



# End of SY 2024-25 and Planning for SY 2025-26

*Student Information System*

*Notice* – This webinar is being recorded!

Please ***do not*** provide any student,  
personal, or vendor information.

# Webinar Tips

- **Audio Tips**
  - Use computer speakers.
  - Headset connected to a computer.
  - Listen via telephone.
- **Question & Answer**
  - Utilize the text/chat box to submit questions, which will be published in a Q&A document after the presentation. *Please specify the topic.*
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  - If you are listening via telephone and close out of the webinar on your computer, you will be disconnected.

# Agenda

- Introductions and SIS Resources
- Report Card Timeline
- ACCESS Correction and Scores
- Assessment Correction and Scores Process
  - Dynamic Learning Maps Alternate Assessment (DLM-AA)
  - Illinois Assessment of Readiness (IAR)
  - Illinois Science Assessment (ISA)
  - ACT with Writing, PreACT Secure, PreACT 9 Secure
  - Unassigned Scores
- Student Attendance
- Adjusted Cohort Graduation Rate
- Early Childhood Programs and Providers
- Gifted and Accelerated
- Student Discipline
- College Course Assignment
- Outside Course Assignment
- Student Course Assignment
- Teacher Course Assignment
- Importance of Data Quality
- Seal of Biliteracy Awards
- End of SY 2024-25 Tasks
- Upcoming Key Dates
- Next Steps for Districts
- Where to Direct Questions



## Introductions

Student Information System

### Presenters

- Colene German  
*SIS Project Manager*
- Kory Schacht  
*ISBE SIS Business Analyst*
- Kara Mernaugh  
*ISBE SIS Training Coordinator*

### ISBE SIS Management Team

- Madan Damodaran  
*Director, Software Solutions*
- Donna Schroeder  
*Supervisor, Software Solutions*
- Maureen Font  
*Director, Data, Strategies, and Analytics*

### Members of the SIS Team

- Tandi Turner  
*ISBE SIS Business Analyst*
- Lindsey Walker  
*ISBE SIS Business Analyst*
- Brenda Umek  
*ISBE SIS Business Analyst*
- Julie Mossberg-Kinsley  
*SIS Business Analyst*
- Shannon Armstrong  
*SIS Business Analyst*
- Michael Pflugmacher  
*SIS Development Team*
- Durga Vejju  
*SIS Development Team*
- Kathleen Ball  
*SIS Development Team*
- Lokesh Vankayala  
*SIS Development Team*
- Kaitlin Wieberg  
*SIS Development Team*
- Subodh Dhakal  
*SIS Development Team*
- Jessie Betz  
*SIS Support Analyst*

# ISBE/SIS Resources

- Located on the ISBE SIS webpage:
  - ISBE SIS Announcements
  - Data Elements and Validations
  - Key Dates
  - File Format Layouts
  - Excel Templates
    - Tips for Completing (*Data Collection Name*) Template
    - Steps for Creating and Uploading (*Data Collection Name*)
  - Archived Presentations, Trainings, Frequently Asked Questions

The Every Student Succeeds Act (ESSA) increased accountability and reporting requirements regarding student academic achievement. In order to better respond to these and other federal and state reporting requirements, ISBE and the IBM Corporation developed a state-level student information system. Through the project students will be assigned a unique identification number. All data to and from the state will use that unique identifier. The use of individual student records will:

- increase the state's capacity to follow a student's progress over time;
- provide better quality data to drive more enlightened policy decisions resulting in enhanced educational opportunities for all children;
- reduce data collection burden on schools and districts; and
- enhance the use and relevance of state data by districts and schools.

**News and Updates**

- EBF User Guide
- District Guidance for Detention Centers
- SIS Development Notes for SY 2024
- Attendance Guidance - Half Day and Full Day

**OTHER RESOURCES**  
ISBE Education Data Systems

**Student Information System (SIS)**

**Log in to SIS**

**Data Elements and Validations**

**Documentation/Tools**

**Key Dates**

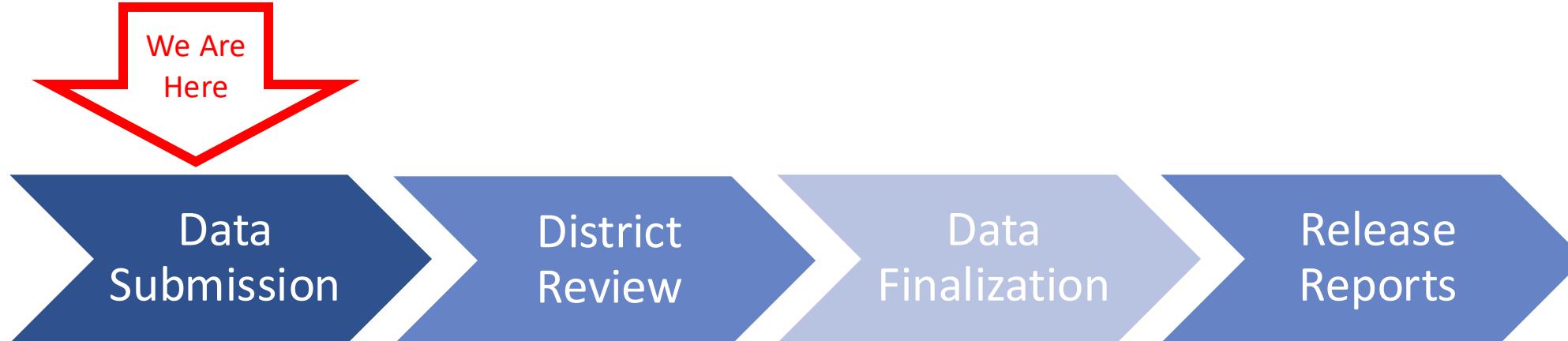
**SIS Excel Templates**

**SIS Training Modules**

**Past Webinars, Trainings and Q&A**



# Report Card Timeline



- Data Submission: Now through July (depends on specific collection).
- District Review: Now through July (depends on specific collection).
- Data Finalization: July and August (depends on specific collection).
- Data Review and Verification Tool via MyIRC.
  - Opens by noon **July 1, 2025**.
  - Closes after all data collection deadlines have passed.
- Educator Preview Release: **October 1, 2025**, by noon.
- Report Card Release: **October 30, 2025**, by 9 a.m.
- [ISBE Data Collections Key Dates](#)



# ACCESS Correction and Scores

*Deadline: March 10 –  
August 22, 2025*

# ACCESS Correction

ISBE opened the ACCESS Correction process on **March 10, 2025**.

- Demographic, Home School, and Grade details must reflect a student's status as of the last day of the ACCESS testing period.
- Changes made to the ACCESS Correction data only affect the ACCESS Correction data; they do **not** update the student demographics information in SIS.
  - Updates to SIS student demographic, enrollment, and program indicator data (and enrollment exits) also must continue through the end of the school year.
  - If student demographic errors are identified in the ACCESS Correction file, revisions must be made both via the ACCESS Correction file and within SIS (via the Student Demographic/Enrollment batch file or the available online areas).
- An ACCESS Correction record can only be added if the student has an English learner (EL) record in the district for the SY 2024-25.

# ACCESS Correction

The following fields can be added or updated during the ACCESS Correction window:

- Student Tested
- Reason for Not Testing
- SAP ID
- Legal Last Name
- Legal First Name
- Legal Middle Name
- Birth Date
- Race/Ethnicity Code
- Gender Code
- Homeless Indicator
- Migrant Indicator
- IDEA Services (IEP)
- FRL/Low-Income Indicator
- 21<sup>st</sup> Century Indicator
- Home School RCDTS
- Grade Level at Time of Testing
- Test Taken

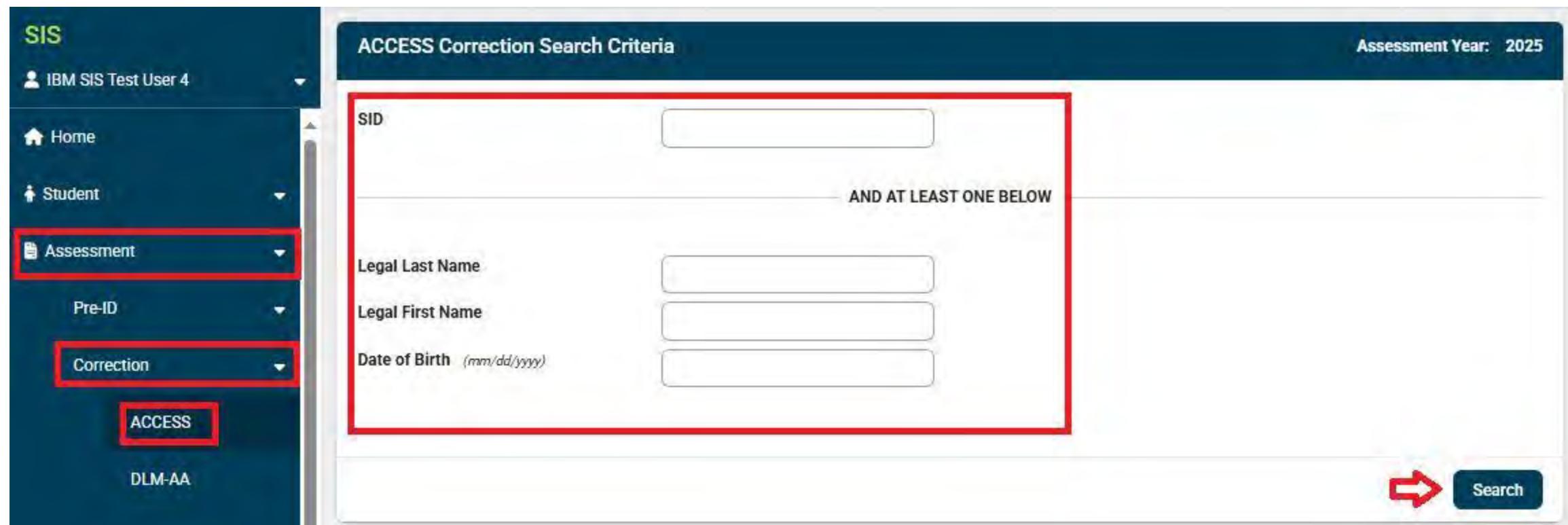
# ACCESS Correction

## Reason for Not Testing Codes

- 01 - Medically Exempt
- 02 - Homebound Exempt
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 05 - Not Enrolled/Not EL at Time of Testing
- 06 - Not in Valid Grade
- 07 - Transferred Out During Testing
- 08 - Transferred In During Testing
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 20 - Obtained Proficiency in a Prior Year or Proficient Based on Screening Tests
- 21 - Grade 12 Completion

# ACCESS Correction

ACCESS assessment correction: Search by student.



SIS

IBM SIS Test User 4

Home

Student

Assessment

Pre-ID

Correction

ACCESS

DLM-AA

ACCESS Correction Search Criteria

Assessment Year: 2025

SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

Search

# ACCESS Correction

Correct student data to reflect what was true during ACCESS testing. Select 'Submit.'

[Back To ACCESS Correction Search Criteria](#)

## ACCESS Correction

SID	123456789	Student SAP ID	12345
Legal Last Name	Test	Legal First Name	Student
Date of Birth (mm/dd/yyyy)	01/04/2019	Test Taken	ACCESS
Gender	Female	Race/Ethnicity	Hispanic or Latino
Homeless	<input type="radio"/> Yes <input checked="" type="radio"/> No	Migrant	<input type="radio"/> Yes <input checked="" type="radio"/> No
English Learner (EL)	<input checked="" type="radio"/> Yes <input type="radio"/> No	IDEA Services (IEP)	<input type="radio"/> Yes <input checked="" type="radio"/> No
Free or Reduced Price Lunch (FRL) / Low Income	<input checked="" type="radio"/> Yes <input type="radio"/> No	21st Century Community Learning Centers	<input type="radio"/> Yes <input checked="" type="radio"/> No
Student Tested	<input type="radio"/> Yes <input checked="" type="radio"/> No	Reason For Not Testing	04-Out of State/Country

No ACCESS scores found

 **Submit**

# ACCESS Correction

Message indicates data successfully updated.

[\*\*< Back To ACCESS Correction Search Criteria\*\*](#)

## ACCESS Correction

Record updated successfully

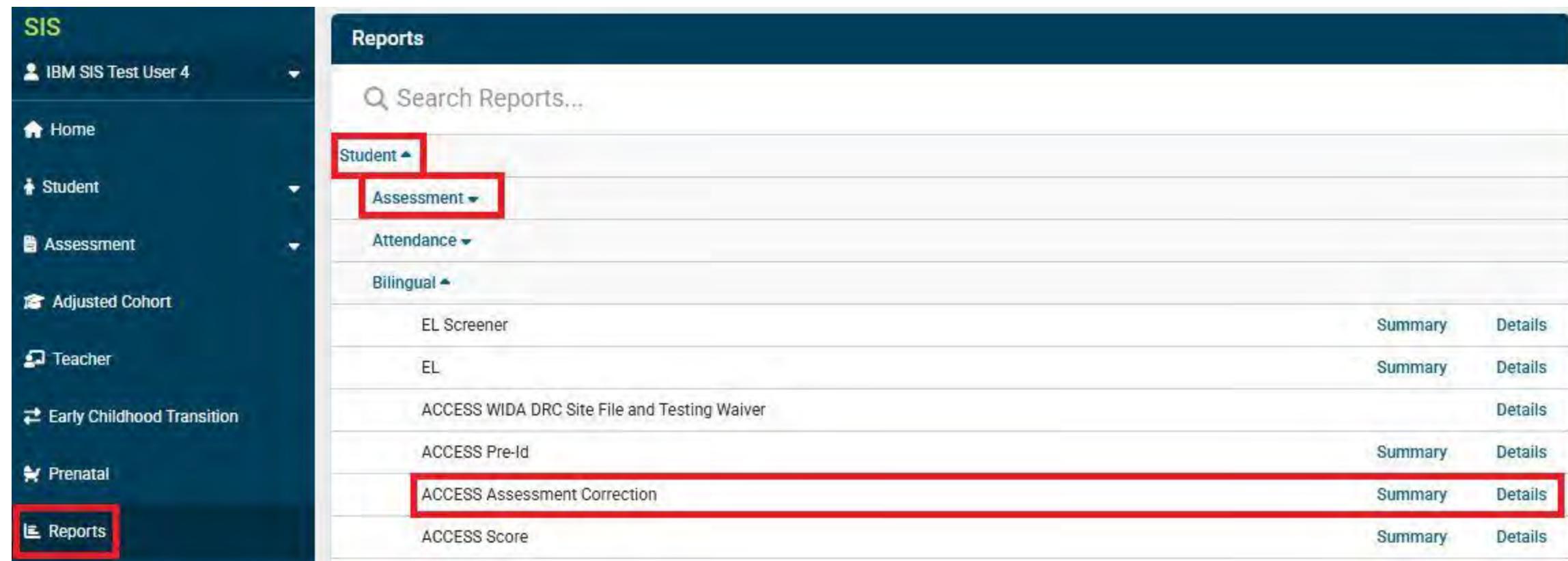
SID	123456789	Student SAP ID	12345
Legal Last Name	Student	Legal First Name	Test
Date of Birth (mm/dd/yyyy)	01/04/2019	Test Taken	ACCESS
Gender	Female	Race/Ethnicity	Hispanic or Latino
Homeless	<input type="radio"/> Yes <input checked="" type="radio"/> No	Migrant	<input type="radio"/> Yes <input checked="" type="radio"/> No
English Learner (EL)	<input checked="" type="radio"/> Yes <input type="radio"/> No	IDEA Services (IEP)	<input type="radio"/> Yes <input checked="" type="radio"/> No
Free or Reduced Price Lunch (FRL) / Low Income	<input checked="" type="radio"/> Yes <input type="radio"/> No	21st Century Community Learning Centers	<input type="radio"/> Yes <input checked="" type="radio"/> No
Student Tested	<input type="radio"/> Yes <input checked="" type="radio"/> No	Reason For Not Testing	04-Out of State/Country

**Submit**

No ACCESS scores found

# ACCESS Correction

## ACCESS Assessment Correction – Details Report



SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Reports

Search Reports...

Student ▲

Assessment ▼

Attendance ▼

Bilingual ▲

EL Screener	Summary	Details
EL	Summary	Details
ACCESS WIDA DRC Site File and Testing Waiver		Details
ACCESS Pre-Id	Summary	Details
ACCESS Assessment Correction	Summary	Details
ACCESS Score	Summary	Details

# ACCESS Correction

## ACCESS Correction – Detail Report – Criteria Page

< Back To Reports

### ACCESS Assessment Correction (Detail)

School Year

School

Grade

Student Tested or Did Not Test

Race/Ethnicity

Gender  All  Male  Female  Non-Binary

Homeless Indicator  Both  Yes  No

Migrant Indicator  Both  Yes  No

IDEA Services  Both  Yes  No

FRL/Low Income Indicator  Both  Yes  No

21st Century Indicator  Both  Yes  No

Sort By

PDF



## 2025 ACCESS Assessment Correction Report (Detail)

Assessment Home District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: grade at testing

<b>Columns</b>	<b>A</b> Race Codes	<b>D</b> Migrant Indicator	<b>G</b> 21st Century Indicator
	<b>B</b> Gender Codes	<b>E</b> IDEA Services	<b>H</b> Grade
	<b>C</b> Homeless Indicator	<b>F</b> FRL/Low Income Indicator	<b>I</b> Reason for not testing

### Reasons For Not Testing:

<b>01</b> - Medically Exempt	<b>06</b> - Not In Valid Grade	<b>15</b> - Refusal but Present to Test
<b>02</b> - Homebound Exempt	<b>07</b> - Transferred Out During Testing	<b>19</b> - Reserved for Internal Use
<b>03</b> - In Jail/Locked Facility	<b>08</b> - Transferred In During Testing	<b>20</b> - Obtained Proficiency in a Prior Year or Proficient Based on Screening Tests
<b>04</b> - Out of State/Country	<b>09</b> - Deceased	<b>21</b> - Grade 12 Completion
<b>05</b> - Not Enrolled/Not LEP at Time of Testing	<b>10</b> - Absent	

\* Race Codes definitions can be found on the Student Information System web site.

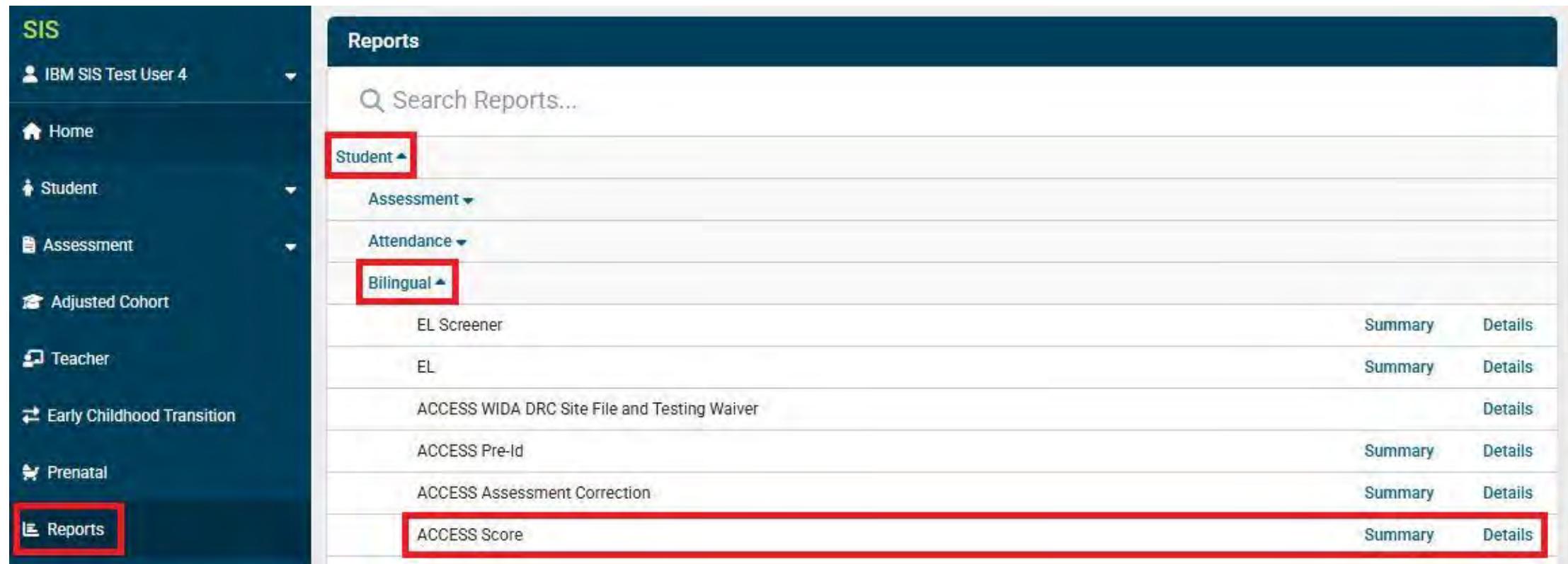
Student ID	Student Name	Birth Date	Test Name	A	B	C	D	E	F	G	H	I	SIS Home School
123456789	Test, Student	10/04/2018	ACCESS	16	F	N	N	N	Y	N	15	01	123456789012345
123456789	Test, Student	01/04/2019	ACCESS	11	F	N	N	N	Y	N	15	04	123456789012345

# ACCESS Scores

- **May 12, 2025:** ACCESS preliminary Scores posted in SIS.
- Verify students are not missing ACCESS scores.
  - Run an ACCESS Scores Summary Report located under Reports in the Bilingual section.
    - Make report criteria selections.
    - Review Result Codes.
- **May 30, 2025:** Last Day for ACCESS Preliminary Data Review.
- **July 15, 2025:** Online results post in WIDA AMS.
- **August 4, 2025:** Paper ACCESS reports delivered to districts.

# ACCESS Scores

## ACCESS Score – Summary Report



The image shows a screenshot of the SIS (Student Information System) application. On the left, a vertical sidebar lists various menu items: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The 'Reports' item is highlighted with a red box. The main content area is titled 'Reports' and features a search bar labeled 'Search Reports...'. Below the search bar is a list of report categories: 'Student' (highlighted with a red box), 'Assessment', 'Attendance', and 'Bilingual' (highlighted with a red box). Under each category, there is a list of report names with 'Summary' and 'Details' links. The 'ACCESS Score' report is highlighted with a red box.

Report Category	Report Name	Summary	Details
Student	EL Screener	<a href="#">Summary</a>	<a href="#">Details</a>
	EL	<a href="#">Summary</a>	<a href="#">Details</a>
	ACCESS WIDA DRC Site File and Testing Waiver	<a href="#">Details</a>	
	ACCESS Pre-Id	<a href="#">Summary</a>	<a href="#">Details</a>
	ACCESS Assessment Correction	<a href="#">Summary</a>	<a href="#">Details</a>
	ACCESS Score	<a href="#">Summary</a>	<a href="#">Details</a>

# ACCESS Scores

## ACCESS Score – Summary Report – Criteria Page

[Back To Reports](#)

### ACCESS Score (Summary)

School Year: 2025

School: All Schools

Home  Serving  Service Provider  Home But Not Serving  Serving But Not Home

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

Title III Indicator:  Both  Yes  No

Migrant Indicator:  Both  Yes  No

IEP SpecEd Indicator:  Both  Yes  No

IEP Immigrant Indicator:  Both  Yes  No

504 Accommodation Indicator:  Both  Yes  No

PDF  

## 2025 ACCESS Scores Summary

SIS Home District: 12345678901 ISBE Test District

Selection Criteria:

Grade: All	Total
Total Students:	88
SIS Grade Level: Kindergarten	8
SIS Grade Level: 1 - Grade 1	10
SIS Grade Level: 2 - Grade 2	8
SIS Grade Level: 3 - Grade 3	15
SIS Grade Level: 4 - Grade 4	8
SIS Grade Level: 5 - Grade 5	3
SIS Grade Level: 6 - Grade 6	3
SIS Grade Level: 7 - Grade 7	7
SIS Grade Level: 8 - Grade 8	6
SIS Grade Level: 9 - Grade 9	4
SIS Grade Level: 10 - Grade 10	10
SIS Grade Level: 11 - Grade 11	2
SIS Grade Level: 12 - Grade 12	4
Result Codes: 1	45
Result Codes: 12	1
Result Codes: 4	41
Result Codes: None	1

### Possible Result Codes

- 1 Missing scores.
- 2 Missing EL data.
- 3 No action required by school district.  
This error will be corrected by vendor.
- 4 Grade levels in Columns A and B are not the same.  
This item should be reviewed to ensure that the student was tested in the correct grade.
- 5 Alternate ACCESS test score.

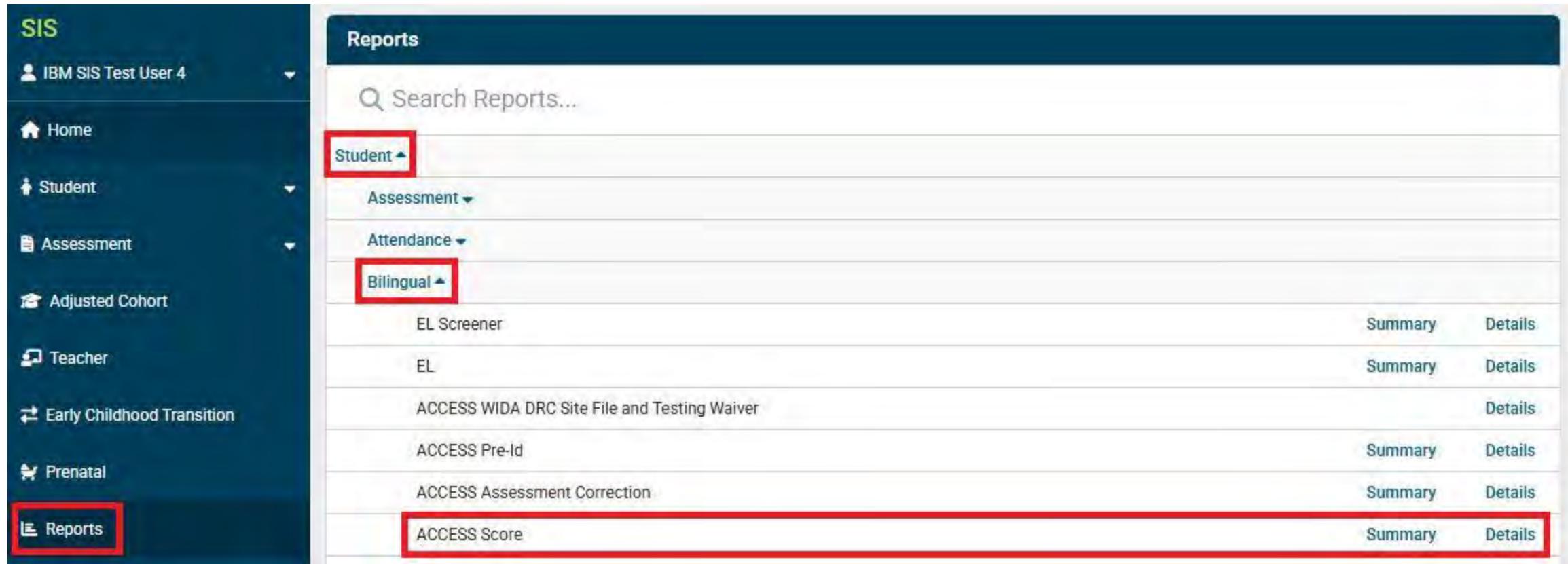
# ACCESS Scores

Identify EL students with missing ACCESS scores:

- Run an ACCESS Score Detail Report located under Reports in the Bilingual section.
  - Make report criteria selections.
  - Sort by 'Error.'

# ACCESS Scores

## ACCESS Score – Details Report



The screenshot shows the SIS application interface. On the left, a sidebar menu includes: SIS, IBM SIS Test User 4, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The Reports item is highlighted with a red box. The main content area is titled 'Reports' and features a search bar. Below the search bar are three categories: 'Student' (highlighted with a red box), 'Assessment' (with a dropdown arrow), and 'Bilingual' (highlighted with a red box). Under 'Student', there are several report options: EL Screener, EL, ACCESS WIDA DRC Site File and Testing Waiver, ACCESS Pre-Id, ACCESS Assessment Correction, and ACCESS Score. The ACCESS Score report is highlighted with a red box. Each report item has 'Summary' and 'Details' links to its right.

