 200-251 *See Subject Area tab.*	char	2	Mandatory
Remove Record		To remove an unfilled position that was accidentally submitted.	int	1	Optional