Report Type	Summary	Details
EL Screener	<a href="#">Summary</a>	<a href="#">Details</a>
EL	<a href="#">Summary</a>	<a href="#">Details</a>
ACCESS WIDA DRC Site File and Testing Waiver		<a href="#">Details</a>
ACCESS Pre-Id	<a href="#">Summary</a>	<a href="#">Details</a>
ACCESS Assessment Correction	<a href="#">Summary</a>	<a href="#">Details</a>
ACCESS Score	<a href="#">Summary</a>	<a href="#">Details</a>

# ACCESS Scores

## ACCESS Score - Detail Report – Criteria Page – Sort by Error

[Back To Reports](#)

### ACCESS Score (Detail)

School Year

School   
 Home  Serving  Service Provider  Home But Not Serving  Serving But Not Home

Grade

Race/Ethnicity

Gender  All  Male  Female  Non-Binary

Title III Indicator  Both  Yes  No

Migrant Indicator  Both  Yes  No

IEP SpecEd Indicator  Both  Yes  No

IEP Immigrant Indicator  Both  Yes  No

504 Accommodation Indicator  Both  Yes  No

Sort By

PDF  

## 2025 ACCESS Scores Report (Detail)

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Sorted By: error

### Columns

**A** SIS Grade Level  
**B** Tested Grade Level  
**C** Listening Tier  
**D** Speaking Tier  
**E** Writing Tier  
**F** Reading Tier  
**G** Listening Scale Score

**H** Mode of Administration Listening  
**I** Speaking Scale Score  
**J** Mode of Administration Speaking  
**K** Reading Scale Score  
**L** Mode of Administration Reading  
**M** Writing Scale Score  
**N** Mode of Administration Writing

**O** Mode of Response Writing  
**P** Comprehension Score  
**Q** Oral Scale Score  
**R** Literacy Scale Score  
**S** Composite (Overall) Scale Score  
**T** Listening Proficiency Level  
**U** Speaking Proficiency Level

**V** Reading Proficiency Level  
**W** Writing Proficiency Level  
**X** Comprehension Proficiency Level  
**Y** Oral Proficiency Level  
**Z** Literacy Proficiency Level  
**AA** Composite (Overall) Proficiency Level

### Result Codes

- 1 = Missing Scores
- 2 = Missing EL Data
- 3 = Multiple test records exist for one student. Verify that the test records all belong to the identified student, or reassign the test records to the correct student(s). Duplicate test records will be merged by the vendor in the final report(s).
- 4 = Grade levels in Columns A and B are not the same. This item should be reviewed to ensure the student tested in the correct grade.
- 5 = Alternate ACCESS administration. If the student was not eligible for the Alternate ACCESS, contact ISBE.

Mode of Administration: O = Online P = Paper

Mode of Response - Writing: KB = Keyboard HW = Handwriting

Student ID	Student Name	Birth Date	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	BB	Codes
123456789	Test, Student	09/02/2005	12																											12	
123456789	Test, Student	03/12/2018	01																											1	

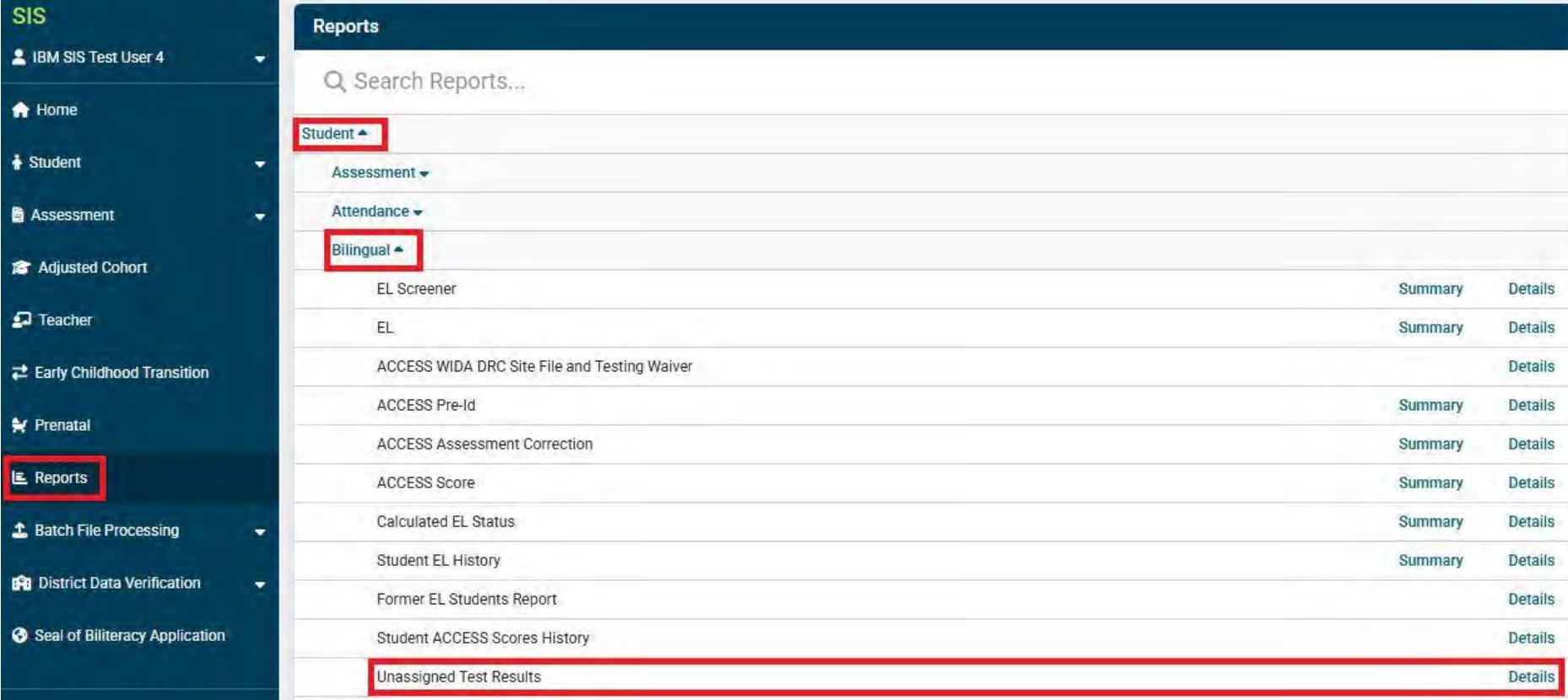
# ACCESS Correction and Scores

To resolve unassigned test results:

- Run an Unassigned Test Results Detail Report in the Bilingual section of Reports.
  - The test results for the students listed on this report could not be automatically matched to a student in the ACCESS Correction file.
- Steps for Assigning Student Test Results:
  - *Step 1:* From the left-side menu, select Assessment, then Unassigned and the appropriate assessment.
    - Click Select for the student, enter the SID for the student that needs to match.
    - Select Search, then select match.
    - Student must have an EL record in SIS for the current school year.
  - *Step 2:* The unassigned test results will be linked overnight to the students' ACCESS Correction data.
  - *Step 3:* Verify the update using the ACCESS Scores Report and the Unassigned Test Results Report the next morning.

# ACCESS Correction and Scores

## Unassigned ACCESS Test Results – Details Report



The screenshot shows the SIS application interface. The left sidebar contains a navigation menu with the following items: SIS, IBM SIS Test User 4, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (which is highlighted with a red box), Batch File Processing, District Data Verification, and Seal of Biliteracy Application. The main content area is titled 'Reports' and features a search bar labeled 'Search Reports...'. Below the search bar is a list of report categories: Student (highlighted with a red box), Assessment, Attendance, and Bilingual (highlighted with a red box). Under each category, there is a list of report names with 'Summary' and 'Details' links. The 'Unassigned Test Results' report is highlighted with a red box at the bottom of the list.

Category	Report	Summary	Details
Student	EL Screener	Summary	Details
	EL	Summary	Details
	ACCESS WIDA DRC Site File and Testing Waiver		Details
	ACCESS Pre-Id	Summary	Details
	ACCESS Assessment Correction	Summary	Details
	ACCESS Score	Summary	Details
	Calculated EL Status	Summary	Details
	Student EL History	Summary	Details
	Former EL Students Report		Details
	Student ACCESS Scores History		Details
Unassigned Test Results		Details	

# ACCESS Correction and Scores

## Unassigned ACCESS Test Results – Detail Report – Criteria Page

[Back To Reports](#)

### Unassigned Test Results Report

This report contains records of Test Results that have **not** been assigned to students. Follow the directions below for a Test Results record with accurate and complete data. **If a Test Results record displays inaccurate or missing data**, the system will not be able to match and assign the results to the student's assessment record, call the ISBE Helpdesk at 217-558-3600 for technical support.

**Steps for Assigning ACCESS and Alternate ACCESS Test Results to an Assessment Record**

1. If a student has an unassigned ACCESS or Alternate ACCESS record on this report and all the data listed on the Test Results record is accurate and complete, verify the student has a current School Year Enrollment record in ISBE SIS and the student's EL Program Indicator is set to Yes. If necessary, either add a current School Year Enrollment record, or update the EL Program Indicator to Yes via the Demographics and Enrollment batch process.
2. The system will process, match, and assign accurate and complete Test Results records to students' Assessment records overnight.

**Steps for Verifying Assignment of Test Results**

1. Once the assigning process is completed, rerun the Unassigned Test Results report to verify the Test Results records were matched and assigned successfully.
2. If the process was not successful, call the ISBE Helpdesk at 217-558-3600 for technical support

PDF  Create Report

## 2025 Unassigned Test Results

for

**School District: 12-345-6789-01      ISBE Test District**

**Note: The Unassigned Test Results Report contains Assessment records that have not been assigned to students.**

\* Test names followed by an asterisk are writing assessment test.

This report contains records of Test Results that have **not** been assigned to students. Follow the directions below for a Test Results record with accurate and complete data.

**If a Test Results record displays inaccurate or missing data,** the system will not be able to match and assign the results to the student's assessment record, call the ISBE Helpdesk at 217-558-3600 for technical support.

### **Steps for Assigning ACCESS and Alternate ACCESS Test Results to an Assessment Record**

1. If a student has an unassigned ACCESS and Alternate ACCESS record with Error Code 1, verify the student has a current School Year Enrollment record in ISBE SIS and the student's EL Program Indicator is set to Yes. If necessary, either add a current School Year Enrollment record, or update the EL Program Indicator to Yes via the Demographics and Enrollment batch process. Then, either add or update the student's Assessment record via the Assessment link online or via the ACCESS Assessment Correction batch process.
2. The system will process, match, and assign accurate and complete Test Results records to students' Assessment records overnight.

### **Error**

- 1 - Student is not identified as EL=YES in SIS and does not have an Assessment Correction record
- 2 - Student does not have an enrollment for the School Year
- 3 - Student not found - SID does not exist

Student ID	Student Name	Birth Date	Grade	Test	SIS Home School	Testing School	Error Code
1234567899	Test, Student	05/20/2008	09	ACCESS	1234567889012345		
1234567899	Test, Student	08/13/2009	09	ACCESS	1234567889012345		
1234567899	Test, Student	03/09/2005	12	ACCESS	1234567889012345		2
1234567899	Test, Student	09/27/2008	09	ACCESS	1234567889012345		2
1234567899	Test, Student	05/13/2005	12	ACCESS	1234567889012345		2

# ACCESS Correction and Scores

## Steps to Find Missing ACCESS Scores

- Verify the administration in WIDA AMS:
  - Check that test sessions were completed (online administration).
  - Check that paper materials were returned to Data Recognition Corp. (DRC).
  - One way that DRC or ISBE can search the ACCESS test results is to look for the test booklet number (if you know it).
- Check the Unassigned Records Report in SIS.
- Check for missing enrollment information in SIS.
- Check for missing EL information in SIS.
- Check whether results were assigned to another student.
  - A duplicate ACCESS test record exists for another student.
  - An EL student whom you know did not test has scores.
- Students who transferred may have results reported to another district. Review the student's enrollment start and end dates to confirm that the student attended your district during the ACCESS window.
- Ask DRC to check the scans of the test booklets that were used. (Booklet number required.)



# Assessment Correction and Scores Process

# Assessment Enrollment Verification Report



# Assessment Enrollment Verification Report

The Assessment Enrollment Verification Report uses SIS enrollments to place students in appropriate test(s).

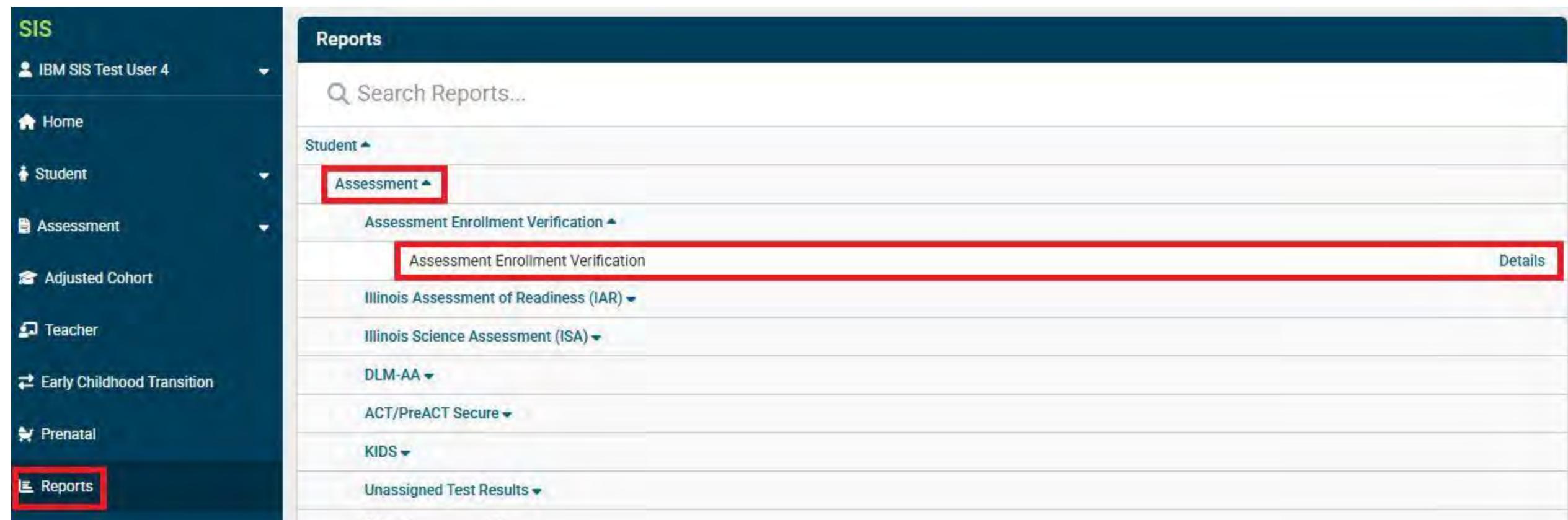
- Review the report to ensure enrollments exist in SIS and students are in the correct test before score matching occurs.
- Verify local testing rosters against this report to ensure all students are included.
- Note: Enrollments *cannot* be added after **July 31, 2025**.

If students do not appear on the Assessment Enrollment Verification Report, check the following:

- Student is enrolled in the correct Home and Serving School.
- Student is enrolled with the correct start and end dates.
- Student's IDEA services indicator is correct under Program Indicators.
- Student's Alternate Assessment (DLM-AA) indicator is set to "Yes" or "No" under Program Indicators (or in Demographics by Enrollment when exited).

# Assessment Enrollment Verification Report

## Assessment Enrollment Verification – Details Report



The screenshot shows the IBM SIS application interface. The left sidebar, titled 'SIS' in yellow, contains the following navigation items:

- IBM SIS Test User 4
- Home
- Student
- Assessment
- Adjusted Cohort
- Teacher
- Early Childhood Transition
- Prenatal
- Reports

The 'Reports' item is highlighted with a red box. The main content area is titled 'Reports' and features a search bar labeled 'Search Reports...'. Below the search bar, there is a hierarchical menu structure:

- Student ▲
- Assessment ▲ (highlighted with a red box)
- Assessment Enrollment Verification ▲
  - Assessment Enrollment Verification (highlighted with a red box)
  - Illinois Assessment of Readiness (IAR) ▼
  - Illinois Science Assessment (ISA) ▼
  - DLM-AA ▼
  - ACT/PreACT Secure ▼
  - KIDS ▼
  - Unassigned Test Results ▼

On the far right of the 'Assessment Enrollment Verification' row is a 'Details' link, also highlighted with a red box.



# Assessment Enrollment Verification Report

## Assessment Enrollment Verification - Details Report – Criteria Page

[Back To Reports](#)

### Assessment Enrollment Verification

School Year: 2025

Home School: All Schools

Grade: All Grades

Test to be taken:

- All
- DLM-AA
- IAR
- ISA
- ACT with Writing
- PreACT Secure
- PreACT 9 Secure

Gender:

- All
- Male
- Female
- Non-Binary

IDEA Services:

- Both
- Yes
- No

Alternate Assessment (DLM-AA):

- Both
- Yes
- No

EL Indicator:

- Both
- Yes
- No

FRL/Low Income Indicator:

- Both
- Yes
- No

Migrant Indicator:

- Both
- Yes
- No

Homeless Indicator:

- Both
- Yes
- No

21st Century Indicator:

- Both
- Yes
- No

First Year in U.S. School:

- Both
- Yes
- No

Sort By: Student ID

PDF

## 2025 Assessment Enrollment Verification Report (Detail)

Assessment Home District: 12345678901 ISBE Test District

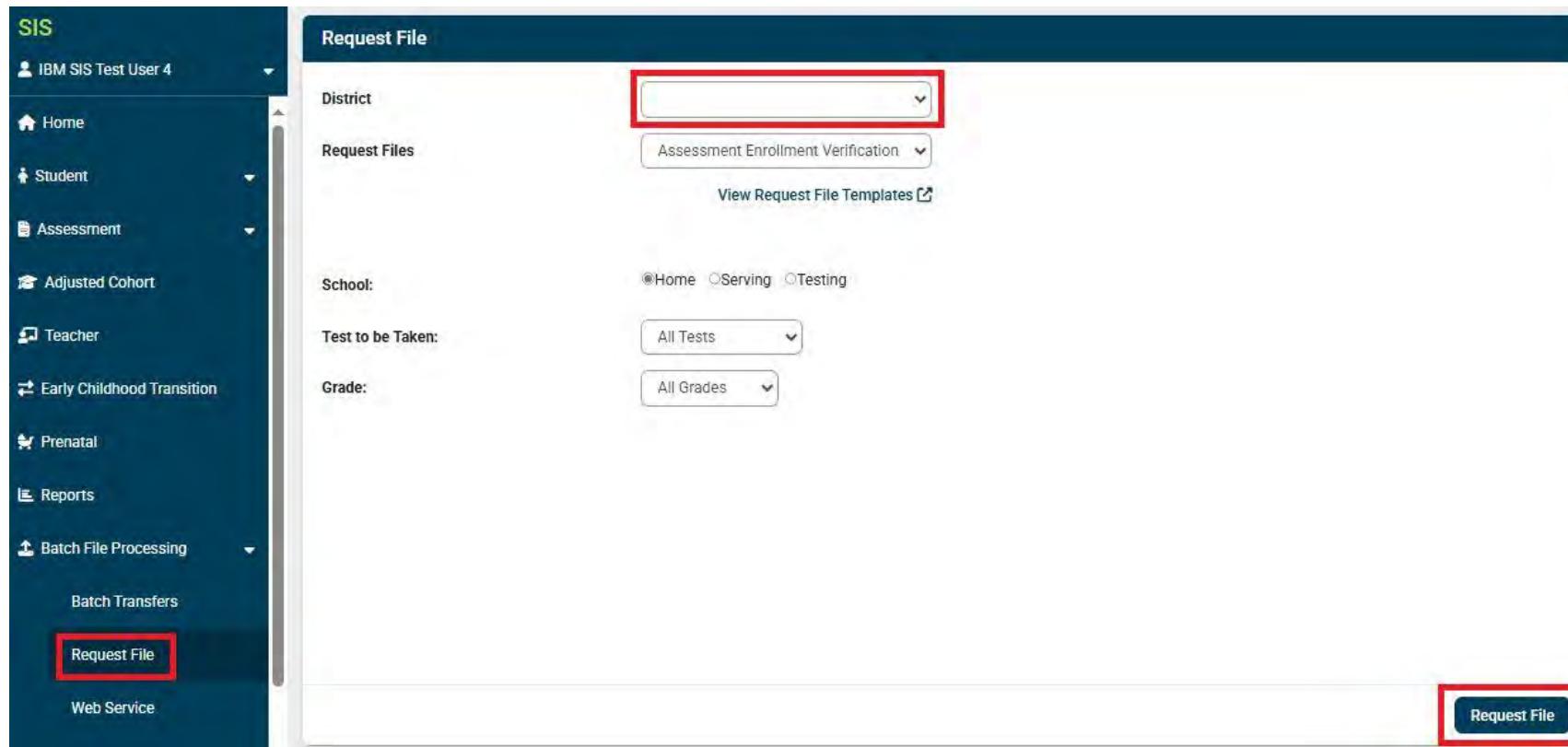
Selection Criteria: **None** Sorted By: Student ID

<b>A</b> Gender	<b>D</b> EL Indicator	<b>G</b> SIS Entry Date
<b>B</b> Race/Ethnicity	<b>E</b> FRL/Low Income Indicator	<b>H</b> SIS Exit Date
<b>C</b> IDEA Services	<b>F</b> First Year In U.S. School	
<b>Race/Ethnicity</b>		
11 Hispanic or Latino 12 American Indian or Alaska Native 13 Asian 14 Black or African American 15 Native Hawaiian or Other Pacific Islander 16 White 17 Two or More Races		
<b>SIS Entry Date</b>	This field indicates the student's entry date from the SIS enrollment file.	
<b>SIS Exit Date</b>	This field indicates the student's exit date from the SIS enrollment file	
<b>Note:</b>	Review SIS records for accuracy (e.g. Enrollments, Demographics, Program Indicators).  On the Pre-ID reports, ensure the Testing School is accurate for students highlighted in blue (i.e. attending multiple Serving Schools concurrently during the Testing Window).	

Assessment Home School: 123456789012345	ISBE Elementary School	Distinct Student Count: 161											
Test Count: 2	DLM-AA: 2	IAR: 156											
PreACT 9 Secure: N/A PreACT Secure: 2 ACT with Writing: 1													
<b>Student ID</b>	<b>Student Name</b>	<b>Grade</b>	<b>Test</b>	<b>Testing School</b>	<b>Testing Window</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
123456789	Test, Student	4	IAR	123456789012345	01/01/2025 - 01/26/2025	F	14	N	N	Y	N	08/13/2024	
123456789	Test, Student	3	IAR	123456789012345	01/01/2025 - 01/26/2025	M	14	N	N	Y	N	08/13/2024	
123456789	Test, Student	4	IAR	123456789012345	01/01/2025 - 01/26/2025	F	14	N	N	Y	N	08/12/2024	

# Assessment Enrollment Verification Report

The AEV Request File provides data by Home, Serving, or Testing.



- Select the district.
- Review criteria fields.
- Select 'Request File.'
- Headers are included in the download file, eliminating the need for a template.



# Dynamic Learning Maps Alternate Assessment (DLM-AA) Correction and Scores *May 12-August 22, 2025*

# DLM-AA Assessment Process

2025 DLM-AA testing window: **March 12 – May 7, 2025.**

- Grades 3-11 students are required to take DLM-AA in ELA and mathematics.
- Grades 5, 8, and 11 students are also required to take DLM-AA in science.
- If required, Grade 12 students take DLM-AA in ELA and mathematics.
- Students are included in the Assessment Enrollment Verification/Correction reports when the date of their SIS enrollment falls within the start and end dates of the DLM-AA testing window.

# DLM-AA Correction and Scores

Run the Assessment Enrollment Verification Report.

- Enrollments cannot be added after **July 31, 2025**.

Starting **May 12, 2025**, districts should:

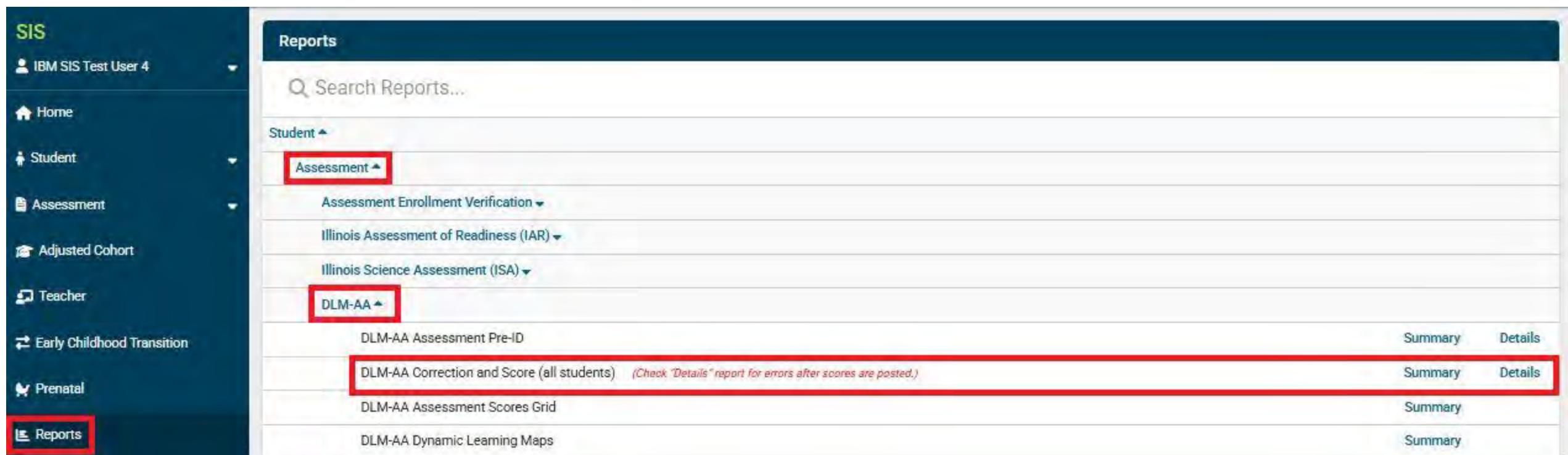
- Run the DLM-AA Correction and Scores Report, ensure all data are accurate, and enter [RNVTA](#) codes for students who did not test.
  - Update via the Assessment Correction link.

Once districts receive the preliminary test scores in **late June**, districts should:

- Run the DLM-AA Correction and Scores Report to check for missing scores and errors.
  - Resolve any unassigned scores on the Unassigned Test Results screen.
  - Sort the report by "Error" and resolve any issues.

# DLM-AA Correction and Scores

## DLM-AA Correction and Scores – Details Report



SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Reports

Search Reports...

Student ▾

Assessment ▾

- Assessment Enrollment Verification
- Illinois Assessment of Readiness (IAR)
- Illinois Science Assessment (ISA)
- DLM-AA ▾

DLM-AA Assessment Pre-ID

DLM-AA Correction and Score (all students) *(Check 'Details' report for errors after scores are posted.)*

DLM-AA Assessment Scores Grid

DLM-AA Dynamic Learning Maps

Summary Details

Summary Details

Summary

Summary



# DLM-AA Correction and Scores

## DLM-AA Correction and Scores – Detail Report – Criteria Page

[Back To Reports](#)

### DLM-AA Correction and Score (Detail)

School Year	2025
School	All Schools
	<input checked="" type="radio"/> Home <input type="radio"/> Serving <input type="radio"/> Testing
Grade	All Grades
Race/Ethnicity	All Races
Gender	<input checked="" type="radio"/> All <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Non-Binary
Homeless Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Migrant Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
EL Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
IDEA Services	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
FRL/Low Income Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
21st Century Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
First Year in U.S. School	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Reason For No Valid Test Attempt	All
Show Error Only	<input type="radio"/> Yes <input checked="" type="radio"/> No
Sort By	Error

PDF  

## 2025 DLM-AA Correction and Score (Detail)

Assessment Home District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student Name

Columns: * = Defined below																							
A Grade	E EL Indicator	J First Year in U.S. School (EL Indicator must=Yes)	O Grade of Test Taken (From Vendor)																				
B Gender	F FRL/Low Income Indicator	K SIS Entry Date *	P Performance Level *																				
C Race/Ethnicity *	G Migrant Indicator	L SIS Exit Date *	Q Suppressed Score (Blank or Y=Yes)																				
D IDEA Services	H Homeless Indicator	M SIS Exit Code *	R Reason for No Valid Test Attempt *																				
	I 21st Century Indicator	N Test Code (MAT, ELA, SCI)	S Error Code *																				
<b>SIS Exit Code</b>																							
02 Transfer to another public school within the district	07 Death	14 Aged Out																					
03 Transfer to Home Schooled	08 Expulsion	15 Certificate of Completion																					
04 Transfer to Private School	09 Dropped Out	16 Victim of a Violent Crime																					
05 Promotion	10 Transfer to GED Program	17 Change in Serving School or Percent of Day Attended (PDA)																					
06 Graduated with regular, advanced, International Baccalaureate, or other type of diploma	11 Moved, not known to be continuing	18 Moved Out of the United States																					
	12 Retained in same grade or demoted to a lower grade	19 Transfer to another public school district out of Illinois																					
		20 Transfer to another public school district in Illinois																					
<b>Reason for No Valid Test Attempt (RNVTA)</b> Full definitions can be found on <a href="http://www.isbe.net/sis">www.isbe.net/sis</a> under Resources (Data Elements/Assessment)																							
Please review the detailed RNVTA definitions on <a href="https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf">https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf</a> before choosing the RNVTA.																							
01 Medically Exempt	09 Deceased	21 Reserved for Internal Use-Scale Score for Content Area Exists in Another School																					
02 Homebound	10 Absent from Testing	22 Reserved for Internal Use-SIS Use Only																					
03 In Jail/Locked Facility	15 Refusal but Present to Test	23 Reserved for Internal Use-SIS Use Only (First Year in U.S. School)																					
04 Out of State/Country	16 Part-Time Enrollment	25 Reserved for Internal Use-Assessment Use Only (Grade 11-No Participation Credit)																					
07 Transferred Out Prior to Testing	18 PSS-SIS Use Only	50 Reserved for Internal Use-SIS Use Only (Grade 12 Exempt-Programming)																					
08 Transferred In After Test Administration	19 Reserved for Internal Use-SIS Use Only	51 Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-SIS Evidence)																					
		52 Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-District Submission)																					
		53 Reserved for Internal Use-Assessment Use Only (Grade 12 No Participation Credit)																					
		54 Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-Other)																					
<b>Race/Ethnicity</b>																							
11 Hispanic or Latino	12 American Indian or Alaska Native	13 Asian	14 Black or African American	15 Native Hawaiian or Other Pacific Islander	16 White	17 Two or More Races																	
18 Middle Eastern or North African																							
<b>Performance Level</b>																							
Level 1 - EMERGING: The student demonstrates emerging understanding of and ability to apply content knowledge and skills represented by the Essential Elements.																							
Level 2 - APPROACHING TARGET: The student's understanding of and ability to apply targeted content knowledge and skills represented by the Essential Elements is approaching the target.																							
Level 3 - AT TARGET: The student's understanding of and ability to apply content knowledge and skills represented by the Essential Elements is at target.																							
Level 4 - ADVANCED: The student demonstrates advanced understanding of and ability to apply targeted content knowledge and skills represented by the Essential Elements.																							
Level 9 or Blank - Not Tested (Verify the Reason for No Valid Test Attempt in Column T.)																							
<b>Error Code</b>																							
1 - Student score data are expected but missing. Enter a RNVTA or check for score data in "Unassigned Test Results" report.																							
2 - Student has multiple scale scores for the same content area in more than one school. Contact ISBE for assistance.																							
3 - Grade of Test Taken does not match Grade.																							
4 - Grade 12 student tested but was not required to test. Contact ISBE for assistance.																							
Note: DLM-AA Science Tests with Grades other than 5, 8, and 11 will automatically be suppressed.																							
Student ID	Student Name	Birth Date	SIS Home School	Testing School	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
123456789	Test, Student	04/05/2008	1234567890123245	1234567890123245	10	M	14	Y	N	Y	N	N	N	N	08/12/2024		ELA				1		
123456789	Test, Student	04/05/2008	1234567890123245	1234567890123245	10	M	14	Y	N	Y	N	N	N	N	08/12/2024		MAT				1		
123456789	Test, Student	01/02/2015	1234567890123245	1234567890123245	4	M	14	Y	N	Y	N	N	N	N	08/12/2024		ELA				1		
123456789	Test, Student	01/02/2015	1234567890123245	1234567890123245	4	M	14	Y	N	Y	N	N	N	N	08/12/2024		MAT				1		
123456789	Test, Student	04/25/2014	1234567890123245	1234567890123245	5	M	14	Y	N	Y	N	N	N	N	10/25/2024		ELA				1		
123456789	Test, Student	04/25/2014	1234567890123245	1234567890123245	5	M	14	Y	N	Y	N	N	N	N	10/25/2024		MAT				1		
123456789	Test, Student	04/25/2014	1234567890123245	1234567890123245	5	M	14	Y	N	Y	N	N	N	N	10/25/2024		SCI				1		



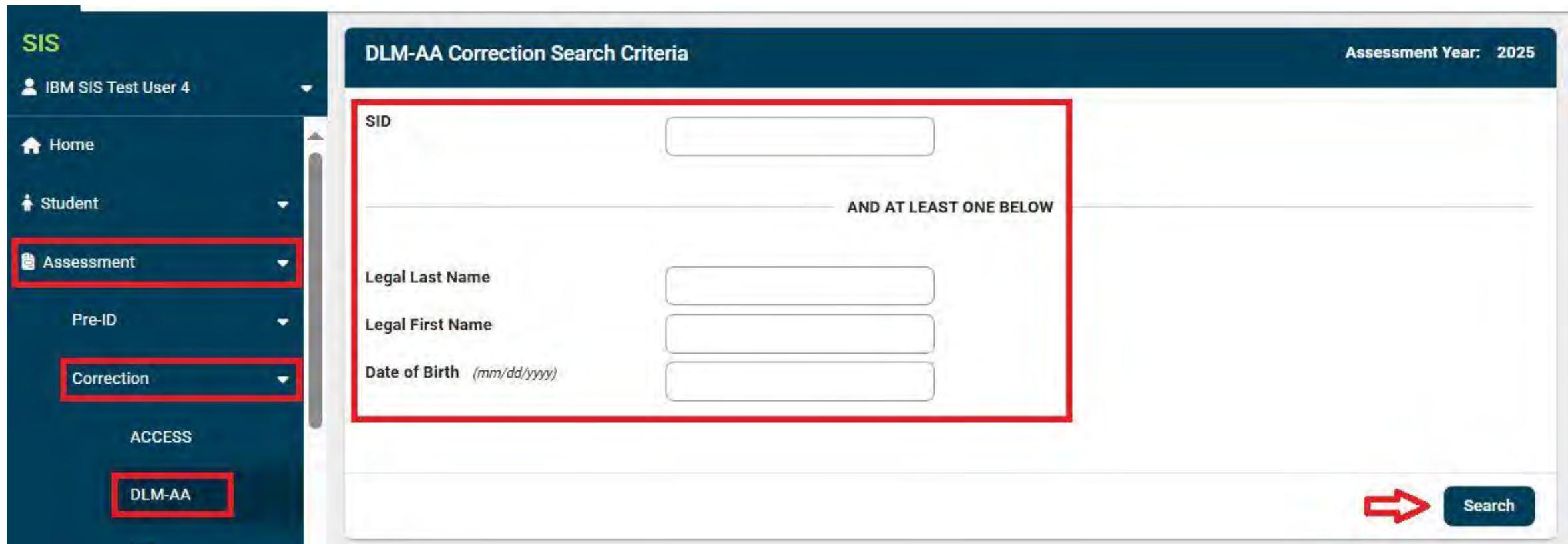
# DLM-AA Correction

## Reason For No Valid Test Attempt codes

- 01 - Medically Exempt
- 02 - Homebound
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 07 - Transferred Out Prior to Testing
- 08 - Transferred In After Test Administration
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 16 - Part-Time Enrollment (*Note: Do not use RNVTA 16 for students who receive instruction from the public school in a tested content area.*)

# DLM-AA Correction

Search by student to correct DLM-AA data.



SIS

IBM SIS Test User 4

Home

Student

Assessment

Pre-ID

Correction

ACCESS

DLM-AA

DLM-AA Correction Search Criteria

Assessment Year: 2025

SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

# DLM-AA Correction

Select 'Edit' to update student DLM-AA testing data.

[Back To DLM-AA Correction Search](#)

DLM-AA: *No scores matched*      Assessment Year: 2025

Adjust student data to reflect the time of testing.

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:
Date of Birth	04/05/2008	Gender	Male
Race/Ethnicity	Black or African American	Grade	10 - Grade 10
Home RCDTS	123456789012345	Testing RCDTS	123456789012345
First Year in U.S. School	No	21st Century Indicator	No
EL Indicator	No	FRL/Low Income Indicator	Yes
Homeless Indicator	No		
Reason for No Valid Test Attempt ELA		Performance Level ELA:	No Score
Reason for No Valid Test Attempt MATH		Performance Level MATH:	No Score
Reason for No Valid Test Attempt SCIENCE		Performance Level SCIENCE:	No Score

 [Edit](#)

# DLM-AA Correction

Correct student data to show status at time of testing.

[Back To DLM-AA Correction Search](#)

**DLM-AA: No scores matched**

Assessment Year: 2025

Adjust student data to reflect the time of testing.

SID	123456789		
Legal Last Name	Test	Date of Birth	04/05/2008
Legal First Name	Student	Gender	Male
Legal Middle Name		Race/Ethnicity	Black or African American
		Grade	10 - Grade 10
Home RCDTS	123456789012345	Testing RCDTS	123456789012345
First Year In U.S. School	<input type="radio"/> Yes <input checked="" type="radio"/> No	21st Century Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No
EL Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	FRL/Low Income Indicator	<input checked="" type="radio"/> Yes <input type="radio"/> No
Homeless Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Reason for No Valid Test Attempt ELA	<input type="button" value="▼"/>	Performance Level ELA: No Score	
Reason for No Valid Test Attempt MATH	<input type="button" value="▼"/>	Performance Level MATH: No Score	
Reason for No Valid Test Attempt SCIENCE	<input type="button" value="▼"/>	Performance Level SCIENCE: No Score	

[Cancel](#) [Submit](#)



# DLM-AA Correction

Student data has been successfully updated.

[Back To DLM-AA Correction Search](#)

**DLM-AA: No scores matched** Assessment Year: 2025

Assessment Correction updated successfully.

Adjust student data to reflect the time of testing.

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:
Date of Birth	04/05/2008	Gender	Male
Race/Ethnicity	Black or African American	Grade	10 - Grade 10
Home RCDTS	123456789012345	Testing RCDTS	123456789012345
First Year in U.S. School	No	21st Century Indicator	No
EL Indicator	No	FRL/Low Income Indicator	Yes
Homeless Indicator	No		
Reason for No Valid Test Attempt ELA		Performance Level ELA:	No Score
Reason for No Valid Test Attempt MATH		Performance Level MATH:	No Score
Reason for No Valid Test Attempt SCIENCE		Performance Level SCIENCE:	No Score

[Edit](#)

# Illinois Assessment of Readiness (IAR) Correction and Scores

*May 12-August 22, 2025*

# IAR Assessment Process

- Grades 3-8 students are required to take the Illinois Assessment of Readiness.
  - Grade-based ELA and math tests are assigned.
- 2025 IAR testing windows were identified by school.
  - If a school did not enter dates, the testing window defaulted to **March 3 – April 18, 2025**
- Students are included in the Assessment Enrollment Verification/Correction Reports when the date of their SIS enrollment falls within the start and end dates of their Home School's testing window.

# IAR Correction and Scores

Run the Assessment Enrollment Verification Report.

- Enrollments cannot be added after **July 31, 2025**.

Starting **May 12, 2025**, districts should:

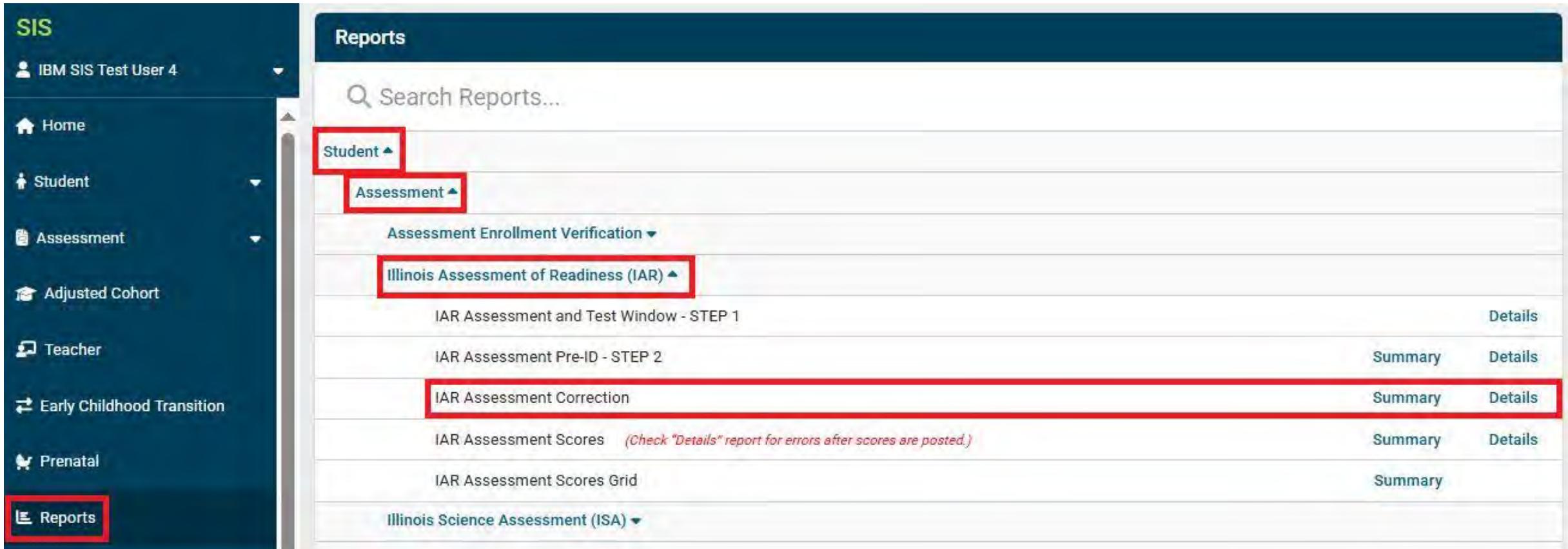
- Run the IAR Assessment Correction Report, ensure all data are accurate, and enter [RNVTA](#) codes for students who did not test.
  - Update via the Assessment Correction link.

Once scale scores are available in **mid-July**, districts should:

- Run the IAR Assessment Score Report to check for missing scores and errors.
  - Resolve any unassigned scores on the Unassigned Test Results screen.
  - Sort the report by "Error" and resolve any issues.

# IAR Correction

## IAR Assessment Correction – Detail Report



The screenshot shows the IBM SIS application interface. The left sidebar has a dark blue background with white text and icons. The 'Reports' icon is highlighted with a red box. The main content area has a light blue header with the word 'Reports' and a search bar. Below the header, there are several menu items: 'Student' (highlighted with a red box), 'Assessment' (highlighted with a red box), 'Assessment Enrollment Verification', 'Illinois Assessment of Readiness (IAR)' (highlighted with a red box), 'IAR Assessment and Test Window - STEP 1', 'IAR Assessment Pre-ID - STEP 2', 'IAR Assessment Correction' (highlighted with a red box), 'IAR Assessment Scores' (with a note: 'Check "Details" report for errors after scores are posted.'), 'IAR Assessment Scores Grid', and 'Illinois Science Assessment (ISA)'. Each menu item has 'Summary' and 'Details' links to its right.

Report Type	Summary	Details
IAR Assessment and Test Window - STEP 1		Details
IAR Assessment Pre-ID - STEP 2	Summary	Details
IAR Assessment Correction	Summary	Details
IAR Assessment Scores	Summary	Details
IAR Assessment Scores Grid	Summary	
Illinois Science Assessment (ISA)		

# IAR Correction

## IAR Assessment Correction – Detail Report - Criteria Page

[Back To Reports](#)

### IAR Assessment Correction (Detail)

School Year: 2025

School: All Schools

Home  Serving  Tested

Grade: All Grades

Test Code: All

Gender:  All  Male  Female  Non-Binary

Homeless Indicator:  Both  Yes  No

Migrant Indicator:  Both  Yes  No

EL Indicator:  Both  Yes  No

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

21st Century Indicator:  Both  Yes  No

First Year in U.S. School:  Both  Yes  No

Sort By: Reason For No Valid Test Attempt

[PDF](#) [Create Report](#)

## 2025 IAR Assessment Correction (Detail)

Assessment Home District: 123456789 ISBE Test District

Selection Criteria: None Sorted By: Reason for No Valid test Attempt, Student Name

Columns: \* = Defined below

A Test Format* (O=Online or P=Paper)	F FRL/Low Income Indicator	K SIS Entry Date*
B Gender	G Migrant Indicator	L SIS Exit Date*
C Race/Ethnicity*	H Homeless Indicator	M SIS Exit Code*
D IDEA Services	I 21st Century Indicator	N Reason for No Valid Test Attempt*
E EL Indicator	J First Year In U.S. School (EL Indicator must=Yes)	

**Test Format \*** This field indicates the test format to be taken, as identified in the IAR Pre-ID file. The score file will indicate the actual test format taken.

**SIS Entry Date\*** This field indicates the student's entry date from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test.

**SIS Exit Date/SIS Exit Code\*** These fields indicate the student's exit date and exit code from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test. Exit codes are defined below.

### Reason for No Valid Test Attempt \*

Please review the detailed RNVTA definitions on <https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf> before choosing the RNVTA.

01 Medically Exempt	08 Transferred In After Test Administration	18 PSS-SIS Use Only
02 Homebound	09 Deceased	19 Reserved for Internal Use-SIS Use Only
03 In Jail/Locked Facility	10 Absent from Testing	21 Reserved for Internal Use-Scale Score for Content Area Exists in Another School
04 Out of State/Country	15 Refusal but Present to Test	22 Reserved for Internal Use-SIS Use Only
07 Transferred Out Prior to Testing	16 Part-Time Enrollment	23 Reserved for Internal Use-SIS Use Only (First Year in U.S. School)

### SIS Exit Code \*

02 Transfer to another public school within the district	07 Death	14 Aged Out
03 Transfer to Home Schooled	08 Expulsion	15 Certificate of Completion
04 Transfer to Private School	09 Dropped Out	16 Victim of a Violent Crime
05 Promotion	10 Transfer to GED Program	17 Change in Serving School or Percent of Day Attended (PDA)
06 Graduated with regular, advanced, International Baccalaureate, or other type of diploma	11 Moved, not known to be continuing	18 Moved Out of the United States
	12 Retained in same grade or demoted to a lower grade	19 Transfer to another public school district out of Illinois
		20 Transfer to another public school district in Illinois

### Race/Ethnicity \*

11 Hispanic or Latino 12 American Indian or Alaska Native 13 Asian 14 Black or African American 15 Native Hawaiian or Other Pacific Islander 16 White 17 Two or More Races

18 Middle Eastern or North African

**SIS Home School:** 1234567890123456 ISBE Test District

**Testing School Test Window:** -

**Test Window Status:** COMPLETE

**SIS Testing School:** 123456789012345 ISBE Test School

Student ID	Student Name	Date of Birth	Grade	Test Code (Test to be Taken)	Test Window Status: COMPLETE												
					A	B	C	D	E	F	G	H	I	J	K	L	M
123456789	Test, Student	09/02/2017	3	ELA03	M	12	N	N	N	N	N	N	N	12/02/2024			
123456789	Test, Student	09/02/2017	3	MAT03	M	12	N	N	N	N	N	N	N	12/02/2024			

**Distinct Student Count for Test Window Status COMPLETE:** 1

**Total Test Count for Test Window Status COMPLETE:** 2

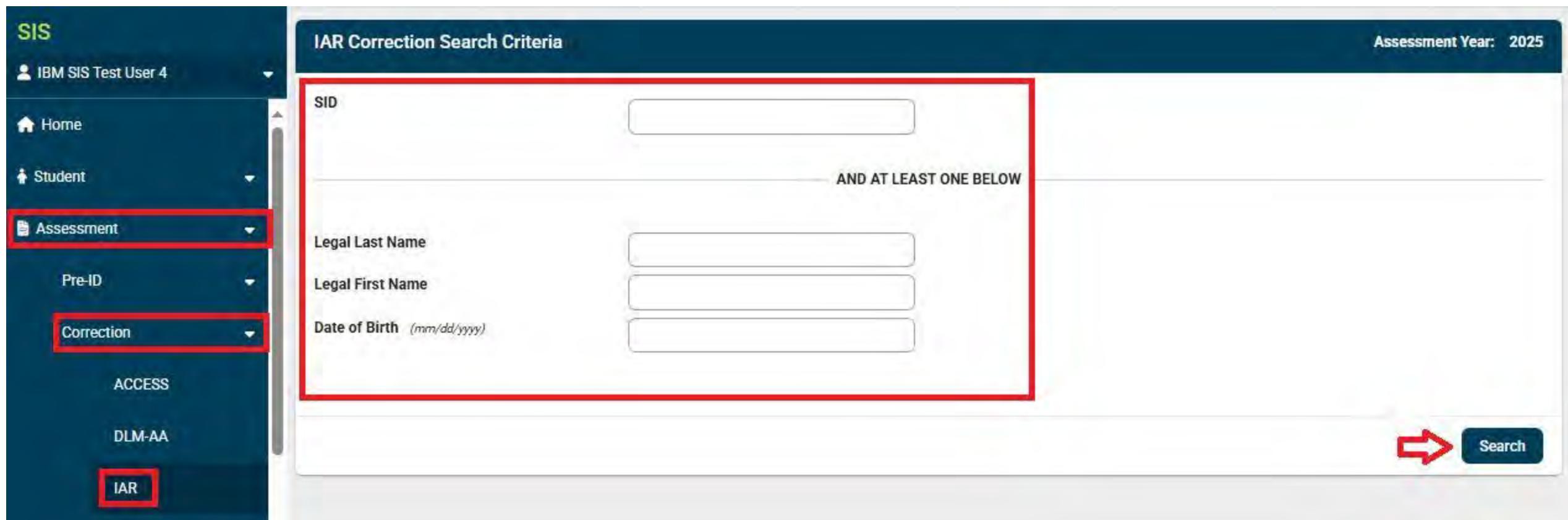
# IAR Correction

## Reason For No Valid Test Attempt codes

- 01 - Medically Exempt
- 02 - Homebound
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 07 - Transferred Out Prior to Testing
- 08 - Transferred In After Test Administration
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 16 - Part-Time Enrollment (*Note: Do not use RNVTA 16 for students who receive instruction from the public school in a tested content area.*)

# IAR Correction

Search by student to correct IAR testing data.



SIS

IBM SIS Test User 4

Home

Student

Assessment

Pre-ID

Correction

ACCESS

DLM-AA

IAR

IAR Correction Search Criteria

Assessment Year: 2025

SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

Search



# IAR Correction

Select the 'Edit' icon to correct IAR testing data.

[Back To IAR Correction Search Criteria](#)

## IAR Correction Records

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Middle Name:	Grade: 03
	Home RCDTS: 123456789012345	School Year: 2025		

Test	Testing RCDTS	Reason for No Valid Test Attempt	Last Updated	Action
ELA03	123456789012345		2/27/2025 8:01:07 PM	
MAT03	123456789012345		2/27/2025 8:01:07 PM	

# IAR Correction

Select 'Edit' to update IAR testing data.

[Back To IAR Correction Records](#)

## IAR Correction Record

IAR Assessment Administered: *No scores matched*

Adjust student data to reflect the time of testing.

SID	123456789			
Legal Last Name	Test	Legal First Name	Student	Legal Middle Name
Date of Birth	09/02/2017		Gender	Male
Race	American Indian or Alaska Native		Grade	3 - Grade 3
Home RCDTS	123456789012345		Testing RCDTS	123456789012345
First Year in U.S. School	No		21st Century Indicator	No
IDEA Services	No		EL Indicator	No
FRL/Low Income Indicator	No		Homeless Indicator	No

Reason for No Valid Test Attempt

 [Edit](#)

# IAR Correction

Correct student data to show status at time of testing and select 'Submit.'

[Back To ISA Correction Search](#)

### ISA Correction Record

ISA Assessment Administered: *No scores matched*

Adjust student data to reflect the time of testing.

SID	123456789		
Legal Last Name	Test	Legal First Name	Student
Legal Middle Name			
Date of Birth	09/10/2018	Gender	Non-Binary
Race	Hispanic or Latino	Grade	5 - Grade 5
Home RCDTS	123456789012345	Testing RCDTS	123456789012345
First Year in U.S. School	<input type="radio"/> Yes <input checked="" type="radio"/> No	21st Century Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No
IDEA Services	<input type="radio"/> Yes <input checked="" type="radio"/> No	EL Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No
FRL/Low Income Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	Homeless Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No
Reason for No Valid Test Attempt	01: Medically Exempt		

[Cancel](#) [Submit](#)



# IAR Correction

Student testing data has been updated; repeat to correct data for **each** IAR test.

[Back To IAR Correction Records](#)

### IAR Correction Record

IAR Assessment Administered: *No scores matched*

**Assessment Correction updated Successfully.**

Adjust student data to reflect the time of testing.

SID	123456789	Legal Last Name	Test	Legal First Name	Student	Legal Middle Name
Date of Birth	09/02/2017	Gender	Male			
Race	American Indian or Alaska Native	Grade	3 - Grade 3			
Home RCDTS	123456789012345	Testing RCDTS	123456789012345			
First Year in U.S. School	No	21st Century Indicator	No			
IDEA Services	No	EL Indicator	No			
FRL/Low Income Indicator	No	Homeless Indicator	No			

Reason for No Valid Test Attempt: 01: Medically Exempt

[Edit](#)

# IAR Correction

- Testing School and Test Code from the Pearson Score File will override the correction.
- If the Test Code of the Test Taken is inconsistent with the student's grade (Test to be Taken), error code 2 will appear on the IAR Score Report.
  - Resolve error; update the grade to match the Test Code grade or contact ISBE to suppress the data if the student took the test for the wrong grade level.
- Districts must enter RNVTA 16 for Private School Students who did not test (PSS=Yes in SIS) to indicate they did not receive instruction in ELA and/or mathematics from the public school.

# IAR Scores

## IAR Assessment Scores – Detail Report

The screenshot shows the SIS (Student Information System) interface. The left sidebar contains navigation links: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The 'Reports' link is highlighted with a red box. The main content area is titled 'Reports' and features a search bar. Below the search bar, there are two main categories: 'Student' and 'Assessment', each with a red box around it. Under 'Assessment', there is a dropdown menu for 'Assessment Enrollment Verification' and an item for 'Illinois Assessment of Readiness (IAR)' which is also highlighted with a red box. A detailed list of IAR reports follows: 'IAR Assessment and Test Window - STEP 1' (with 'Details' link), 'IAR Assessment Pre-ID - STEP 2' (with 'Summary' and 'Details' links), 'IAR Assessment Correction' (with 'Summary' and 'Details' links), 'IAR Assessment Scores' (with a note: 'Check "Details" report for errors after scores are posted.' and 'Summary' and 'Details' links), 'IAR Assessment Scores Grid' (with 'Summary' link), and 'Illinois Science Assessment (ISA)' (with a dropdown arrow). The 'IAR Assessment Scores' row is also highlighted with a red box.

IAR Assessment Scores	
<small>(Check "Details" report for errors after scores are posted.)</small>	
<a href="#">Summary</a>	<a href="#">Details</a>

# IAR Scores

## IAR Assessment Scores – Detail Report - Criteria Page - Select ‘Sort by Error’

[Back To Reports](#)

### IAR Assessment Scores (Detail)

School Year: 2025

School: All Schools

Grade:  Home  Serving  Tested

Test Code: All

Content Area:  Both  ELA/L  Mathematics

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

Homeless Indicator:  Both  Yes  No

Migrant Indicator:  Both  Yes  No

EL Indicator:  Both  Yes  No

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

21st Century Indicator:  Both  Yes  No

First Year in U.S. School:  Both  Yes  No

Report:  All  Errors Only

Sort By: Error

PDF  

## 2025 IAR Assessment Scores (Detail)

Assessment Home District: 123456789012345 ISBE Test District

Selection Criteria: None Sorted By: Errors, Student Name

Columns	* = Defined below	G	Reading Scale Score (Range 10-90) OR Mathematics Subclaim: Major Content*	O	Total Number of Test Items
A	Grade	H	Reading Subclaim: Literary Text* OR Mathematics Subclaim: Expressing Mathematical Reasoning*	P	Reason for No Valid Test Attempt*
B	Content Area (E=ELA/L or M=Mathematics)	I	Reading Subclaim: Informational Text* OR Mathematics Subclaim: Modeling & Application*	Q	Report Suppression Action*
C	Test Taken/To Be Taken	J	Reading Subclaim: Vocabulary* OR Mathematics Subclaim: Additional & Supporting Content*	R	Cohort SGP*
D	Test Format Taken/To Be Taken (O=Online or P=Paper)	K	Writing Scale Score (Range 10-60)	S	Baseline SGP*
E	Overall Scale Score (Range 650 - 850)	L	Writing Subclaim: Writing Expression*	T	Error Code*
F	Performance Level *	M	Writing Subclaim: Knowledge and Use of Language Conventions*		
		N	Number of Test Items Attempted		

Performance Level: 1 - Did Not Yet Meet Expectations 2 - Partially Met Expectations 3 - Approached Expectations 4 - Met Expectations 5 - Exceeded Expectations

### Student Growth Percentile:

- Measures a student's progress from one year to the next compared to their academic peers (students with the same scale score in the prior year).
- Cohort SGP compares all students to their peers in the current academic year showing how fast students grew compared to similar students right now. Best for current group to group comparisons.
- Baseline SGP compares this year's students to their matching peers from a prior baseline year (2019), showing how fast students grew compared to similar students in the past. Best for showing changes in the rate of growth of a single group over time.

### Subclaim Data

- 1 - Indicates the student "Met or Exceeded Expectations," meaning that the student's subclaim performance reflects a level of proficiency consistent with Performance Level 4 or 5.
- 2 - Indicates the student "Approached Expectations," meaning that the student's subclaim performance reflects a level of proficiency consistent with Performance Level 3.
- 3 - Indicates the student "Did Not Yet Meet or Partially Met Expectations," meaning that the student's subclaim performance reflects a level of proficiency consistent with Performance Level 1 or 2.

### Report Suppression Action

- 01 - Code 01 is applied based on district-provided irregularity report or to address error codes 2, 3, or 4 described below. Student will NOT receive an Individual Student Report and is excluded from all district and school reports.
- 05 - Code 05 is applied based on district-provided irregularity report. Student will receive an Individual Student Report and is excluded from all district and school reports.

### Reason for No Valid Test Attempt (RNVTA)

Please review the detailed RNVTA definitions on <https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf> before choosing the RNVTA.

- |                                     |   |  |
|-------------------------------------|---|--|
| 01 Medically Exempt                 | 08 Transferred In After Test Administration | 18 PSS-SIS Use Only  |
| 02 Homebound                        | 09 Deceased                                 | 19 Reserved for Internal Use-SIS Use Only  |
| 03 In Jail/Locked Facility          | 10 Absent from Testing                      | 21 Reserved for Internal Use-Scale Score for Content Area Exists in Another School |
| 04 Out of State/Country             | 15 Refusal but Present to Test              | 22 Reserved for Internal Use-SIS Use Only  |
| 07 Transferred Out Prior to Testing | 16 Part-Time Enrollment                     | 23 Reserved for Internal Use-SIS Use Only (First Year in U.S. School)              |

### Error Code

- 1 - Student score data are expected but missing. Enter a RNVTA or check for score data in "Unassigned Test Results" report.
- 2 - For Grades 3-8, Grade of Test Code of Test Taken does not match Grade (n/a for those who took a course-based test). Edit Grade in the Correction file or contact ISBE to suppress score data.
- 3 - For Grades 9-12, Test Code of Test Taken corresponds to a grades 3-8 test. Edit Grade in the Correction file or contact ISBE to suppress score data.
- 4 - Student has multiple attempts for the same content area. Contact ISBE for assistance.



# Illinois Science Assessment (ISA) Correction and Scores

*May 12-August 22, 2025*

# ISA Assessment Process

- All students in Grades 5 and 8 are required to take the Illinois Science Assessment.
- ISA testing window for Grades 5 and 8 is **March 3 – April 30, 2025**.
- Students are included in the Assessment Enrollment Verification/Correction Reports when the date of their SIS enrollment falls within the start and end dates of the ISA testing window.

# ISA Correction and Scores

Run the Assessment Enrollment Verification Report.

- Enrollments cannot be added after **July 31, 2025**.

Starting **May 12, 2025**, districts should:

- Run the ISA Assessment Correction report, ensure all data are accurate, and enter [RNVTA](#) codes for students who did not test.
  - Update via the Assessment Correction link.

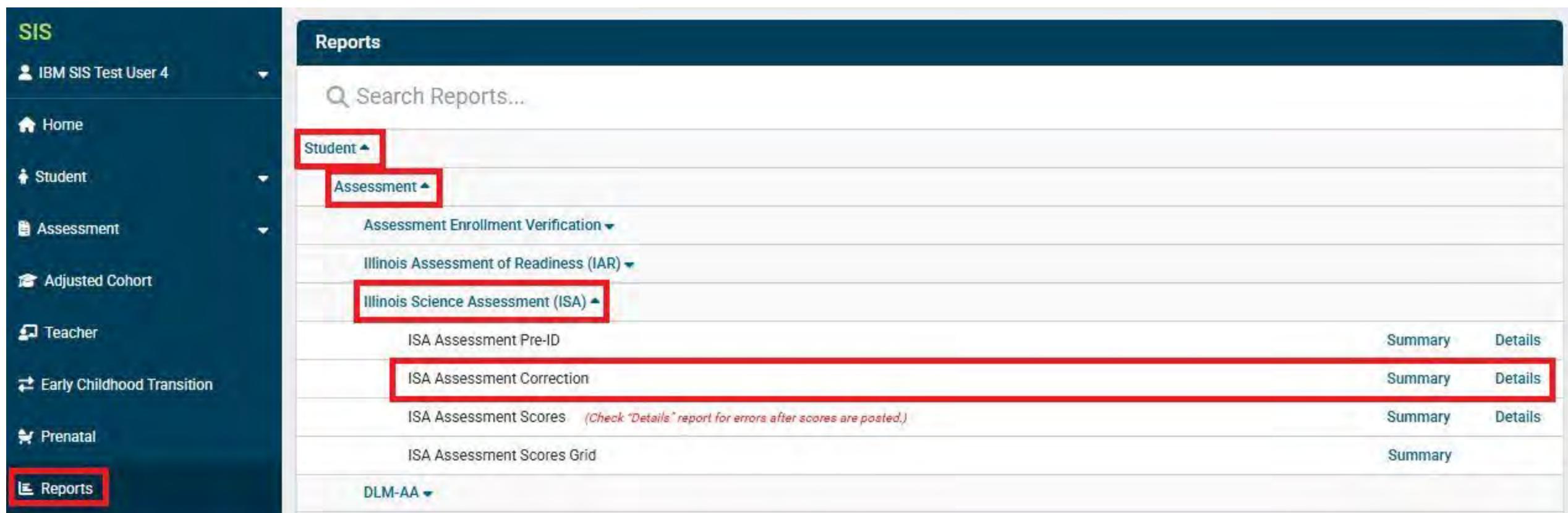
Once preliminary scores are received in **mid-July**, districts should:

- Run the ISA Assessment Score Report to check for missing scores and errors.
  - Resolve any unassigned scores on the Unassigned Test Results screen.
  - Sort the report by "Error" and resolve any issues.

*Please contact the [Assessment Department](#) for ISA questions.*

# ISA Correction

## ISA Assessment Correction – Detail Report



The screenshot shows the IBM SIS software interface. The left sidebar is titled 'SIS' and includes the following menu items: IBM SIS Test User 4, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The 'Reports' item is highlighted with a red box. The main content area is titled 'Reports' and features a search bar labeled 'Search Reports...'. Below the search bar are two dropdown menus: 'Student' and 'Assessment', both of which are also highlighted with red boxes. Under the 'Assessment' dropdown, there are several report categories: 'Assessment Enrollment Verification', 'Illinois Assessment of Readiness (IAR)', 'Illinois Science Assessment (ISA)', 'ISA Assessment Pre-ID', 'ISA Assessment Correction', 'ISA Assessment Scores' (with a note: 'Check "Details" report for errors after scores are posted.'). The 'ISA Assessment Correction' report is highlighted with a red box. To the right of each report category are 'Summary' and 'Details' links. At the bottom of the report list is a 'DLM-AA' item with a dropdown arrow.

# ISA Correction

## ISA Assessment Correction – Detail Report – Criteria Page

[Back To Reports](#)

### ISA Assessment Correction (Detail)

School Year: 2025

School: All Schools

Grade: All Grades

Test Code: All

Gender: All

Homeless Indicator: Both

Migrant Indicator: Both

EL Indicator: Both

IDEA Services: Both

FRL/Low Income Indicator: Both

21st Century Indicator: Both

First Year in U.S. School: Both

Sort By: Reason For No Valid Test Attempt

PDF

Create Report

## 2025 ISA Assessment Correction (Detail)

Assessment Home District: 123456789012345 ISBE Test District

Selection Criteria: None Sorted By: Reason for No Valid test Attempt, Student Name

Columns: \* = Defined below

A Test Format* (O=Online or P=Paper)	F FRL/Low Income Indicator	K SIS Entry Date*
B Gender	G Migrant Indicator	L SIS Exit Date*
C Race/Ethnicity*	H Homeless Indicator	M SIS Exit Code*
D IDEA Services	I 21st Century Indicator	N Reason for No Valid Test Attempt*
E EL Indicator	J First Year In U.S. School (EL Indicator must=Yes)	

**Test Format \*** This field indicates the test format to be taken, as identified in the ISA Pre-ID file. The score file will indicate the actual test format taken.

**SIS Entry Date\*** This field indicates the student's entry date from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test.

**SIS Exit Date/SIS Exit Code\*** These fields indicate the student's exit date and exit code from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test. Exit codes are defined below.

**Reason for No Valid Test Attempt \***

Please review the detailed RNVTA definitions on <https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf> before choosing the RNVTA.

01 Medically Exempt	08 Transferred In After Test Administration	18 PSS-SIS Use Only
02 Homebound	09 Deceased	19 Reserved for Internal Use-SIS Use Only
03 In Jail/Locked Facility	10 Absent from Testing	21 Reserved for Internal Use-Scale Score for Content Area Exists in Another School
04 Out of State/Country	15 Refusal but Present to Test	22 Reserved for Internal Use-SIS Use Only
07 Transferred Out Prior to Testing	16 Part-Time Enrollment	23 Reserved for Internal Use-SIS Use Only (First Year in U.S. School)

**SIS Exit Code \***

02 Transfer to another public school within the district	07 Death	14 Aged Out
03 Transfer to Home Schooled	08 Expulsion	15 Certificate of Completion
04 Transfer to Private School	09 Dropped Out	16 Victim of a Violent Crime
05 Promotion	10 Transfer to GED Program	17 Change in Serving School or Percent of Day Attended (PDA)
06 Graduated with regular, advanced, International Baccalaureate, or other type of diploma	11 Moved, not known to be continuing	18 Moved Out of the United States
	12 Retained in same grade or demoted to a lower grade	19 Transfer to another public school district out of Illinois
		20 Transfer to another public school district in Illinois

**Race/Ethnicity \***

11 Hispanic or Latino 12 American Indian or Alaska Native 13 Asian 14 Black or African American 15 Native Hawaiian or Other Pacific Islander 16 White 17 Two or More Races  
18 Middle Eastern or North African

**SIS Home School:** 123456789012345 ISBE Test School

**SIS Testing School:** 123456789012345 ISBE Test School

Student ID	Student Name	Date of Birth	Grade	Test Code (Test to be Taken)	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1234567899	Test, Student	06/09/2011	8	SCI08	O	M	16	Y	N	Y	N	N	N	N	09/05/2024	01/07/2025	20	

Distinct Student Count : 1



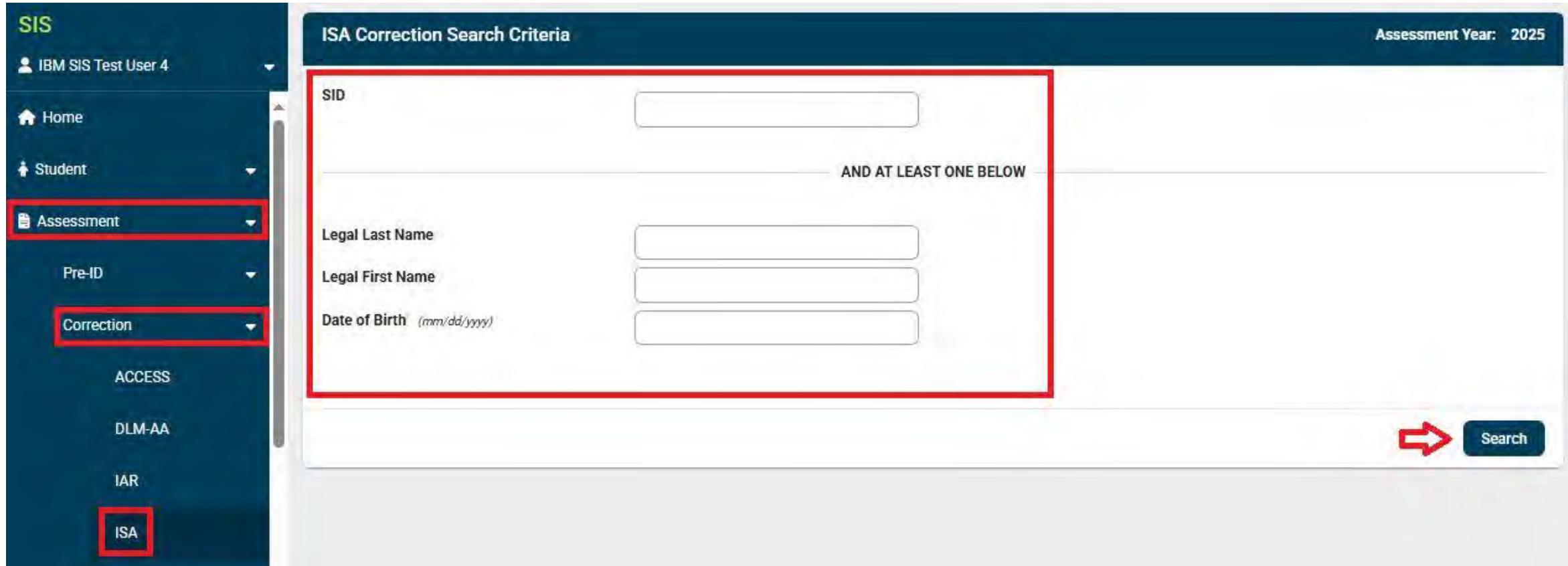
# ISA Correction

## Reason For No Valid Test Attempt codes

- 01 - Medically Exempt
- 02 - Homebound
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 07 - Transferred Out Prior to Testing
- 08 - Transferred In After Test Administration
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 16 - Part-Time Enrollment (*Note: Do not use RNVTA 16 for students who receive instruction from the public school in a tested content area.*)

# ISA Correction

Search by student to correct ISA testing data.



SIS

IBM SIS Test User 4

Assessment Year: 2025

Home

Student

Assessment

Pre-ID

Correction

ACCESS

DLM-AA

IAR

ISA

ISA Correction Search Criteria

Assessment Year: 2025

SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

Search

# ISA Correction

Correct student data to show status at time of testing and select 'Submit.'

[Back To ISA Correction Search](#)

## ISA Correction Record

ISA Assessment Administered: *No scores matched*

Adjust student data to reflect the time of testing.

SID	123456789			
Legal Last Name	Test	Legal First Name	Student	Legal Middle Name
Date of Birth	09/10/2018	Gender	Non-Binary	
Race	Hispanic or Latino	Grade	5 - Grade 5	
Home RCDTS	123456789012345	Testing RCDTS	123456789012345	
First Year in U.S. School	<input type="radio"/> Yes <input checked="" type="radio"/> No	21st Century Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	
IDEA Services	<input type="radio"/> Yes <input checked="" type="radio"/> No	EL Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	
FRL/Low Income Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	Homeless Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Reason for No Valid Test Attempt	01: Medically Exempt			

[Cancel](#) [Submit](#)

# ISA Correction

ISA Student testing data has been updated.

[Back To ISA Correction Search](#)

## ISA Correction Record

ISA Assessment Administered: *No scores matched*

Assessment Correction updated Successfully.

Adjust student data to reflect the time of testing.

SID	123456789	Legal Last Name	Test	Legal First Name	Student	Legal Middle Name
Date of Birth	09/10/2018				Gender	Non-Binary
Race	Hispanic or Latino				Grade	5 - Grade 5
Home RCDTS	123456789012345				Testing RCDTS	123456789012345
First Year in U.S. School	No				21st Century Indicator	No
IDEA Services	No				EL Indicator	No
FRL/Low Income Indicator	No				Homeless Indicator	No

Reason for No Valid Test Attempt: 01: Medically Exempt

[Edit](#)



# ISA Correction

- Testing School and Test Code from the Pearson Score File overrides the correction.
  - If the Test Code of the Test Taken is inconsistent with the student's grade (Test to be Taken), error code 2 will appear on the ISA Score Report.
  - To resolve the error: Update the grade to match the Test Code grade or contact ISBE to suppress the data if the student took the test for the wrong grade level.
- Districts must enter RNVTA 16 for private school students who did not test (PSS=Yes in SIS) to indicate they did not receive instruction in the content area from the public school.

# ISA Scores

## ISA Assessment Scores – Detail Report

The screenshot shows the IBM SIS application interface. The left sidebar is titled 'SIS' and contains the following navigation items:

- IBM SIS Test User 4
- Home
- Student
- Assessment
- Adjusted Cohort
- Teacher
- Early Childhood Transition
- Prenatal
- Reports** (highlighted with a red box)

The main content area is titled 'Reports' and includes a search bar labeled 'Search Reports...'. Below the search bar are two dropdown menus: 'Student' and 'Assessment', both of which are highlighted with red boxes. The 'Assessment' menu is expanded, showing the following options:

- Assessment Enrollment Verification
- Illinois Assessment of Readiness (IAR)
- Illinois Science Assessment (ISA) **▲**
  - ISA Assessment Pre-ID **Summary Details**
  - ISA Assessment Correction **Summary Details**
  - ISA Assessment Scores (Check "Details" report for errors after scores are posted.)** **Summary Details**
  - ISA Assessment Scores Grid **Summary**
- DLM-AA

# ISA Scores

## ISA Assessment Scores – Detail Report- Criteria Page - Select ‘Sort by Error’

[Back To Reports](#)

### ISA Assessment Scores (Detail)

School Year: 2025

School: All Schools

Home:  Serving:  Tested:

Grade: All Grades

Test Code: All

Race/Ethnicity: All Races

Gender: All:  Male:  Female:  Non-Binary:

Homeless Indicator: Both:  Yes:  No:

Migrant Indicator: Both:  Yes:  No:

EL Indicator: Both:  Yes:  No:

IDEA Services: Both:  Yes:  No:

FRL/Low Income Indicator: Both:  Yes:  No:

21st Century Indicator: Both:  Yes:  No:

First Year in U.S. School: Both:  Yes:  No:

Report: All:  Errors Only:

Sort By: Error

PDF  

## 2025 ISA Assessment Scores (Detail)

Assessment Home District: 12345678901 ISBE Test District

Selection Criteria: Content Area = Science Sorted By: Errors, Student Name

Columns	* = Defined below	G	Life Science Scale Score (Range 300-500)	H	Life Science Percentile Rank	I	Earth / Space Science Scale Score (Range 300-500)	J	Earth / Space Science Percentile Rank	K	Physical Science Scale Score (Range 300-500)	L	Physical Science Percentile Rank	M	Number of Test Items Attempted	N	Total Number of Test Items	O	Reason for No Valid Test Attempt*	P	Report Suppression Action*	Q	Error Code*
A	Grade																						
B	Content Area (S=Science)																						
C	Test Taken/To Be Taken																						
D	Test Format Taken/To Be Taken (O=Online or P=Paper)																						
E	Overall Scale Score (Range 650 - 850)																						
F	Performance Level *																						

Performance Level: 1 - Emerging 2 - Developing 3 - Proficient 4 - Exemplary

### Report Suppression Action

- 01 - Code 01 is applied based on district-provided irregularity report or to address error codes 2, 3, or 4 described below. Student will NOT receive an Individual Student Report and is excluded from all district and school reports.
- 05 - Code 05 is applied based on district-provided irregularity report. Student will receive an Individual Student Report and is excluded from all district and school reports.

### Reason for No Valid Test Attempt (RNVTA)

Please review the detailed RNVTA definitions on <https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf> before choosing the RNVTA.

01	Medically Exempt	08	Transferred In After Test Administration	18	PSS-SIS Use Only
02	Homebound	09	Deceased	19	Reserved for Internal Use-SIS Use Only
03	In Jail/Locked Facility	10	Absent from Testing	21	Reserved for Internal Use-Scale Score for Content Area Exists in Another School
04	Out of State/Country	15	Refusal but Present to Test	22	Reserved for Internal Use-SIS Use Only
07	Transferred Out Prior to Testing	16	Part-Time Enrollment		

### Error Code

- 1 - Student score data are expected but missing. Enter an RNVTA or check for score data in "Unassigned Test Results" report.
- 2 - For ISA Assessment participants (Grades 5, 8, and 11), Test Code of Test Taken does not match Grade. Edit Grade in the Correction file or contact ISBE to suppress score data.
- 3 - Student has multiple attempts for the same content area. Contact ISBE for assistance.

Student ID	Student Name	Home School	Testing School	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
123456789	Test, Student	123456789012345	123456789012345	5	Science	SCI05										0	0		1	
123456789	Test, Student	123456789012345	123456789012345	8	Science	SCI08										0	0		1	
123456789	Test, Student	123456789012345	123456789012345	8	Science	SCI08										0	0		1	



# ACT with Writing, PreACT Secure, PreACT 9 Secure Correction and Scores

*May 12-August 22, 2025*

# ACT/PreACT Secure Assessment Process

- ACT with Writing: administered to Grade 11 students (and Grade 12 students, as required).
- PreACT 9 Secure and PreACT Secure: Administered to students in Grade 9 and Grade 10, respectively.
- Students are included in the Assessment Enrollment Verification/Correction Reports when the date of their SIS enrollment falls within the start and end dates of the available Test Event window.
  - PreACT 9 Secure and PreACT Secure: **March 17-April 25, 2025**
  - ACT with Writing: **March 25-May 2, 2025**

# ACT/PreACT Secure Assessment Process

## Run the Assessment Enrollment Verification Report.

- Enrollments cannot be added after **July 31, 2025**.

## Starting **May 12, 2025**, districts should:

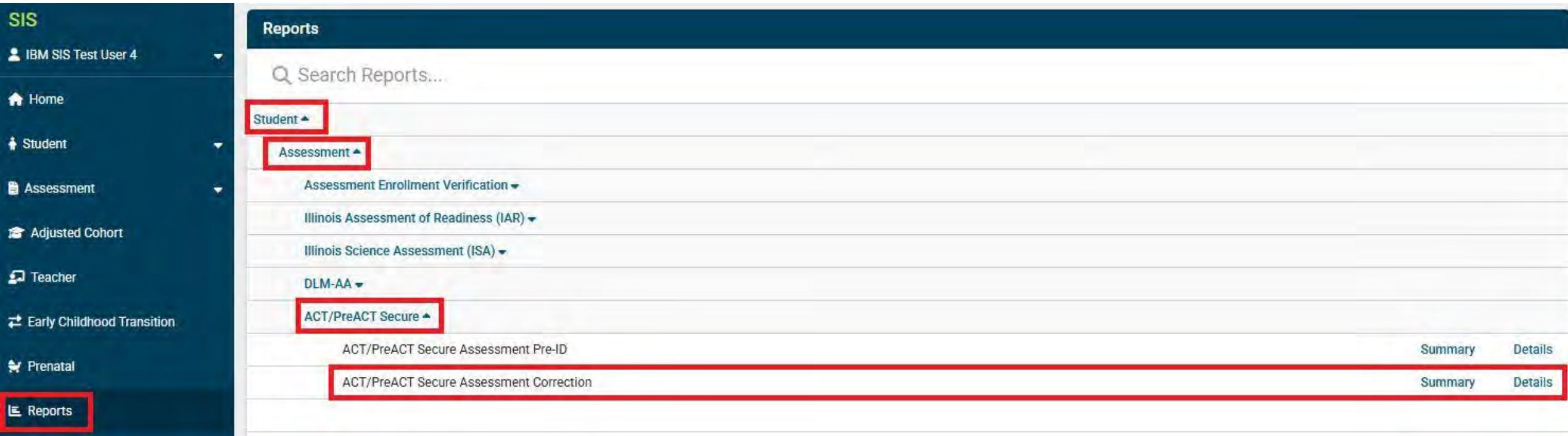
- Run the ACT/PreACT Secure Assessment Correction Report, ensure all data are accurate, and enter RNVTA codes for students who did not test.
- **New in 2025:** RNVTA codes must be entered separately for ELA, mathematics, and science.
- If a student transferred out or in during the Test Event window and this was the reason they did not test, apply RNVTA 07 or RNVTA 08, respectively, to capture this.
- If a homeschooled student did not test due to not receiving instruction in a tested content area, apply RNVTA 16.
- If no other RNVTA code applies, apply RNVTA 10.
- Update via the Assessment Correction link.

## After scores are loaded, scheduled for **mid-July**, districts should:

- Run the ACT/PreACT Secure Assessment Scores Report to check for missing scores and error codes.
- Resolve any unassigned scores by searching for them on the Unassigned Test Results screen.
- Sort the report by "Error" and resolve any issues.

# ACT/PreACT Secure Correction

## ACT/PreACT Secure Assessment Correction – Details Report



SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Reports

Search Reports...

Student ▾

Assessment ▾

Assessment Enrollment Verification ▾

Illinois Assessment of Readiness (IAR) ▾

Illinois Science Assessment (ISA) ▾

DLM-AA ▾

ACT/PreACT Secure ▾

ACT/PreACT Secure Assessment Pre-ID

ACT/PreACT Secure Assessment Correction

Summary Details

Summary Details



# ACT/PreACT Secure Correction

## ACT/PreACT Secure Assessment Correction – Details Report – Criteria Page

[Back To Reports](#)

### ACT/PreACT Secure Assessment Correction (Detail)

School Year: 2025

School: All Schools

Home  Serving  Testing

Grade: All Grades

Test to be taken: All  ACT with Writing  PreACT Secure  PreACT 9 Secure

Gender: All  Male  Female  Non-Binary

Homeless Indicator: Both  Yes  No

Migrant Indicator: Both  Yes  No

EL Indicator: Both  Yes  No

IDEA Services: Both  Yes  No

FRL/Low Income Indicator: Both  Yes  No

21st Century Indicator: Both  Yes  No

First Year in U.S. School: Both  Yes  No

Sort By: Student Name

[PDF](#) [Create Report](#)

## 2025 ACT/PreACT Secure Assessment Correction (Detail)

Assessment Home District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student Name

Columns: * = Defined below																						
A Gender (M=Male, F=Female, N=Non-Binary)	B Race/Ethnicity*	C IDEA Services	D EL Indicator	E FRL/Low Income Indicator	F Migrant Indicator	G Homeless Indicator	H 21st Century Indicator	I First Year In U.S. School (EL Indicator must=Yes)	J SIS Entry Date*	K SIS Exit Date*	L SIS Exit Code*											
										M Reason for No Valid Test Attempt ELA*	N Reason for No Valid Test Attempt Math*											
										O Reason for No Valid Test Attempt Science*												
<b>SIS Entry Date</b>	This field indicates the student's entry date from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test.																					
<b>SIS Exit Date/SIS Exit Code</b>	These fields indicate the student's exit date and exit code from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test. Exit codes are defined below.																					
<b>Reason for No Valid Test Attempt (RNVTA)</b>																						
Please review the detailed RNVTA definitions on <a href="https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf">https://www.isbe.net/Documents/reason-no-valid-test-attempt.pdf</a> before choosing the RNVTA.																						
01 Medically Exempt	09 Deceased	25 Reserved for Internal Use-Assessment Use Only (Grade 11-No Participation Credit)																				
02 Homebound	10 Absent from Testing	50 Reserved for Internal Use-SIS Use Only (Grade 12 Exempt-Programming)																				
03 In Jail/Locked Facility	15 Refusal but Present to Test	51 Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-SIS Evidence)																				
04 Out of State/Country	16 Part-Time Enrollment	52 Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-District Submission)																				
07 Transferred Out Prior to Testing	19 Reserved for Internal Use-SIS Use Only	53 Reserved for Internal Use-Assessment Use Only (Grade 12 No Participation Credit)																				
08 Transferred In After Test Administration	22 Reserved for Internal Use-SIS Use Only	54 Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-Other)																				
<b>SIS Exit Code</b>																						
02 Transfer to another public school within the district	07 Death	14 Aged Out																				
03 Transfer to Home Schooled	08 Expulsion	15 Certificate of Completion																				
04 Transfer to Private School	09 Dropped Out	16 Victim of a Violent Crime																				
05 Promotion	10 Transfer to GED Program	17 Change in Serving School or Percent of Day Attended (PDA)																				
06 Graduated with regular, advanced, International Baccalaureate, or other type of diploma	11 Moved, not known to be continuing	18 Moved Out of the United States																				
	12 Retained in same grade or demoted to a lower grade	19 Transfer to another public school district out of Illinois																				
		20 Transfer to another public school district in Illinois																				
<b>Race/Ethnicity</b>																						
11 Hispanic or Latino	12 American Indian or Alaska Native	13 Asian	14 Black or African American	15 Native Hawaiian or Other Pacific Islander	16 White	17 Two or More Races																

# ACT/PreACT Secure Correction



## Reason For No Valid Test Attempt codes

**01** - Medically Exempt

**02** - Homebound

**03** - In Jail/Locked Facility

**04** - Out of State/Country

**07** - Transferred Out Prior to Testing

**08** - Transferred In After Test Administration

**09** - Deceased

**10** - Absent from Testing

**15** - Refusal but Present to Test

**16** - Part-Time Enrollment\*

-  **USE RNVTA 16** | For private school students (e.g., homeschooled students, parochial school students) who **did not** test due to not receiving instruction from the public school in a tested content area.
-  **DO NOT USE RNVTA 16** | For private school students (e.g., homeschooled students, parochial school students) who **did** test due to receiving instruction from the public school in a tested content area.
-  **AFTER SCORES ARE POSTED** | Contact [ISBE Assessment](#) to request suppression of data for content area(s) in which the student did not receive instruction but was tested.

# ACT/PreACT Secure Correction

Search by student to correct ACT/PreACT testing data.

ACT/PreACT Secure Correction Search Criteria

Assessment Year: 2025

SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

→

# ACT/PreACT Secure Correction

Select 'Edit' to update student ACT/PreACT testing data.

[Back To ACT/PreACT Correction Search Criteria](#)

## ACT/PreACT Correction Records

ACT/PreACT Assessment Administered: No scores matched

Adjust student data to reflect the time of testing.

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:
Date of Birth	11/18/2007	Gender	Female
Race	Black or African American	Grade	11 - Grade 11
Home RCDTS	123456789012345	Testing RCDTS	123456789012345
First Year in U.S. School	No	21st Century Indicator	No
IDEA Services	No	EL Indicator	No
FRL/Low Income Indicator	Yes	Homeless Indicator	No

Reason for No Valid Test Attempt

ELA  
Math  
Science

 **Edit**

# ACT/PreACT Secure Correction

Correct student data to show status at time of testing.

[Back To ACT/PreACT Correction Search Criteria](#)

## ACT/PreACT Correction Records

ACT/PreACT Assessment Administered: No scores matched

Adjust student data to reflect the time of testing.

SID	123456789			
Legal Last Name	Test	Legal First Name	Student	Legal Middle Name
Date of Birth	11/18/2007			
Race	Black or African American			
Home RCDTS	123456789012345			
First Year in U.S. School	<input type="radio"/> Yes <input checked="" type="radio"/> No	21st Century Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	
IDEA Services	<input type="radio"/> Yes <input checked="" type="radio"/> No	EL Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	
FRL/Low Income Indicator	<input checked="" type="radio"/> Yes <input type="radio"/> No	Homeless Indicator	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Reason for No Valid Test Attempt				
ELA	<input type="text"/>			
Math	<input type="text"/>			
Science	<input type="text"/>			

[Cancel](#) [Submit](#)



# ACT/PreACT Secure Correction

Student testing data have been successfully updated.

[Back To ACT/PreACT Correction Search Criteria](#)

## ACT/PreACT Correction Records

ACT/PreACT Assessment Administered: No scores matched

Assessment Correction Updated Successfully

Adjust student data to reflect the time of testing.

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:
Date of Birth	11/18/2007	Gender	Female
Race	Black or African American	Grade	11 - Grade 11
Home RCDTS	123456789012345	Testing RCDTS	123456789012345
First Year in U.S. School	No	21st Century Indicator	No
IDEA Services	No	EL Indicator	No
FRL/Low Income Indicator	Yes	Homeless Indicator	No

Reason for No Valid Test Attempt

ELA

Math

Science

[Edit](#)



# ACT/PreACT Secure Scores

## ACT/PreACT Secure Assessment Scores Report (Detail)



SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing

Reports

Search Reports...

Student

Assessment

Assessment Enrollment Verification

Illinois Assessment of Readiness (IAR)

Illinois Science Assessment (ISA)

DLM-AA

ACT/PreACT Secure

ACT/PreACT Secure Assessment Scores	Summary	Details
ACT/PreACT Secure Assessment Pre-ID	Summary	Details
ACT/PreACT Secure Assessment Correction	Summary	Details
ACT/PreACT Secure Assessment Scores Grid	Summary	

The ACT/PreACT Secure Assessment Scores report is available *after* scores are received, which is scheduled for mid-July.

# Unassigned Scores

# Unassigned Scores

- Starting **May 12, 2025**, Reason for No Valid Test Attempt codes can be applied.
- ***After districts receive scores***, unassigned scores and errors can be resolved.
- Last day of corrections for the Purpose of Accountability and School Report Card is **August 22, 2025**.
- For further assistance:
  - DLM-AA, contact [Pamela Hartwig](#)
  - IAR, contact [Victoria Henderson](#)
  - ISA, contact [John Hicks](#)
  - ACT assessments, contact [Megan Forness](#)

# Unassigned Scores

Assessment – Unassigned Test Score Counts: Select arrow to expand unassigned scores.

SIS

IBM SIS Test User 4

Home

Student

Assessment

Pre-ID

Correction

Unassigned

Adjusted Cohort

Teacher

Early Childhood Transition

Assessment Unassigned

ACCESS: 28

Alternate ACCESS: 1

DLM-AA: 0

IAR: 0

ISA: 0

ACT: 0

PreACT Secure: 0

# Unassigned Scores

Select a test record to assign, then search to find an enrollment.

Assessment Unassigned

ACCESS: 28

Search Unassigned AC

Search

ACCESS Test Schools: – All Schools –

Test Data From Vendor						
	Testing	SID	Last Name	First Name	Birth Date	Grade
<button>Select</button>	123456789012345	123456789	Test	Student	05/20/2008	9

# Unassigned Scores

Enter Student SID. Select 'Search' to look for a match in SIS.

[Return to Unassigned](#) Contact Assessment staff for further assistance at: [assessment@isbe.net](mailto:assessment@isbe.net)

**Unassigned Score Record from Vendor: DRC**

SID	Last Name	First Name	DOB	Grade	Testing RCDTS	DRC Record ID	Unique Record ID
123456789	Test	Student	05/20/2008	9	123456789012345	987654321	123-ABC-123-ABC

Enter SID to match an enrollment with the unassigned record

SID

# Unassigned Scores

Search returns the Enrollments over testing window; select Enrollment to 'Match.' Student's Correction will now show the matched score.

[Return to Unassigned](#) Contact Assessment staff for further assistance at: [assessment@isbe.net](mailto:assessment@isbe.net)

**Unassigned Score Record from Vendor: DRC**

SID	Last Name	First Name	DOB	Grade	Testing RCDTS	DRC Record ID	Unique Record ID
123456789	Test	Student	05/20/2008	9	123456789012345	987654321	123-ABC-123-ABC

Enter SID to match an enrollment with the unassigned record

SID

SID	Last Name	First Name	Middle Name	DOB	Gender	EL Indicator
123456789	Test	Student		05/20/2008	Male	Yes

**EL**

School Year	Home RCDTS	Grade	Date First Enrolled in District/LEA	EL Placement Entry Status	
2025	123456789012345	10 - Grade 10	08/18/2015	TPI	<input type="button" value="Match"/>

# Unassigned Scores

[◀ Return to Unassigned](#)

Contact Assessment staff for further assistance at: [assessment@isbe.net](mailto:assessment@isbe.net)

Unassigned Score Record from Vendor: DRC							
SID	Last Name	First Name	DOB	Grade	Testing RCDTS	DRC Record ID	Unique Record ID
123456789	Test	Student	05/20/2008	9	123456789012345	987654321	123-ABC-123-ABC

Enter SID to match an enrollment with the unassigned record

No enrollments found. Add student's enrollment during the test window in SIS (prior to July 31 Deadline).

SID

If a match is not found in SIS:

- Create an enrollment for the student in SIS.
  - This is only available until **July 31, 2025**.
- Return to Unassigned Scores process to search for added enrollment and match to test record.
- A Test Correction is created upon matching.



# Student Attendance

*Deadline: July 11, 2025*

# Student Attendance

- Using the student enrollment Percent of Day Attended (PDA), ISBE will do the calculation for final reporting purposes.
- Report student attendance for regular school year enrollments ONLY.
- Summer school and ESY attendance should not be reported.
- Attendance data *is not* accepted for an enrollment that was exited erroneously.
- Attendance data *is optional* for private school students.
- Attendance Data is due **July 11, 2025**.

# Student Attendance

- In Average Daily Attendance (ADA) reports, ISBE uses the PDA for each of the Attendance Types.
- A full day missed is reported as 1.000 absence and a half-day is 0.500 absence.
- If the student is enrolled with a PDA of 0.50 and the district reports 0.500 in the Total Days Present, ISBE will calculate that the student was present for a quarter of the day.
- Here are examples (up to three decimal points) to report attendance calculation for each day:
  - Full day = report 1.000
  - Half-day = report 0.500
  - Quarter day = report 0.250

Please **do not** provide Attendance Days with 0.000 unless an existing record is deleted.

# Student Attendance

To add or update attendance data, student has a valid district enrollment in SIS:

- Enrollment record Home RCDTS matches attendance Home RCDTS.
- Enrollment record Serving RCDTS matches attendance Serving RCDTS.
- SIS Enrollment Date matches the Enrollment Date in the Student Attendance file.
- Enrollment School Year matches the School Year in the Student Attendance file.

To add or update attendance data via batch, data must match to enrollment record in SIS:

- SID
- First Name and Last Name of student
- Birth Date of student
- Home RCDTS and Serving RCDTS of the Student Attendance File must match a SIS Enrollment Home RCDTS, Serving RCDTS, and Service Provider RCDTS
- School Year
- Enrollment Date

# Student Attendance

**Month of Attendance:** The month for which student attendance is being reported.

- Student must be enrolled at least one day during the month of attendance reported.
- Cannot provide more days of attendance than are in the enrollment month.

01 January	07 July
02 February	08 August
03 March	09 September
04 April	10 October
05 May	11 November
06 June	12 December

# Student Attendance

## Attendance Type Code:

- 01 In-Person Instruction
- 02 Absent Excused
- 03 Absent Unexcused
- 04 Medically Homebound
- 05 Hospitalized
- 06 E-Learning
- 07 Remote Learning
- 08 Mental Health (excused absence)
- 09 Detention Center

# Student Attendance

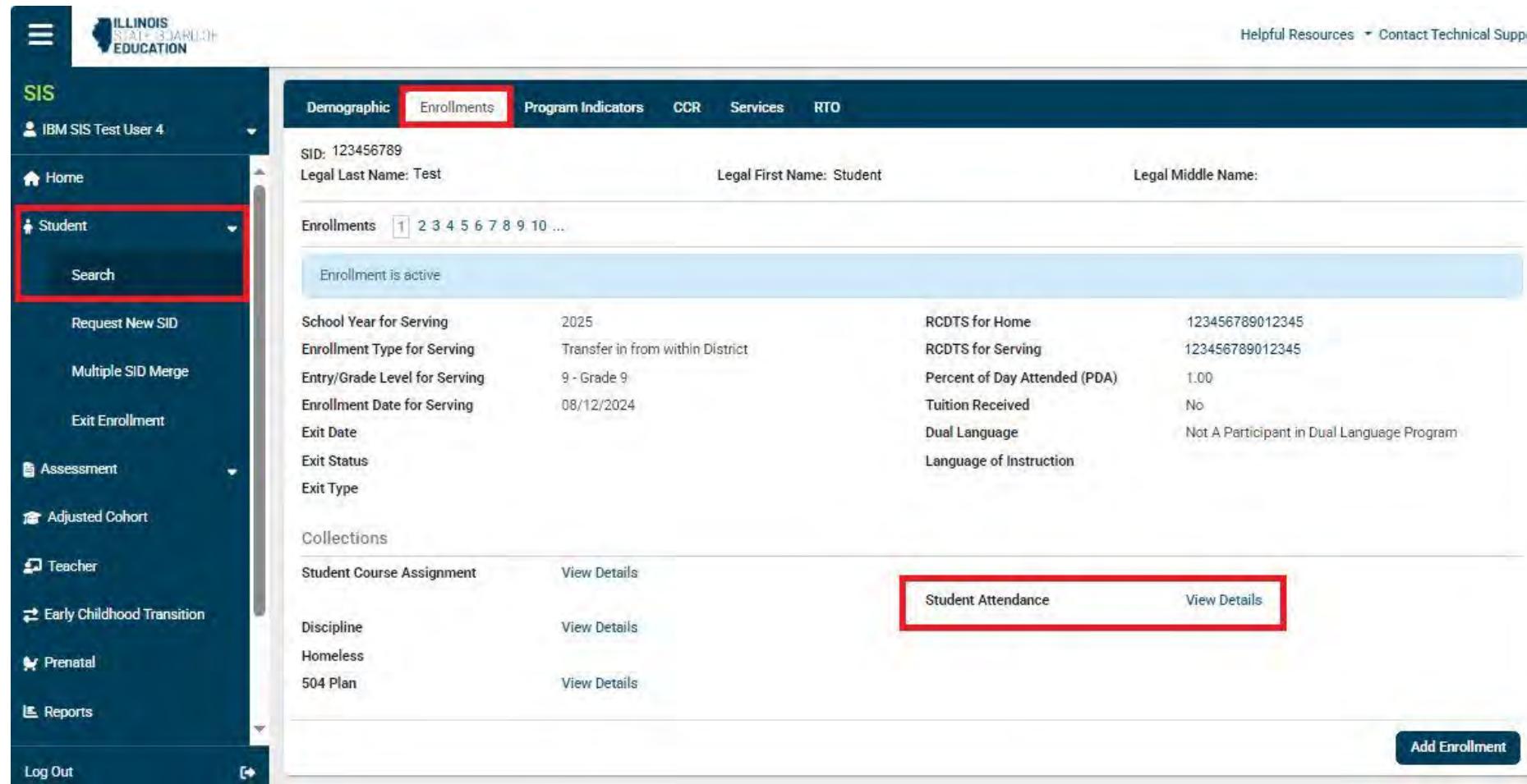
- **In-Person Instruction:** If the student is receiving educational services in-classroom, then that would count as In-Person Instruction.
- **Absent – Excused:** The student was absent with cause (excused absence).
- **Absent – Unexcused:** The student was absent without a cause.
- **Medically Homebound:** A student who *IS receiving home/hospital instructional services*, provided by the district, in accordance with 105 ILCS 5/14-13.01. These students are considered present for purposes of attendance as it pertains to funding.
  - Please see [Home/Hospital Instruction for Students](#) for additional information on the provision of homebound services and when medically homebound status can apply.
- **Hospitalized:** An absence where a student was hospitalized because of medical emergencies or procedures or was participating in residential programs that provide psychological treatment or treatment for drug or alcohol abuse, but was *NOT receiving home/hospital instructional services*, in accordance with 105 ILCS 5/14-13.01.

# Student Attendance

- **E-Learning:** Pursuant to state law, a school district may adopt an E-learning program.
  - To implement an E-learning program, a district must draft and adopt an E-learning program within the specifications of Section 10-20.56 of the School Code.
- **Remote Learning:** If the governor declares a disaster due to a public health emergency pursuant to Section 7 of the Illinois Emergency Management Agency Act, the state superintendent of education may declare a requirement to use remote learning days or blended remote learning days for a school district, multiple school districts, a region, or the entire state.
- **Mental Health:** The student was absent with cause (excused absence).
  - "Valid cause" for absence shall be illness, observance of a religious holiday, death in the immediate family, family emergency, student mental health day, and shall include such other situations beyond the control of the student as determined by the board of education in each district, or such other circumstances that cause reasonable concern to the parent for the mental, emotional, or physical health or safety of the student.
- **Detention Center:** Student is enrolled at a detention center and district attendance data is not available.

# Student Attendance

To update attendance: Search by student – Enrollments tab. Select ‘View Details.’



ILLINOIS STATE BOARD OF EDUCATION

Helpful Resources | Contact Technical Support

SIS

IBM SIS Test User 4

Home

Student **Search**

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Log Out

Demographic Enrollments **Program Indicators CCR Services RTO**

SID: 123456789  
Legal Last Name: Test  
Legal First Name: Student  
Legal Middle Name:

Enrollments 1 2 3 4 5 6 7 8 9 10 ...

Enrollment is active

School Year for Serving	2025	RCDTS for Home	123456789012345
Enrollment Type for Serving	Transfer in from within District	RCDTS for Serving	123456789012345
Entry/Grade Level for Serving	9 - Grade 9	Percent of Day Attended (PDA)	1.00
Enrollment Date for Serving	08/12/2024	Tuition Received	No
Exit Date		Dual Language	Not A Participant in Dual Language Program
Exit Status		Language of Instruction	
Exit Type			

Collections

Student Course Assignment	<a href="#">View Details</a>	<b>Student Attendance</b>	<a href="#">View Details</a>
Discipline	<a href="#">View Details</a>		
Homeless	<a href="#">View Details</a>		
504 Plan	<a href="#">View Details</a>		

Add Enrollment

# Student Attendance

To update attendance: Select '+' to add Attendance Type.

[Back To Enrollment](#)

## Student Attendance

SID: 123456789  
Legal Last Name: Test  
Home RCDTS: 123456789012345

Legal First Name: Student  
Serving RCDTS: 123456789012345

Date Of Birth: 09/07/2009  
School Year: 2025

Enrollment Date: 08/12/2024  
Exit Date:

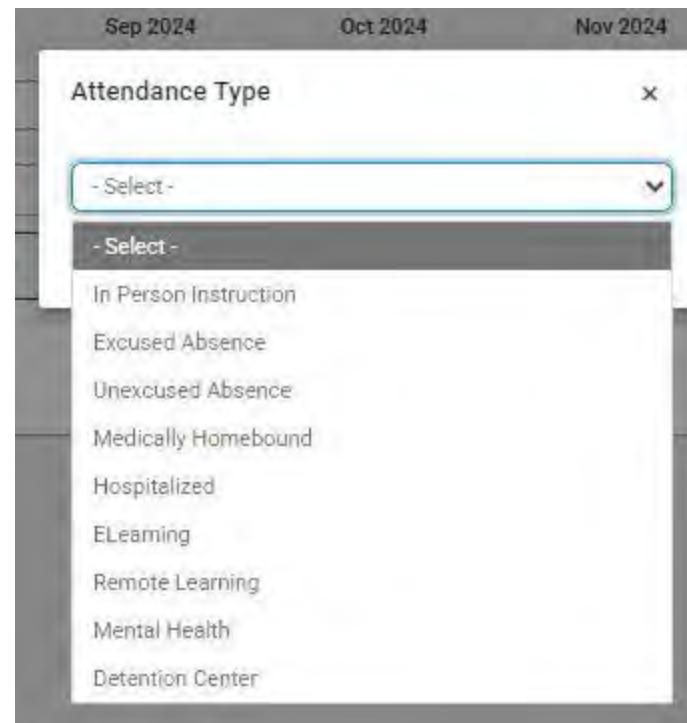
Type <small>i</small>	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Total Days
In Person Instruction	13.900	18.567					32.467
Unexcused Absence	1.100	1.433					2.533
Monthly Total	15.000	20.000	0.000	0.000	0.000	0.000	35.000

**Submit**

A red box highlights the '+' button in the top right corner of the header.

# Student Attendance

Select 'Attendance Type' from the dropdown.



# Student Attendance

- Update attendance by month for attendance type.
- Full days or partial days can be shown up to three decimal points.
- Total days for all Attendance Types cannot exceed days enrolled in that month.
- Existing attendance can be deleted by entering a '0' or overwritten by entering a new value and clicking 'Submit.'

< Back To Enrollment

### Student Attendance

Type	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Total Days
In Person Instruction	13.900	18.567					32.467
Unexcused Absence	1.100	1.433					2.533
Detention Center			2.0				0.000
Monthly Total	15.000	20.000	0.000	0.000	0.000	0.000	35.000

**Submit**

The screenshot shows a student attendance tracking interface. At the top, there are student details: SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Date of Birth: 09/07/2009, Enrollment Date: 08/12/2024, and School Year: 2025. Below this is a table for entering attendance data by month. The table has columns for Type (In Person Instruction, Unexcused Absence, Detention Center) and months (Aug 2024, Sep 2024, Oct 2024, Nov 2024, Dec 2024, Jan 2025). The 'Detention Center' row is highlighted with a red box, and the '2.0' value in the Oct 2024 cell is also highlighted with a red box. The 'Submit' button at the bottom right is also highlighted with a red box.

# Student Attendance

Student Attendance: Record successfully updated.

[Back To Enrollment](#)

## Student Attendance

SID: 123456789  
Legal Last Name: Test  
Home RCDTS: 123456789012345

Legal First Name: Student  
Serving RCDTS: 123456789012345

Date Of Birth: 09/07/2009  
School Year: 2025

Enrollment Date: 08/12/2024  
Exit Date:

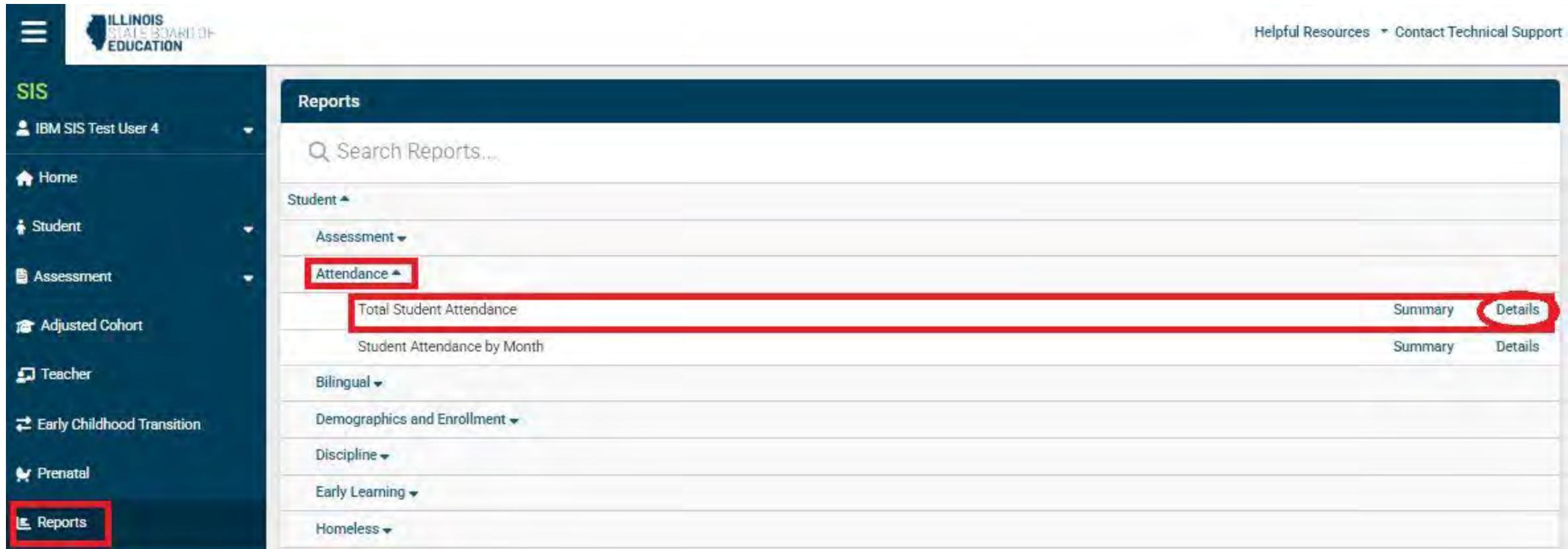
Student Attendance Record successfully updated.

Type	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Total Days
In Person Instruction	13.900	18.567					32.467
Unexcused Absence	1.100	1.433					2.533
Detention Center			2.000				2.000
Monthly Total	15.000	20.000	2.000	0.000	0.000	0.000	37.000

**Submit**

# Student Attendance

## Total Student Attendance – Detail Report



The screenshot shows the Illinois SIS system interface. The left sidebar contains navigation links for SIS, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The Reports link is highlighted with a red box. The main content area is titled 'Reports' and includes a search bar. Below the search bar are several dropdown menus: Student, Assessment, and Attendance (which is highlighted with a red box). Under Attendance, there are two options: 'Total Student Attendance' and 'Student Attendance by Month'. The 'Total Student Attendance' option is also highlighted with a red box and has 'Summary' and 'Details' buttons to its right, with 'Details' circled in red. Other sections visible include Bilingual, Demographics and Enrollment, Discipline, Early Learning, and Homeless.

# Student Attendance

## Total Student Attendance – Detail Report – Criteria Page

[Back To Reports](#)

### Total Student Attendance (Detail)

School Year

School

Home  Serving  Service Provider  Home But Not Serving  Serving But Not Home

Grade

IDEA Services  Both  Yes  No

FRL/Low Income Indicator  Both  Yes  No

Homeless Indicator  Both  Yes  No

Private School Student Indicator  Both  Yes  No

Sort By

PDF

**Illinois State Board of Education**  
**Student Information System**  
**2025 Total Student Attendance (Detail)**

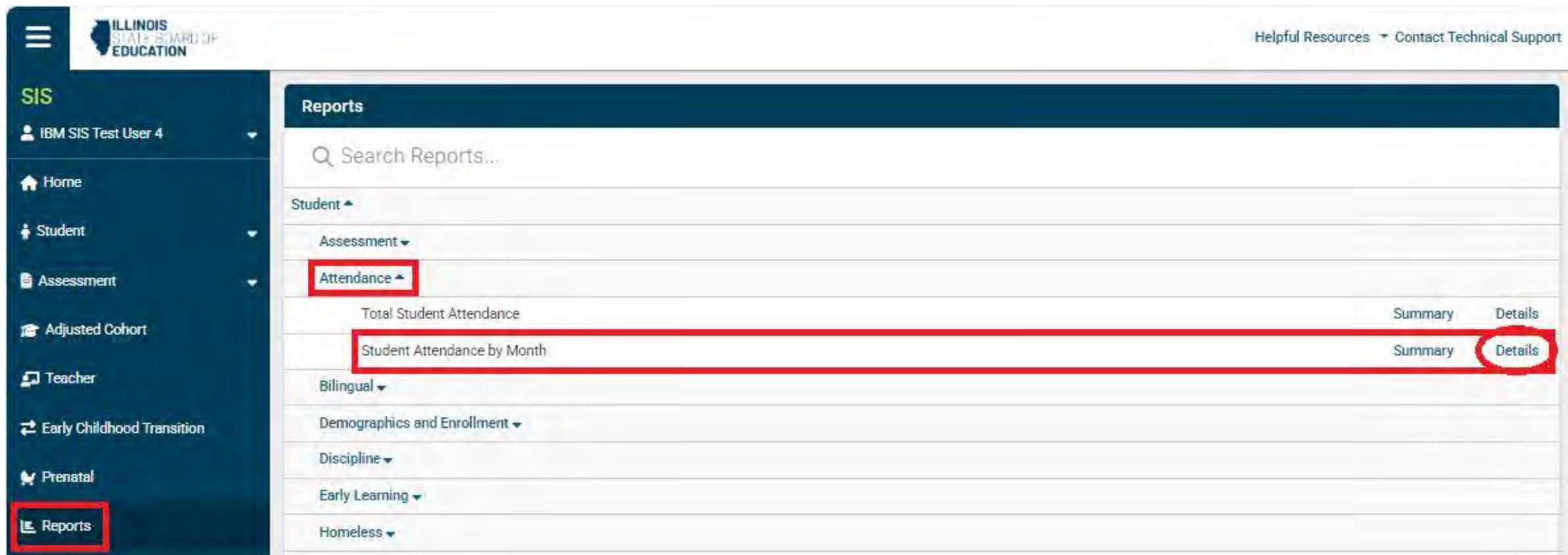
SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Sorted By: Student ID

Columns	A	Grade Level	D	E-Learning	G	Absent - Unexcused	J	Mental Health	K	Detention Center	L	Total Attendance/Absences						
Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I	J	K	L
123456789	Test, Student	06/04/2013	123456789012345	123456789012345	8/12/24		6	1.00	33.860				1.140					35,000
123456789	Test, Student	01/15/2008	123456789012345	123456789012345	8/27/24		11	1.00	20.916				3.084					24,000
123456789	Test, Student	11/27/2014	123456789012345	123456789012345	8/13/24		4	1.00	34.000									34,000
123456789	Test, Student	12/07/2015	123456789012345	123456789012345	8/13/24		3	1.00	33.000				1.000					34,000

# Student Attendance

## Student Attendance by Month – Detail Report



The screenshot shows the Illinois SIS interface. The left sidebar has a 'Reports' button highlighted with a red box. The main content area is titled 'Reports' and includes a search bar. Under 'Attendance', 'Student Attendance by Month' is highlighted with a red box and a red circle on the 'Details' link. Other report categories like 'Assessment' and 'Bilingual' are also listed.

Report Category	Report Type	Summary	Details
Attendance	Total Student Attendance	Summary	Details
	Student Attendance by Month	Summary	Details (highlighted)
Bilingual			
Demographics and Enrollment			
Discipline			
Early Learning			
Homeless			

# Student Attendance

## Student Attendance By Month – Detail Report – Criteria Page

[Back To Reports](#)

### Student Attendance by Month (Detail)

School Year: 2025

School: All Schools

Home  Serving  Service Provider  Home But Not Serving  Serving But Not Home

Grade: All Grades

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

Homeless Indicator:  Both  Yes  No

Private School Student Indicator:  Both  Yes  No

Missing Attendance:  Both  Yes  No

Month Of Attendance: All

Year Of Attendance: All

Sort By: SID

**Illinois State Board of Education**  
**Student Information System**  
**2025 Student Attendance By Month (Detail)**

SIS Home District: 12345678901      ISBE Test District

Selection Criteria:      Sorted By: Student ID

Columns	A	Grade Level	C	Month of Attendance	E	In Person Instruction	H	Absent - Excused	K	Hospitalized
	B	PDA	D	Year of Attendance	F	E-Learning	I	Absent - Unexcused	L	Mental Health
					G	Remote Instruction	J	Medically Homebound	M	Detention Center

Student ID: 123456789

Student Name: Test, Student

Birth Date: 06/04/2013

Home RCDTS	Serving RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I	J	K	L	M	Total
123456789012345	123456789012345	8/12/24	-	6	1.00	08	2024	15.000	-	-	-	-	-	-	-	-	15.000
123456789012345	123456789012345	8/12/24	-	6	1.00	09	2024	18.860	-	-	-	1,140	-	-	-	-	20.000
123456789012345	123456789012345	8/12/24	-	6	1.00	10	2024	-	-	-	-	-	-	-	-	-	0.000
123456789012345	123456789012345	8/12/24	-	6	1.00	11	2024	-	-	-	-	-	-	-	-	-	0.000
123456789012345	123456789012345	8/12/24	-	6	1.00	12	2024	-	-	-	-	-	-	-	-	-	0.000
123456789012345	123456789012345	8/12/24	-	6	1.00	01	2025	-	-	-	-	-	-	-	-	-	0.000

Total Attendance / Absences: 35.000





# Adjusted Cohort Graduation Rate

*Deadline: July 31, 2025*

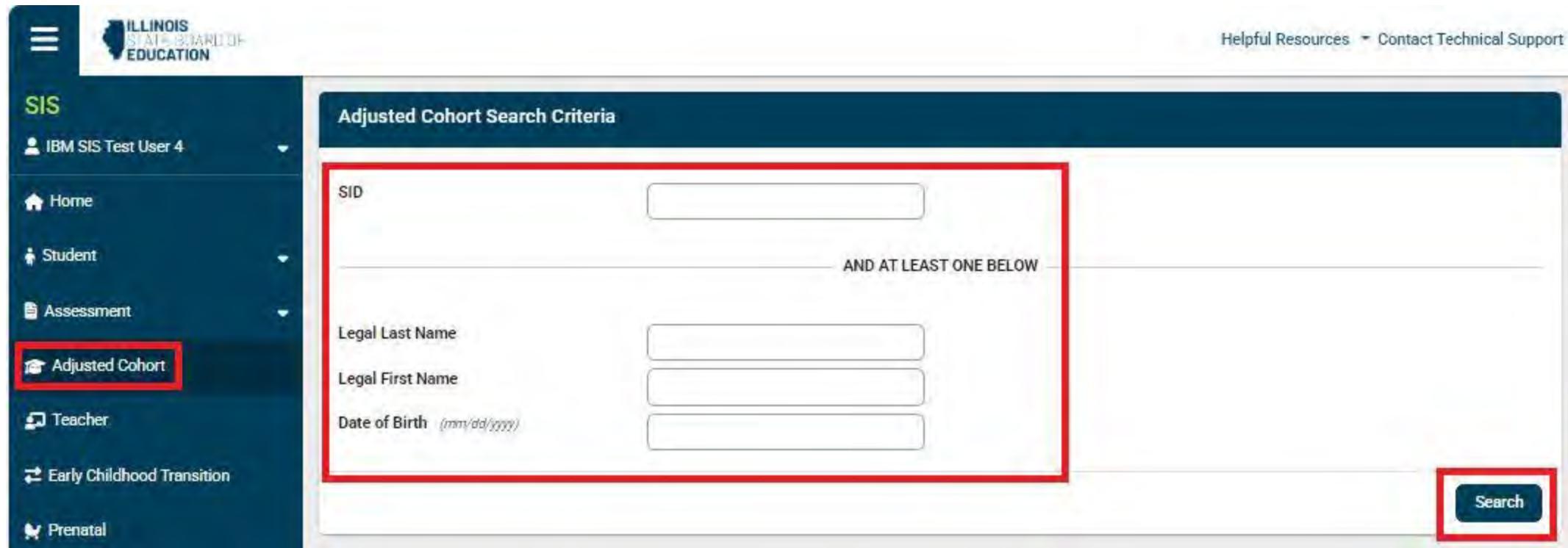
# Adjusted Cohort Graduation Rate

## Adjusted Cohort Graduation Rate

- The SY 2024-2025 adjusted Cohort Graduation Rate is calculated based on SIS data.
- The related information will be derived from student information, so the accuracy of data reported to SIS becomes even more significant. The adjusted Cohort Graduation Rate will be calculated based on student enrollments and upon proper identification of Cohort Enrollment Exit Codes.
- The Cohort Exit Type Code is essential in providing an accurate measure of high school graduation data. The Cohort Exit Type Code is initially set to the student's general Enrollment Exit Type Code, but it can be updated (as appropriate) through the related online screens.
- Cohort Exit Type Codes fall into three categories (Graduates, Non-Graduates, and Removed from Cohort) that are used in calculating the adjusted Cohort Graduation Rate.

# Adjusted Cohort Graduation Rate

## Adjusted Cohort – Search by Student



The screenshot shows the Illinois State Board of Education SIS (Student Information System) interface. The left sidebar has a dark blue background with white text and icons. The 'Adjusted Cohort' option is highlighted with a red box. The main content area has a white background with a dark blue header. The header includes the Illinois State Board of Education logo and links for 'Helpful Resources' and 'Contact Technical Support'. The main section is titled 'Adjusted Cohort Search Criteria' and contains fields for 'SID' (with a red box around the input field), 'Legal Last Name', 'Legal First Name', and 'Date of Birth (mm/dd/yyyy)'. A red box also surrounds the 'Search' button at the bottom right of the search criteria section.

ILLINOIS STATE BOARD OF EDUCATION

Helpful Resources Contact Technical Support

SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Adjusted Cohort Search Criteria

SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

Search

# Adjusted Cohort Graduation Rate

Select 'Edit' to update adjusted Cohort Graduation Rate data.

[Back To Adjusted Cohort Search Criteria](#)

## Adjusted Cohort

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Date Of Birth: 05/29/2004
<b>Student Enrollment</b>			
Enrollment Type	Transfer in from within District	School Year	2025
RCDTS for Home	123456789012345	RCDTS for Serving	123456789012345
Enrollment Grade Level	11 - Grade 11	FTE	1.00
Enrollment Date	08/13/2024	Exit Date	10/02/2024
<b>Cohort Graduation Data</b>			
1st School Year in Grade 9	2021	Enrollment Exit Type	Transfer to another public school district IN Illinois
			<a href="#">Edit</a>

# Adjusted Cohort Graduation Rate

Use dropdown menu to update Enrollment Exit Type and select 'Next.'

[Back To Adjusted Cohort Search Criteria](#)

## Adjusted Cohort

SID: 123456789  
 Legal Last Name: Test Legal First Name: Student Date Of Birth: 05/29/2004

### Student Enrollment

Enrollment Type	Transfer in from within District	School Year	2025
RCDTS for Home	123456789012345	RCDTS for Serving	123456789012345
Enrollment Grade Level	11 - Grade 11	FTE	1.00
Enrollment Date	08/13/2024	Exit Date	10/02/2024

### Cohort Graduation Data

1st School Year in Grade 9	2021
Enrollment Exit Type	Transfer to another public school district OUT of Illinois

**Next** **Cancel**



# Adjusted Cohort Graduation Rate

Check box to verify Enrollment Exit Type selection and click 'Submit.'

[Back To Adjusted Cohort Search Criteria](#)

## Adjusted Cohort

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Date Of Birth: 05/29/2004
<b>Student Enrollment</b>			
Enrollment Type	Transfer in from within District	School Year	2025
RCDTS for Home	123456789012345	RCDTS for Serving	123456789012345
Enrollment Grade Level	11 - Grade 11	FTE	1.00
Enrollment Date	08/13/2024	Exit Date	10/02/2024
<b>Cohort Graduation Data</b>			
1st School Year in Grade 9	2021	Enrollment Exit Type	Transfer to another public school district OUT of Illinois
<input checked="" type="checkbox"/> I have verified local evidence supporting my selection.			
		<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>

# Adjusted Cohort Graduation Rate

Message confirms the Adjusted Cohort Graduation Rate was successfully updated.

[Back To Adjusted Cohort Search Criteria](#)

## Adjusted Cohort

The Adjusted Cohort Graduation Rate has been successfully updated

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Date Of Birth: 05/29/2004
<b>Student Enrollment</b>			
Enrollment Type	Transfer in from within District	School Year	2025
RCDTS for Home	123456789012345	RCDTS for Serving	123456789012345
Enrollment Grade Level	11 - Grade 11	FTE	1.00
Enrollment Date	08/13/2024	Exit Date	10/02/2024
<b>Cohort Graduation Data</b>			
1st School Year in Grade 9	2021	Enrollment Exit Type	Transfer to another public school district OUT of Illinois
			<a href="#">Edit</a>

# Adjusted Cohort Graduation Rate

## Reports Menu – Adjusted Cohort Graduation Rate – Details

The screenshot shows the Illinois State Board of Education SIS system interface. The left sidebar has a dark blue background with white text and icons. The 'Reports' icon is highlighted with a red box. The main content area has a light gray background with a white header bar. The header bar includes the Illinois State Board of Education logo, a 'Helpful Resources' link, and a 'Contact Technical Support' link. The main content area shows a list of reporting categories. The 'Adjusted Cohort' category is expanded, showing sub-options like 'Missing Courses', 'Summative Designation', 'State Reporting', and 'Report Card and Accountability Reports'. The 'Report Card and Accountability Reports' category is also expanded, showing sub-options like 'Advanced Coursework', 'Chronic Absenteeism', 'Chronic Truancy', 'College and Career Readiness', '9th Grade On Track', 'Percent 8th Graders Taking Algebra I', and 'Student Mobility'. The 'Adjusted Cohort Graduation Rate' option is highlighted with a red box. At the bottom right of the main content area, there is a red oval with the word 'Details'.

Category	Sub-Category	Summary	Details
Adjusted Cohort	Missing Courses		
	Summative Designation		
	State Reporting		
Report Card and Accountability Reports	Fall Enrollment Counts	Summary	Details
	Historical Fall Enrollment Counts (Before SY 2023)	Summary	
	Homeless Counts	Summary	
	Advanced Coursework	Summary	Details
	Chronic Absenteeism		Details
	Chronic Truancy		Details
	College and Career Readiness	Summary	Details
	9th Grade On Track		Details
	Percent 8th Graders Taking Algebra I		Details
Student Mobility	Summary	Details	
	Adjusted Cohort Graduation Rate	Summary	Details

# Adjusted Cohort Graduation Rate

## Criteria Page

[Back To Reports](#)

### Adjusted Cohort Graduation Rate (Detail)

Reporting School Year	2025
Cohort	4-Year Cohort
School	All Schools
Gender	<input checked="" type="radio"/> All <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Non-Binary
Race/Ethnicity	All Races
IDEA Services	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
FRL/Low Income Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
EL Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Homeless Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Youth in Care	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Students with Disabilities Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Migrant Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Military Connected Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Exit Code	All
Sort By	Name

[PDF](#) [Create Report](#)

## Adjusted Cohort Graduation Rate Detail Report

### School Year 2025

This Cohort Consist of Students Whose 1st Year in 9th Grade Was School Year 2022  
This report uses information from the iSTAR system to determine IDEA values

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Year In Cohort = 4 Sorted By: Student Name

#### Graduated

Graduated with regular, advanced, International Baccalaureate, or other type of diploma

Last Exited Enrollment in SIS

Student ID	Name	Gender	Race	1st School		IDEA Services	FRL	Grade	School Year	Home RCDTS	Serving RCDTS
				Year In 9th Grade	9th Grade Home RCDTS						
123456789	Test. Student	F	14	2022	123456789012345	0	0	1	12	2024	123456789012345

Total Students by Cohort Enrollment Exit Type Code: 1

Graduated: 1

# Adjusted Cohort Graduation Rate

## Adjusted Cohort Graduation Rate Recap

- All students, Grades 9-12, will need to be exited before an accurate Adjusted Cohort Graduation Rate can be calculated.
- 4-, 5-, and 6-year Cohort Graduation Rate will be included on the Illinois Report Card. Accuracy is very important.
- A SIS user can only update Adjusted Cohort Graduation Rate field (Cohort Exit Type Code) if the last enrollment was within the SIS user's district.
- The SY 2024-25 data will be final as of **July 31, 2025**.

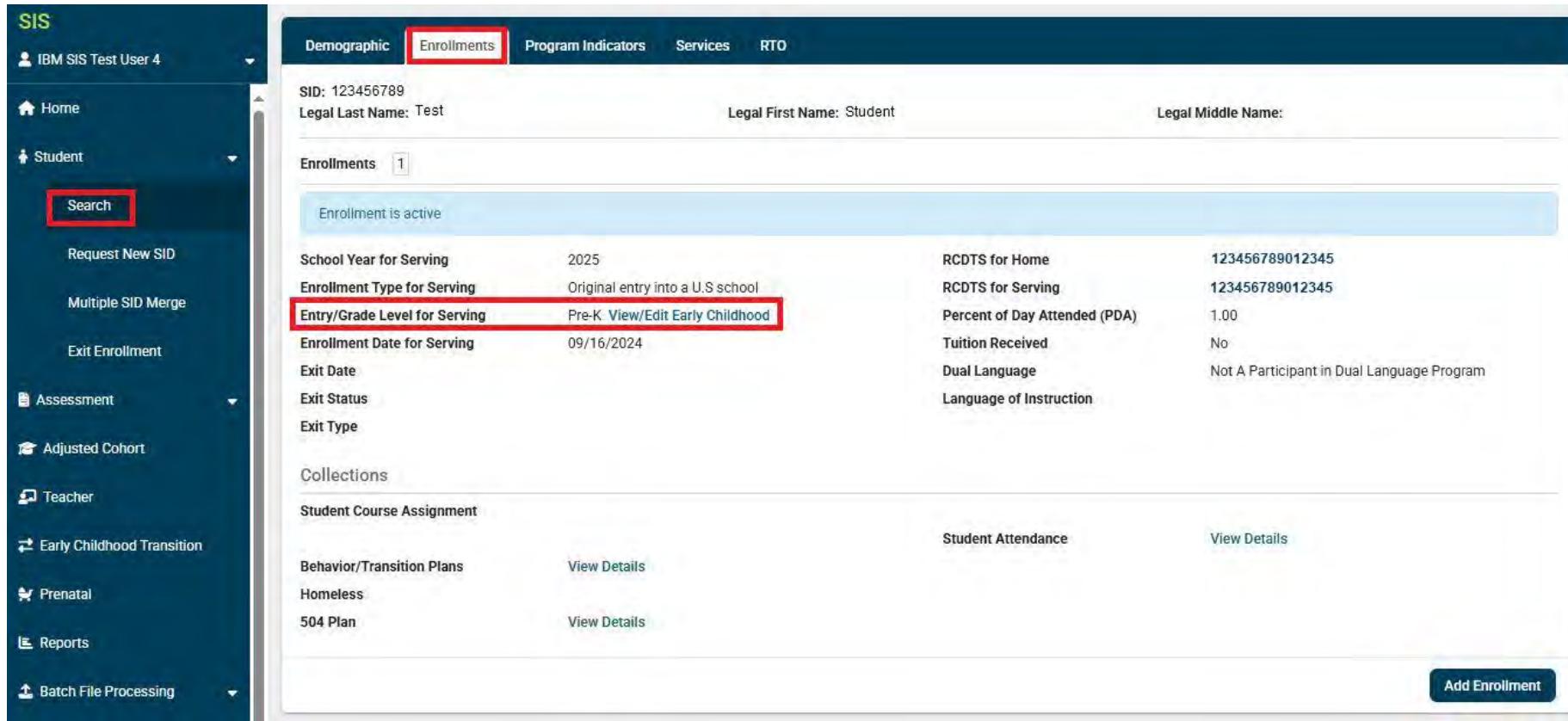


# Early Childhood Program and Providers

*Deadline: July 31, 2025*

# Early Childhood Program and Providers

Search by student: Enrollment tab, view Edit Early Childhood.



SIS

IBM SIS Test User 4

Home

Student

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing

Demographic

Enrollments

Program Indicators

Services

RTO

SID: 123456789

Legal Last Name: Test

Legal First Name: Student

Legal Middle Name:

Enrollments 1

Enrollment is active

School Year for Serving 2025

RCDS for Home 123456789012345

Enrollment Type for Serving Original entry into a U.S school

RCDS for Serving 123456789012345

Entry/Grade Level for Serving Pre-K [View/Edit Early Childhood](#)

Percent of Day Attended (PDA) 1.00

Enrollment Date for Serving 09/16/2024

Tuition Received No

Exit Date

Dual Language Not A Participant in Dual Language Program

Exit Status

Language of Instruction

Exit Type

Collections

Student Course Assignment

Student Attendance

View Details

Behavior/Transition Plans

View Details

Homeless

504 Plan

View Details

Add Enrollment

# Early Childhood Program and Providers

Early Childhood: Select '+' to add programs.

The screenshot shows a user interface for managing early childhood programs and providers. At the top, there is a header with a back button and a 'Back To Enrollment' link. Below this, there are two main sections: 'Test, Student' and '2025 Enrollment'. The 'Test, Student' section includes a student icon, SID: 123456789, and details like Grade: Pre-K, Started: 08/12/2024, and Exited Reason: (empty). The '2025 Enrollment' section includes a student icon, 2025 Enrollment, and details like Home: 123456789012345, Serving: 123456789012345, Started: 08/12/2024, and Exited Reason: (empty). Below these sections is a navigation bar with 'Indicators' and 'Programs' buttons. The 'Programs' button is highlighted with a red circle around its '+' icon. Below the navigation bar is a table with columns: Program, Location, Service, Started, Ended, Ended Reason, Providers, and Actions. The 'Actions' column contains a '+' icon, which is also circled in red. A message 'No programs have been added' is displayed in the table area.

Program	Location	Service	Started	Ended	Ended Reason	Providers	Actions
No programs have been added							

# Early Childhood Program and Providers

Create program: Add/edit program, location, service, started fields

**Create Program**

<b>Program</b>	<input type="button" value="Please select an option"/>
<b>Location</b>	<input type="button" value="Please select an option"/>
<b>Service</b>	<input type="button" value="Please select an option"/>
<b>Started</b>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value=""/>
<b>Ended</b> - Optional	<input type="text" value="mm/dd/yyyy"/> <input type="button" value=""/>
<b>Ended Reason</b> - Optional	<input type="button" value="Please select an option"/>

**Close** **Save**

# Early Childhood Program and Providers

Create program: Verify program data and select 'Save.'

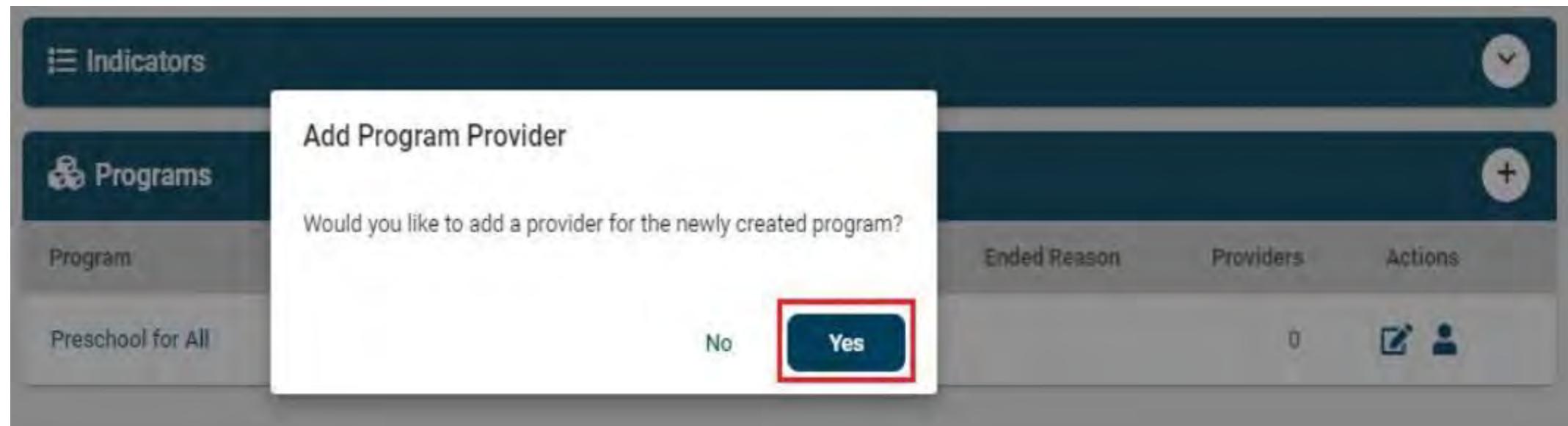
Create Program

Program	Preschool for All
Location	Public School District
Service	Full Day
Started	08/12/2024
Ended - Optional	mm/dd/yyyy
Ended Reason - Optional	Please select an option

**Save**

# Early Childhood Program and Providers

View: Program data is showing and can be edited.



# Early Childhood Program and Providers

View/add providers/teachers/service providers to the program.

Create Provider

Provider Type: Teacher

IEIN: 12345

Gateways Registry Member ID - Optional

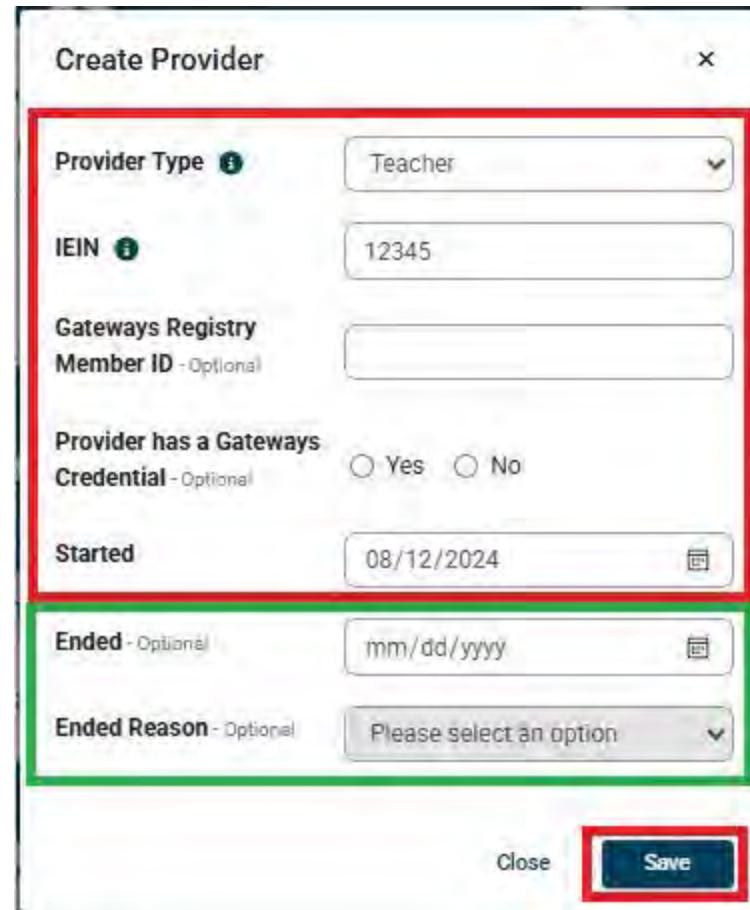
Provider has a Gateways Credential - Optional: Yes

Started: 08/12/2024

Ended - Optional: mm/dd/yyyy

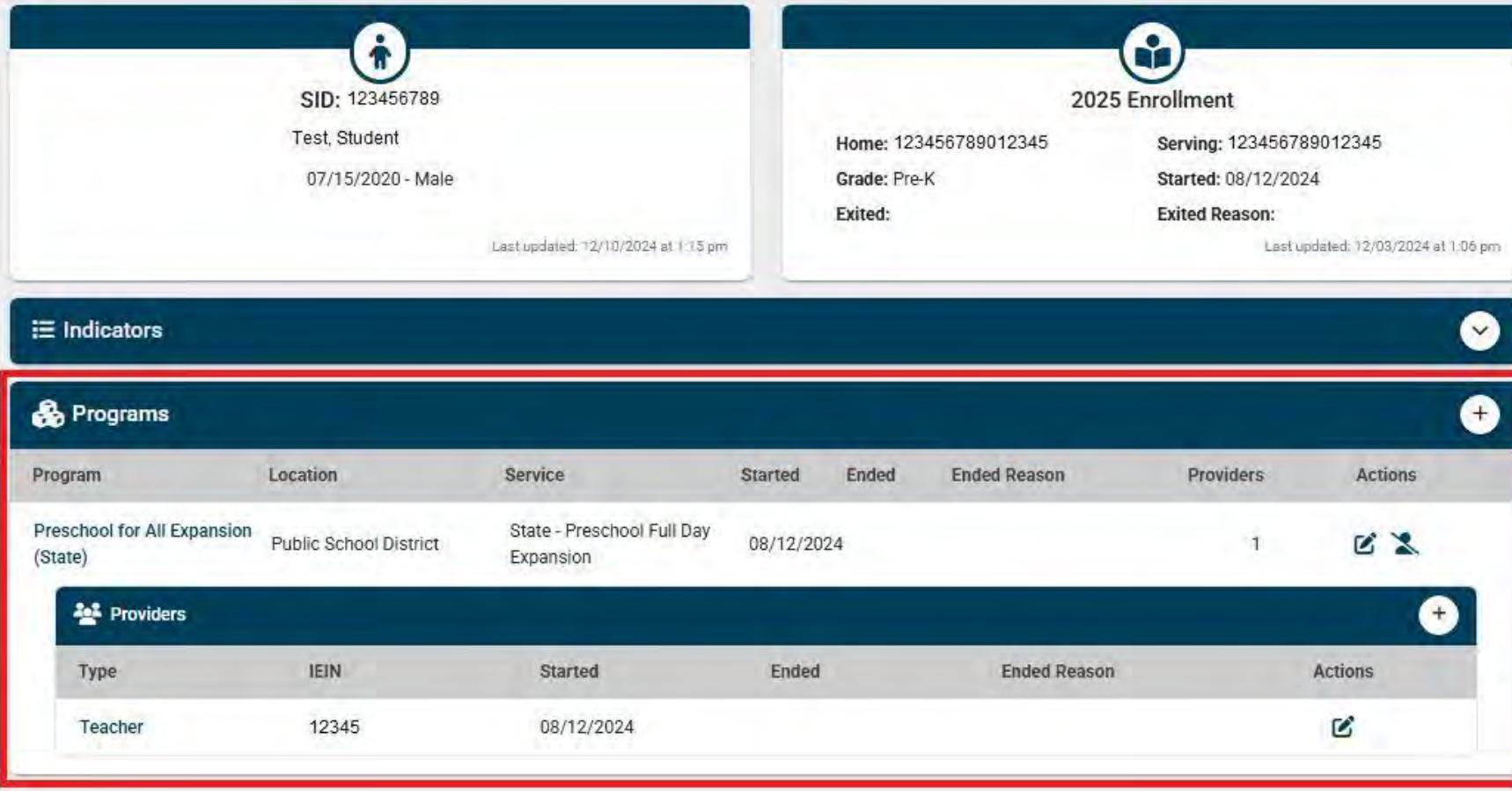
Ended Reason - Optional: Please select an option

Save



# Early Childhood Program and Providers

Early Childhood: Program and provider updated.



The screenshot displays a software interface for managing Early Childhood Program and Providers. At the top, there are two cards: a Student card on the left and an Enrollment card on the right. The Student card shows SID: 123456789, Test, Student, and 07/15/2020 - Male. The Enrollment card shows 2025 Enrollment, Home: 123456789012345, Serving: 123456789012345, Grade: Pre-K, Started: 08/12/2024, and Exited: (empty). Below these cards is a section titled 'Indicators' with a dropdown arrow. The main content area is highlighted with a red box and contains two tables: 'Programs' and 'Providers'. The 'Programs' table has columns: Program, Location, Service, Started, Ended, Ended Reason, Providers, and Actions. It shows one entry: Preschool for All Expansion (State) at Public School District with Service: State - Preschool Full Day Expansion, Started: 08/12/2024, Ended: (empty), Ended Reason: (empty), Providers: 1, and Actions: edit and delete. The 'Providers' table has columns: Type, IEIN, Started, Ended, Ended Reason, and Actions. It shows one entry: Teacher with IEIN: 12345, Started: 08/12/2024, Ended: (empty), Ended Reason: (empty), and Actions: edit.

Program	Location	Service	Started	Ended	Ended Reason	Providers	Actions
Preschool for All Expansion (State)	Public School District	State - Preschool Full Day Expansion	08/12/2024			1	 

Type	IEIN	Started	Ended	Ended Reason	Actions
Teacher	12345	08/12/2024			



# Gifted and Accelerated

*Deadline: July 31, 2025*

# Gifted and Accelerated

## Criteria

- Only Home RCDT can add/edit a Gifted and Accelerated record for a student enrolled in its district.
- Only students in Grades K-12 can have a Gifted and Accelerated record.
- Only for enrollments in SY 2019-20 or later.

To add or update a Gifted and Accelerated record – via batch or online – the student must have a valid district enrollment record in SIS by the following criteria:

- Enrollment record Home RCDT matches Gifted and Accelerated record's Home RCDT.
- Enrollment record School Year matches Gifted and Accelerated record's School Year.

Can only add/edit records for current or previous school when valid enrollment exists.

Batch templates are available.



# Gifted and Accelerated

**Accelerated Placement:** The practice of assigning a student to a specific content area at a higher instructional level than is typical, given the student's grade for the purpose of providing access to appropriately challenging learning opportunities in one or more subject areas.

- 00 – Student not in accelerated program.
- 01 – Student is accelerated for ELA only.
- 02 – Student is accelerated for math only.
- 03 – Student is accelerated for single subject other than ELA, math, or science.
- 04 – Student is accelerated for multiple subjects, but not whole grade.
- 05 – Whole grade accelerated.
- 06 – Student is accelerated for science only.
- 07 – Parent Opt-Out: Student is identified for acceleration in one or more subjects and is not enrolled in accelerated coursework or program.

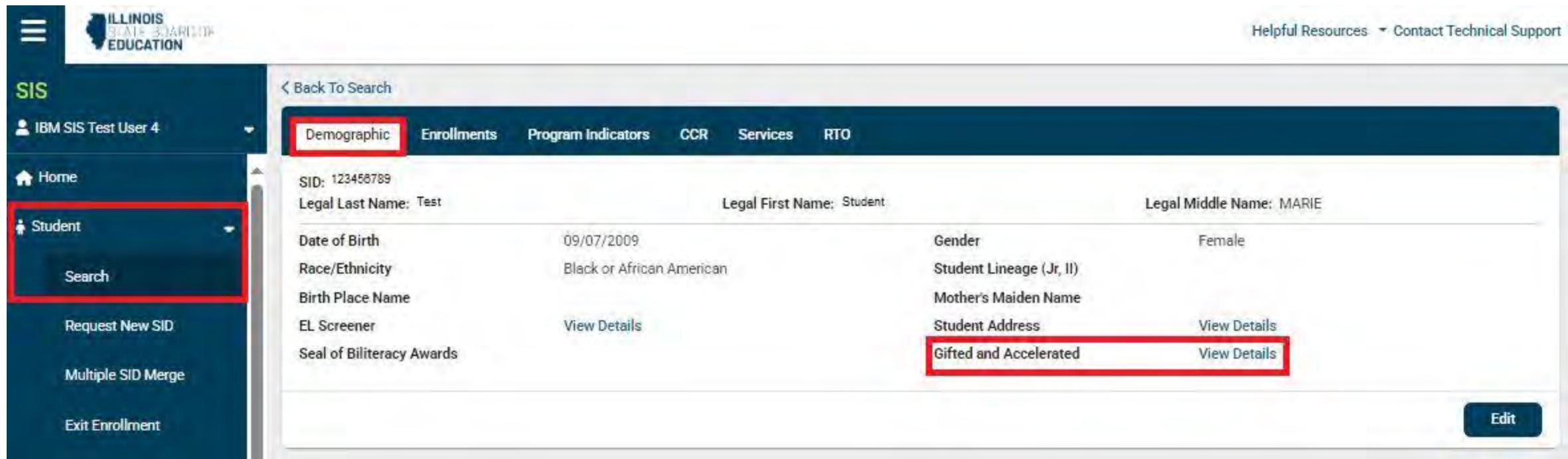
# Gifted and Accelerated

Gifted Children: "Children who give evidence of high-performance capability in areas, such as intellectual, creative, artistic, leadership capacity, or specific academic fields, and who require services or activities not ordinarily provided by the school in order to fully develop such capabilities."

- 01 - Student tested as gifted.
- 02 - Student tested as not gifted.
- 03 - Student was not tested. District does have gifted assessment.
- 04 - Student was not tested. District does *not* have gifted assessment.
- 05 – Student identified as gifted via reciprocity. (Student tested as gifted at previous district.)

# Gifted and Accelerated

Search by student: Demographic Tab – Gifted and Accelerate, select ‘View Details.’



The screenshot shows the Illinois SIS (Student Information System) interface. The left sidebar is dark blue with white text, showing a user dropdown for 'IBM SIS Test User 4', a 'Home' link, and a 'Student' section with a 'Search' button highlighted by a red box. Below these are 'Request New SID', 'Multiple SID Merge', and 'Exit Enrollment'. The main content area has a light gray background. At the top, there's a navigation bar with tabs: 'Demographic' (which is redboxed), 'Enrollments', 'Program Indicators', 'CCR', 'Services', and 'RTO'. Below the tabs, the student's information is listed: SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Legal Middle Name: MARIE. Under 'Demographic', there are fields for Date of Birth (09/07/2009), Race/Ethnicity (Black or African American), Birth Place Name, EL Screener (with a 'View Details' link), and Seal of Biliteracy Awards. The 'Gifted and Accelerated' status is listed with a 'View Details' link, which is also redboxed. A blue 'Edit' button is at the bottom right of the demographic section.

# Gifted and Accelerated

Select 'Add New' to update Gifted and Accelerated data.

[Back To Demographic](#)

### Gifted Test and Accelerated Placement

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:
<a href="#">No Gifted Accelerated Records for Student.</a>			
<a href="#">Add New</a>			

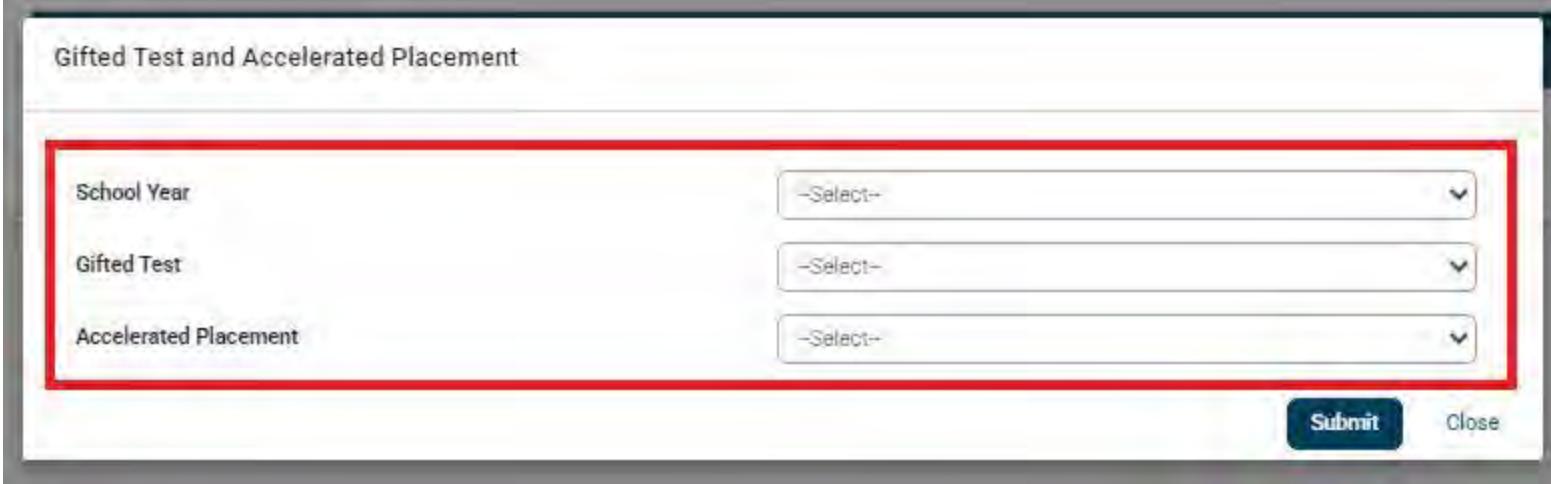
# Gifted and Accelerated

Provide School Year, Gifted Test, and Accelerated Placement.

Gifted Test and Accelerated Placement

School Year	-Select-
Gifted Test	-Select-
Accelerated Placement	-Select-

**Submit** **Close**



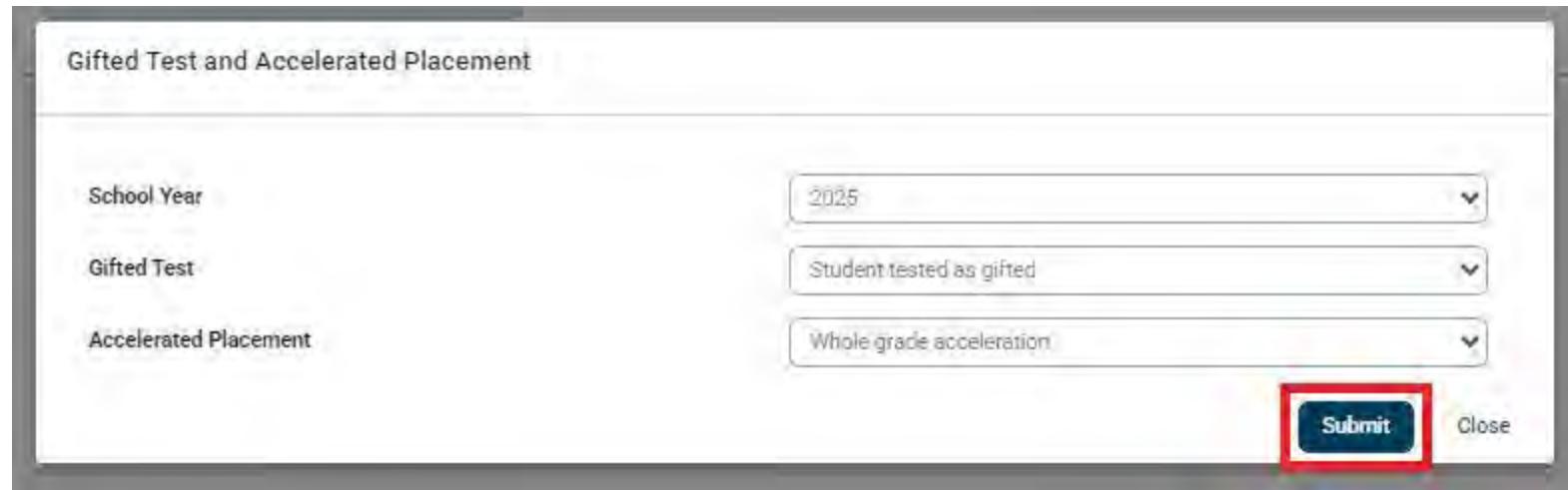
# Gifted and Accelerated

Select 'Submit.'

Gifted Test and Accelerated Placement

School Year	2025
Gifted Test	Student tested as gifted
Accelerated Placement	Whole grade acceleration

**Submit** **Close**



# Gifted and Accelerated

View Gifted and Accelerated data and select 'Edit' to update, as needed.

[Back To Demographic](#)

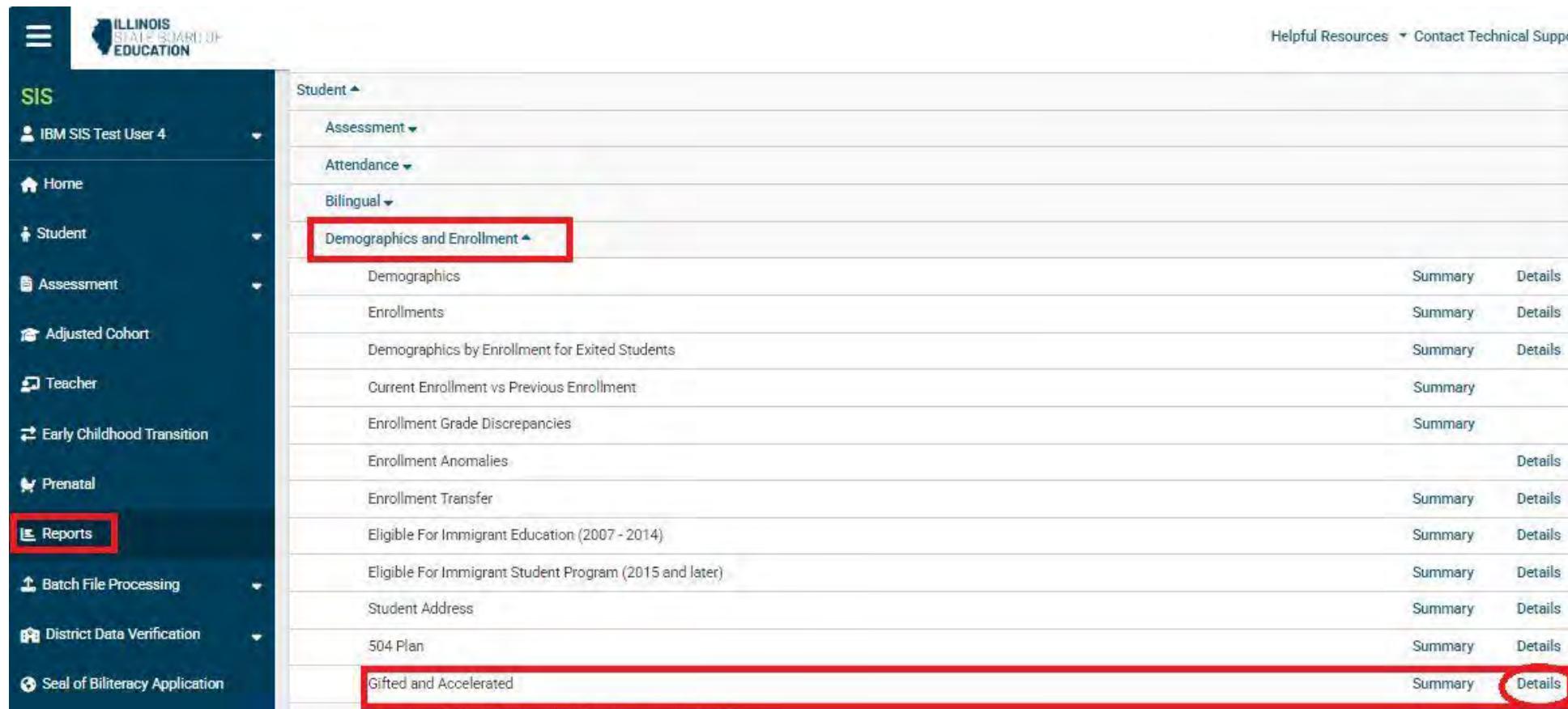
### Gifted Test and Accelerated Placement

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:	
<a href="#">Add New</a>				
School Year	Home RCDTS	Entity Name	Gifted Test	Accelerated Placement
2025	123456789012345	ISBE Test District	Student tested as gifted	Whole grade acceleration

[Edit](#)

# Gifted and Accelerated

## Gifted and Accelerated – Detail Report



The screenshot shows the Illinois SIS system interface. The left sidebar is dark blue with white text and icons. It includes a logo for the Illinois State Board of Education, a user dropdown for 'IBM SIS Test User 4', and a navigation menu with the following items: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (which is highlighted with a red box), Batch File Processing, District Data Verification, and Seal of Biliteracy Application. The main content area has a light gray header with 'Student ▲' and 'Assessment ▼'. Below this is a table with the following rows:

Demographics and Enrollment ▲	Summary	Details
Demographics	Summary	Details
Enrollments	Summary	Details
Demographics by Enrollment for Exited Students	Summary	Details
Current Enrollment vs Previous Enrollment	Summary	
Enrollment Grade Discrepancies	Summary	
Enrollment Anomalies		Details
Enrollment Transfer	Summary	Details
Eligible For Immigrant Education (2007 - 2014)	Summary	Details
Eligible For Immigrant Student Program (2015 and later)	Summary	Details
Student Address	Summary	Details
504 Plan	Summary	Details
Gifted and Accelerated	Summary	Details (which is highlighted with a red box)



# Gifted and Accelerated

## Gifted and Accelerated Detail Report – Criteria Page

[Back To Reports](#)

### Gifted and Accelerated (Detail)

School Year	Active Enrollments Only
School	All Schools
Grade	All Grades
Race/Ethnicity	All Races
EL Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Private School Student Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
IDEA Services	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
FRL/Low Income Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Homeless Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Accelerated Placement	All
Gifted Test	All
Completed	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Sort By	SID

[PDF](#) [Create Report](#)

## Gifted and Accelerated Report (Detail)

SIS Home District: 12345678901

ISBE Test District

Selection Criteria: Sorted By: Student ID

<b>Columns</b>	<b>A</b> Grade Level	<b>E</b> Private School Student	<b>I</b> Whole Grade Acceleration	<b>L</b> Accelerated Placement**
	<b>B</b> Gender	<b>F</b> IDEA Services	<b>J</b> Early Entrant to Kindergarten	<b>M</b> Gifted Test***
	<b>C</b> Race/Ethnicity*	<b>G</b> FRL/Low Income	<b>K</b> Early Entrant to First Grade	<b>N</b> Completed
	<b>D</b> EL	<b>H</b> Homeless		

Race/Ethnicity*	Accelerated Placement**	Gifted***
11 Hispanic or Latino	00 Student not in an accelerated program	01 Student tested as gifted
12 American Indian or Alaska Native	01 Student in accelerated for ELA only	02 Student tested as not-gifted
13 Asian	02 Student in accelerated for Math only	03 Student was not tested (District does have an assessment for gifted)
14 Black or African American	03 Student in accelerated for Single Subject other than ELA/Math	04 Student was not tested (District does not have an assessment for gifted)
15 Native Hawaiian or Other Pacific Islander	04 Student in accelerated for Multiple Subject's but not Whole Grade	05 Whole Grade Acceleration
16 White	05 Student in accelerated for Whole Grade	
17 Two or More Races	06 Student in accelerated for Science Only	
18 Middle Eastern or North African	07 Parent Opt Out - Student is identified for Acceleration in one or more subjects and is not enrolled in accelerated Coursework/Program	

Student ID	Student Name	Birth Date	A	B	C	D	E	F	G	H	I	J	K	L	M	N
123456789	Test, Student	06/04/2013	6	F	14	N	N	N	Y	N						N
	Home RCDTS: 123456789012345	Grade: 6														
123456789	Test, Student	01/15/2008	11	F	14	N	N	N	Y	N						N
	Home RCDTS: 123456789012345	Grade: 11														
123456789	Test, Student	11/27/2014	4	F	14	N	N	N	Y	Y						N
	Home RCDTS: 123456789012345	Grade: 4														





# Student Discipline

*Deadline: July 31, 2025*

# Student Discipline

- Student Discipline data must be submitted by any district in which disciplinary action has occurred.
  - Can be added and updated via online or batch.
- Only the Home School can view or submit Student Discipline data.
- A school that does not have discipline data will verify that in the Year End Collection, due **July 31**.
  - **July 31**: Student Discipline data will be removed from SIS.

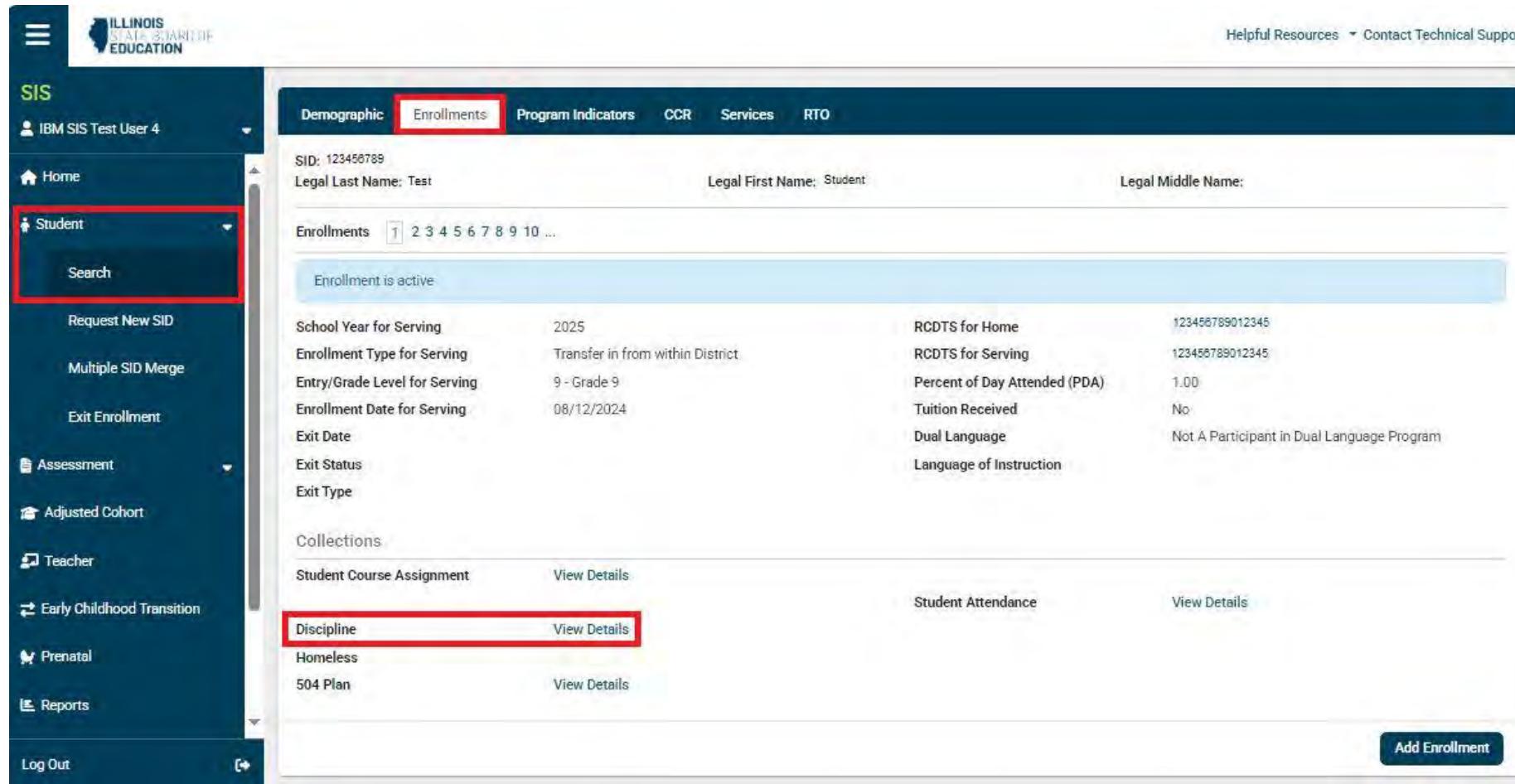
# Student Discipline

## Student Discipline Validation

- For a Student Discipline record to be added or updated, the student must have a valid Enrollment record that synchronizes with the Student Discipline record on the following elements:
  - Home RCDTS
  - Serving RCDTS
  - School Year
  - Incident Date
  - Incident Number
  - Incident Group Number
- The Incident Date must be equal to or greater than the Enrollment Date and equal to or less than the Exit Enrollment Date at the Serving School where the incident occurred.

# Student Discipline

Search by student: Enrollment tab – Discipline, select ‘View Details.’



ILLINOIS STATE BOARD OF EDUCATION

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User 4

Home

Student

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Log Out

Demographic

Enrollments

Program Indicators

CCR

Services

RTO

SID: 123456789

Legal Last Name: Test

Legal First Name: Student

Legal Middle Name:

Enrollments 1 2 3 4 5 6 7 8 9 10 ...

Enrollment is active

School Year for Serving	2025	RCDTS for Home	123456789012345
Enrollment Type for Serving	Transfer in from within District	RCDTS for Serving	123456789012345
Entry/Grade Level for Serving	9 - Grade 9	Percent of Day Attended (PDA)	1.00
Enrollment Date for Serving	08/12/2024	Tuition Received	No
Exit Date		Dual Language	Not A Participant in Dual Language Program
Exit Status		Language of Instruction	
Exit Type			

Collections

Student Course Assignment	<a href="#">View Details</a>	Student Attendance	<a href="#">View Details</a>
Discipline	<a href="#">View Details</a>		
Homeless			
504 Plan	<a href="#">View Details</a>		

[Add Enrollment](#)

# Student Discipline

Verify enrollment. Select 'Add New' to enter disciplinary action data.

[Back To Enrollment](#)

## Discipline

SID: 123456789	Legal First Name: Student	Date Of Birth: 09/07/2009	Enrollment Date: 08/12/2024
Legal Last Name: Test	Serving RCDTS: 123456789012345	School Year: 2025	Exit Date:
Home RCDTS: 123456789012345	There is no discipline data for this enrollment.		

[Add New](#)

# Student Discipline

- Edit Student Discipline data for incident and actions taken.
- Incident number connects other students to group incident.

[Back To Enrollment](#)

## Discipline

SID: 123456789	Legal First Name: Student	Date Of Birth: 09/07/2009	Enrollment Date: 08/12/2024
Legal Last Name: Test	Serving RCDTS: 123456789012345	School Year: 2025	Exit Date:
Home RCDTS: 123456789012345			
Incident Date <input type="text" value="01/13/2025"/>	Incident Type <input type="text" value="Alcohol"/>		
Incident Number <input type="text" value="01"/>	Disciplinary Action <input type="text" value="In-School Suspension"/>		
Disability Type <input type="text" value="None"/>	Disciplinary Duration <input type="text" value="1"/>		
Was more than one student involved in the incident? <input checked="" type="radio"/> Yes <input type="radio"/> No	Incident Group Number <input type="text" value="0123"/>		

[Next](#) [Cancel](#)

# Student Discipline

Student Discipline: Review data and click 'Submit.'

[Back To Enrollment](#)

## Discipline

SID: 123456789	Legal First Name: Student	Date Of Birth: 09/07/2009	Enrollment Date: 08/12/2024
Legal Last Name: Test	Serving RCDTS: 123456789012345	School Year: 2025	Exit Date:

Review Discipline details: Press CHANGE button to correct any information or Press SUBMIT button to submit your request.

Incident Date	01/13/2025	Incident Type	Alcohol
Incident Number	01	Disciplinary Action	In-School Suspension
Disability Type	None	Disciplinary Duration	1.000
Was more than one student involved in the incident?	Yes	Incident Group Number	0123

**Submit** **Change**



# Student Discipline

Student Discipline: Successfully added to student.

[Back To Enrollment](#)

## Discipline

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Date Of Birth: 09/07/2009	Enrollment Date: 08/12/2024
Home RCDTS: 123456789012345	Serving RCDTS: 123456789012345	School Year: 2025	Exit Date:	

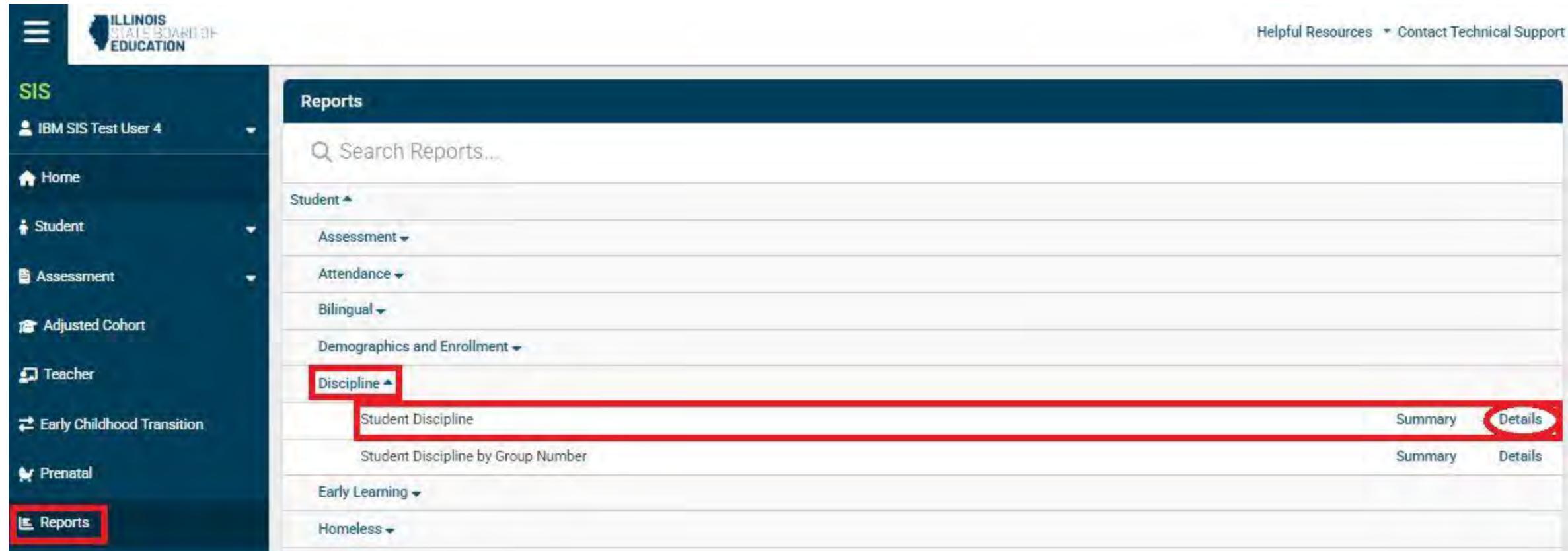
Discipline record added successfully.

Records	1		
Incident Date	01/13/2025	Incident Type	Alcohol
Incident Number	01	Disciplinary Action	In-School Suspension
Disability Type	None	Disciplinary Duration	1.000
Was more than one student involved in the incident?	Yes	Incident Group Number	0123

[Add New](#) [Edit](#)

# Student Discipline

## Student Discipline – Detail Report – By student



The screenshot shows the Illinois SIS interface. The left sidebar has a 'Reports' button highlighted with a red box. The main content area is titled 'Reports' and includes a search bar. The 'Discipline' report is listed with a red box around it and a red circle on the 'Details' button. Other reports listed include 'Student Discipline by Group Number', 'Early Learning', and 'Homeless'.

Report Type	Summary	Details
Student Discipline	Summary	Details
Student Discipline by Group Number	Summary	Details
Early Learning		
Homeless		

# Student Discipline

## Student Discipline – Detail Report – Criteria Page

[Back To Reports](#)

### Student Discipline Report (Detail)

School Year: 2025

School: All Schools

Home  Serving  Service Provider  Home But Not Serving  Serving But Not Home

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

IDEA Services:  Both  Yes  No

Disability Type: All Disability Types

Incident Type: All Incident Types

Disciplinary Action: All Disciplinary Actions

Sort By: SID

[PDF](#) [Create Report](#)

## 2025 Student Discipline Report (Detail)

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Sorted By: None Selected

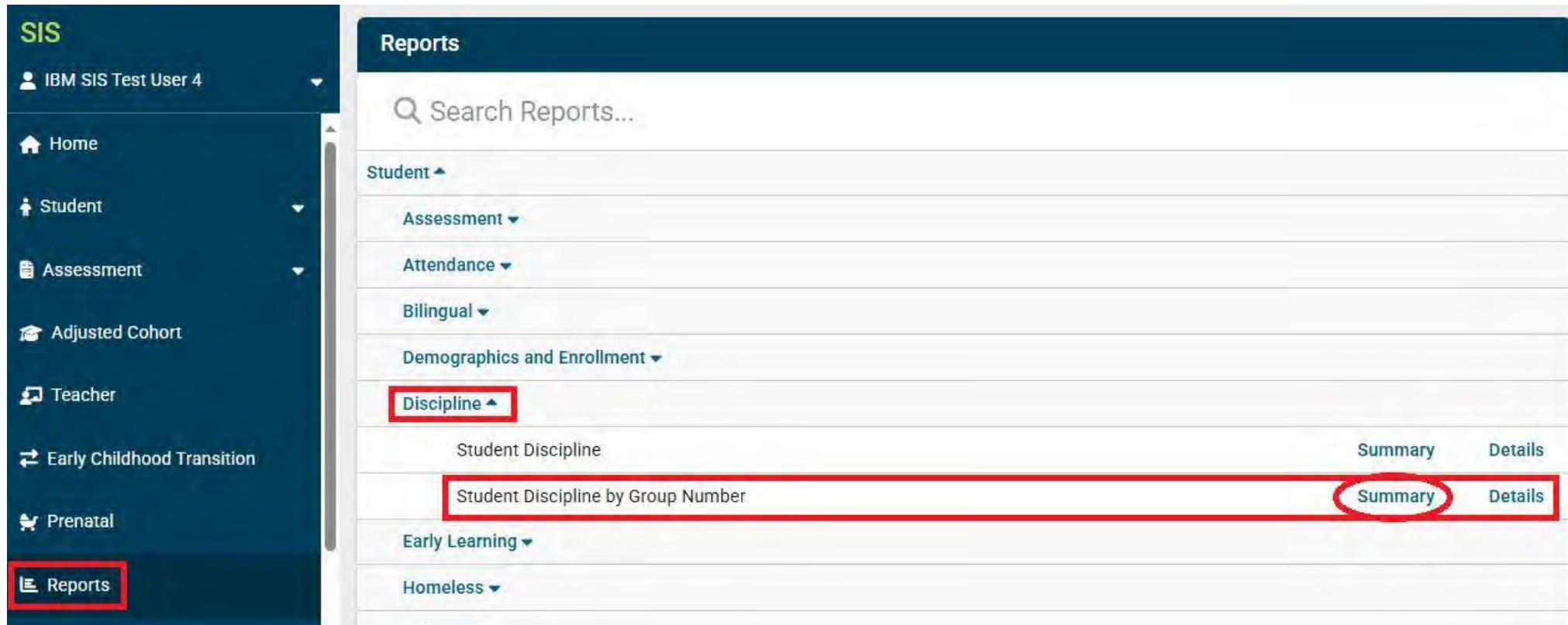
Columns	A	Race Codes	C	Grade	E	Incident Date	G	Disability Description	I	Disciplinary Action	J	Disciplinary Duration
	B	Gender Codes	D	IDEA Services	F	Incident Number	H	Incident Description				
Student ID	Student Name			Birth Date	A	B	SIS Home School	Serving School	C	D		
<b>School year: 2025</b>												
123456789	Test, Student			09/07/2009	14	F	123456789012345	123456789012345	9	N		
E: 01/13/2025	F: 01	G: None		H: Alcohol		I: In-School Suspension					J: 1.000	
123456789	Test, Student			09/01/2006	17	F	123456789012345	123456789012345	12	N		
E: 07/12/2024	F: 01	G: Emotional Disability		H: Violence without physical injury		I: In-School Suspension					J: 1.000	
E: 07/12/2024	F: 02	G: Multiple Disabilities		H: Violence without physical injury		I: Out-of School Suspension					J: 0.500	
123456789	Test, Student			09/18/2006	17	N	123456789012345	123456789012345	12	N		
E: 07/12/2024	F: 01	G: Emotional Disability		H: Violence without physical injury		I: In-School Suspension					J: 1.000	
E: 07/12/2024	F: 02	G: Multiple Disabilities		H: Violence without physical injury		I: Out-of School Suspension					J: 0.500	

Total Students: 3

Total Records: 5

# Student Discipline

## Student Discipline by Group Number – Summary Report



The screenshot shows the IBM SIS application interface. On the left is a dark sidebar with the 'SIS' logo at the top, followed by a dropdown menu showing 'IBM SIS Test User 4'. Below this are several menu items: 'Home', 'Student', 'Assessment', 'Adjusted Cohort', 'Teacher', 'Early Childhood Transition', 'Prenatal', and 'Reports'. The 'Reports' item is highlighted with a red box. The main content area has a dark header with 'Reports' and a search bar. Below the header are several dropdown menus: 'Student', 'Assessment', 'Attendance', 'Bilingual', 'Demographics and Enrollment', 'Discipline' (which is also highlighted with a red box), and 'Early Learning'. Under the 'Discipline' menu, there are two items: 'Student Discipline' and 'Student Discipline by Group Number'. The 'Student Discipline by Group Number' item is highlighted with a red box and has 'Summary' and 'Details' buttons to its right. The 'Summary' button is circled with a red oval.

# Student Discipline

## Student Discipline – Summary Report – Criteria Page

[Back To Reports](#)

### Student Discipline by Incident Group Report (Summary)

School Year

School   
 Home  Serving

Grade

Race/Ethnicity

Gender  All  Male  Female  Non-Binary

IDEA Services  Both  Yes  No

Disability Type

Incident Group Number

Incident Type Code

Disciplinary Action

## 2025 Student Discipline Report by Incident Group Number (Summary)

SIS Home District: 12345678901 ISBE Test District

Selection Criteria:

Disciplinary Duration:	All	Student Total	Discipline Total
Total Students:		3	3
Race: Two or More Races		3	3
Gender: Male		0	0
Gender: Female		1	1
Gender: Non-Binary		2	2
Grade Level: 12 - Grade 12		3	3
IDEA Services: Yes		0	0
IDEA Services: No		3	3
Disability Description: Emotional Disability		3	3
Incident Description: Violence without physical injury		3	3
Disciplinary Action: In-School Suspension		3	3
Disciplinary Duration: 1.000		3	3
Home School: 123456789012345	ISBE Test District	3	3
Serving School: 123456789012345	ISBE Test School	3	3
Incident Group Number: 111		3	1



# College Course Assignment

*Deadline: July 31, 2025*

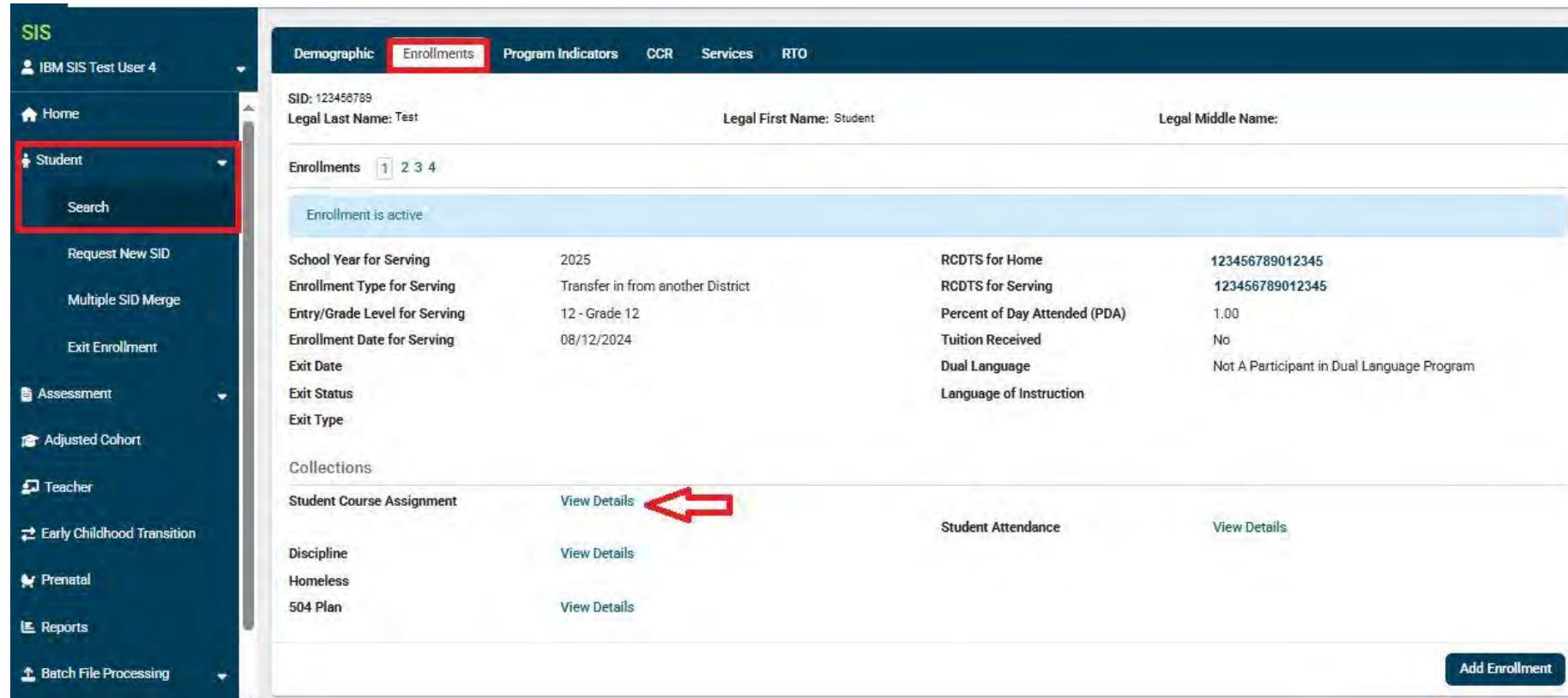
# College Course Assignment

College Course Assignments can be updated online or through the College Course Assignment batch file to include the Integrated Postsecondary Education Data System (IPEDS) number of the college providing the dual credit.

- To comply with Illinois School Code Sections 2-3.144, 10-21.4, and 34-8, high school and unit district superintendents are required to complete and submit to the Illinois State Board of Education an annual survey that documents the number of high school students taking community college courses and the names of the courses taken.
- If the college is missing from the [IPEDS data elements](#), please contact the SIS Help Desk.
- The data must be sent using the College Course Assignment template if Dual Credit = “Yes.”

# College Course Assignment

Student Enrollments tab: Select Student Course Assignment 'View Details' link.



SIS

IBM SIS Test User 4

Home

**Student** Student

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing

Demographic

**Enrollments**

Program Indicators

CCR

Services

RTO

SID: 123456789  
Legal Last Name: Test  
Legal First Name: Student  
Legal Middle Name:

Enrollments 1 2 3 4

Enrollment is active

School Year for Serving: 2025  
Enrollment Type for Serving: Transfer in from another District  
Entry/Grade Level for Serving: 12 - Grade 12  
Enrollment Date for Serving: 08/12/2024  
Exit Date  
Exit Status  
Exit Type

RCDTS for Home: 123456789012345  
RCDTS for Serving: 123456789012345  
Percent of Day Attended (PDA): 1.00  
Tuition Received: No  
Dual Language: Not A Participant in Dual Language Program  
Language of Instruction

Collections

Student Course Assignment [View Details](#) ← Student Attendance [View Details](#)

Discipline [View Details](#)

Homeless [View Details](#)

504 Plan [View Details](#)

Add Enrollment

# College Course Assignment

Select 'Edit' to add/edit courses to student enrollment.

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Middle Name:	Enrollment Date: 08/12/2024
Home RCDTS: 123456789012345	Serving RCDTS: 123456789012345	Service Provider:	School Year: 2025	Exit Date:

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Semester 1	01004A000	English/Language Arts IV (12th grade)	ABC	08/12/2024		0.500	
Semester 1	04254A000	Psychology	ABC	08/12/2024		0.500	
Semester 1	08001A000	Physical Education	ABC	08/23/2024		0.500	
Semester 1	02201A001	High School Transitional Math 4 – Quantitive Literacy and Statistics	ABC	08/23/2024		0.500	
Semester 1	15055A000	Forensic Science	ABC	08/12/2024		0.500	

[Edit](#)

# College Course Assignment

Select 'Add Course' to add courses to student enrollment.

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Subject Area: Miscellaneous

State Course: 22001A000-Standardized Test Preparation

Academic Term: S1 - Semester 1

[View State Course Catalog](#)  **Add Course**

Click 'Select' to add details for the new course.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Semester 1	01004A000	English/Language Arts IV (12th grade)	ABC	08/12/2024		0.500		Select
Semester 1	04254A000	Psychology	ABC	08/12/2024		0.500		Select
Semester 1	08001A000	Physical Education	ABC	08/23/2024		0.500		Select
Semester 1	02201A001	High School Transitional Math 4 – Quantitive Literacy and Statistics	ABC	08/23/2024		0.500		Select
Semester 1	15055A000	Forensic Science	ABC	08/12/2024		0.500		Select
Semester 1	22001A000	Standardized Test Preparation						 <b>Select</b>  <b>Delete</b>

# College Course Assignment

Populate credit, course level, start fields.  
Set Dual Credit to 'Yes.'

Populate section, course setting fields.  
Select Community College course.  
Select 'Update.'

Academic Term	Semester 1	Local Course Code
State Course Id	22001A000	Local Course Title
State Course Title	Standardized Test Preparation	Section
Credit	.5	Course Setting
Course Level	General	Traditional School Day Program
Start	08/12/2024	End
Language Course Was Taught In	English	Grade
Numeric Grade Actual		Numeric Grade Maximum
Attendance Actual		Attendance Total
Dual Credit	<input checked="" type="radio"/> Yes <input type="radio"/> No	Community College Course
Competency Based Education	<input type="radio"/> Yes <input checked="" type="radio"/> No	ISBE University
Single Parents or Pregnant Women	Yes No	Articulated Credit
		<input type="radio"/> Yes <input checked="" type="radio"/> No
		Displaced Homemaker
		Yes No

 Update Cancel

# College Course Assignment

College course was added and can be edited by clicking 'Select.' To move forward, select 'Next.'

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789  
Legal Last Name: Test  
Home RCDTS: 123456789012345  
Exit Date:

Legal First Name: Student  
Serving RCDTS: 123456789012345  
Middle Name:  
Service Provider:

Enrollment Date: 08/12/2024  
School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Subject Area: Miscellaneous  
State Course: 22001A000-Standardized Test Preparation  
Academic Term: S1 - Semester 1  
[View State Course Catalog](#) [Add Course](#)

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Semester 1	01004A000	English/Language Arts IV (12th grade)	ABC	08/12/2024		0.500		<a href="#">Select</a>
Semester 1	04254A000	Psychology	ABC	08/12/2024		0.500		<a href="#">Select</a>
Semester 1	08001A000	Physical Education	ABC	08/23/2024		0.500		<a href="#">Select</a>
Semester 1	02201A001	High School Transitional Math 4 – Quantitive Literacy and Statistics	ABC	08/23/2024		0.500		<a href="#">Select</a>
Semester 1	15055A000	Forensic Science	ABC	08/12/2024		0.500		<a href="#">Select</a>
Semester 1	22001A000	Standardized Test Preparation	ABC	08/12/2024		0.5		<a href="#">Select</a> <a href="#">Delete</a>

[Next](#) [Cancel](#)

# College Course Assignment

College course appears in the course list. Select 'Submit' to save.

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789	Legal First Name: Student	Middle Name:	Enrollment Date: 08/12/2024
Legal Last Name: Test	Serving RCDTS: 123456789012345	Service Provider:	School Year: 2025
Home RCDTS: 123456789012345			
Exit Date:			

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Semester 1	01004A000	English/Language Arts IV (12th grade)	ABC	08/12/2024		0.500	
Semester 1	04254A000	Psychology	ABC	08/12/2024		0.500	
Semester 1	08001A000	Physical Education	ABC	08/23/2024		0.500	
Semester 1	02201A001	High School Transitional Math 4 – Quantitive Literacy and Statistics	ABC	08/23/2024		0.500	
Semester 1	15055A000	Forensic Science	ABC	08/12/2024		0.500	
Semester 1	22001A000	Standardized Test Preparation	ABC	08/12/2024		0.5	

 [Submit](#) [Change](#) [Cancel](#)

# College Course Assignment

Message indicates course was successfully updated.

[◀ Back To Enrollment](#)

## Student Course Assignment

SID:123456789	Legal First Name: Student	Middle Name:	Enrollment Date: 08/12/2024
Legal Last Name: Test	Serving RCDTS: 123456789012345	Service Provider:	School Year: 2025
Home RCDTS: 123456789012345			
Exit Date:			

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

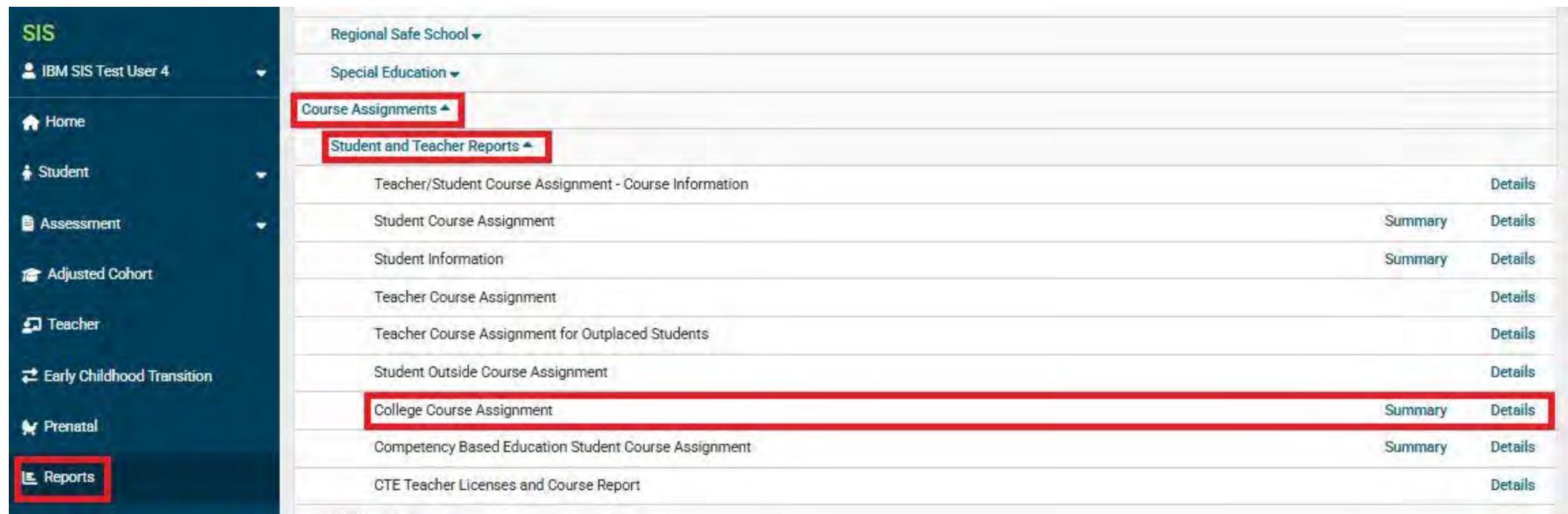
The course assignment has been successfully updated.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Semester 1	01004A000	English/Language Arts IV (12th grade)	ABC	08/12/2024		0.500	
Semester 1	04254A000	Psychology	ABC	08/12/2024		0.500	
Semester 1	08001A000	Physical Education	ABC	08/23/2024		0.500	
Semester 1	22001A000	Standardized Test Preparation	ABC	08/12/2024		0.500	
Semester 1	02201A001	High School Transitional Math 4 – Quantitive Literacy and Statistics	ABC	08/23/2024		0.500	
Semester 1	15055A000	Forensic Science	ABC	08/12/2024		0.500	

[Edit](#)

# College Course Assignment

## College Course Assignment – Details Report



The screenshot shows the IBM SIS application interface. The left sidebar has a dark blue background with white icons and text. The 'Reports' icon is highlighted with a red box. The main content area has a light gray background. At the top, there are dropdown menus for 'Regional Safe School', 'Special Education', and 'Course Assignments'. The 'Course Assignments' menu is also highlighted with a red box. Below it is a sub-menu for 'Student and Teacher Reports', also highlighted with a red box. The main list of reports includes: Teacher/Student Course Assignment - Course Information (Details), Student Course Assignment (Summary, Details), Student Information (Summary, Details), Teacher Course Assignment (Details), Teacher Course Assignment for Outplaced Students (Details), Student Outside Course Assignment (Details), College Course Assignment (Summary, Details), Competency Based Education Student Course Assignment (Summary, Details), and CTE Teacher Licenses and Course Report (Details). The 'College Course Assignment' report is the final item in the list and is also highlighted with a red box.

Report Type	Summary	Details
Teacher/Student Course Assignment - Course Information		Details
Student Course Assignment	Summary	Details
Student Information	Summary	Details
Teacher Course Assignment		Details
Teacher Course Assignment for Outplaced Students		Details
Student Outside Course Assignment		Details
<b>College Course Assignment</b>	<b>Summary</b>	<b>Details</b>
Competency Based Education Student Course Assignment	Summary	Details
CTE Teacher Licenses and Course Report		Details

# College Course Assignment

## College Course Assignment – Details Report – Criteria Page

[Back To Reports](#)

### College Course Assignment - Course Information (Detail)

School Year: 2025

School: All Schools

Home  Serving

Grade: All Grades

Subject Area: All Subject Areas

State Course Code: All State Courses for selected Subject

Academic Term: All Academic Terms

Course Setting: All Course Settings

Course Level: All Course Levels

Articulated Credit:  Both  Yes  No

CTE Course:  Both  Yes  No

Private School Student Indicator:  Both  Yes  No

PDF

## 2025 College Course Assignment - Course Information (Detail)

SIS Home District: 12345678901

ISBE Test District

Selection Criteria:

---

### IPEDS #: 010101 - ISBE University

---

Term	State Course Code	Section		State Course Title										
Semester 1	22001A000	ABC		Standardized Test Preparation										
Student ID	Student Name	Birth Date	Private School	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Articulated	End Date	Grade A/T	Attend A/T	Final
123456789	Test, Student	05/12/2007	No	123456789012345	12	General	Traditional	0.500	08/12/2024	No		/	/	

Total Students In This Section: 1



# Outside Course Assignment

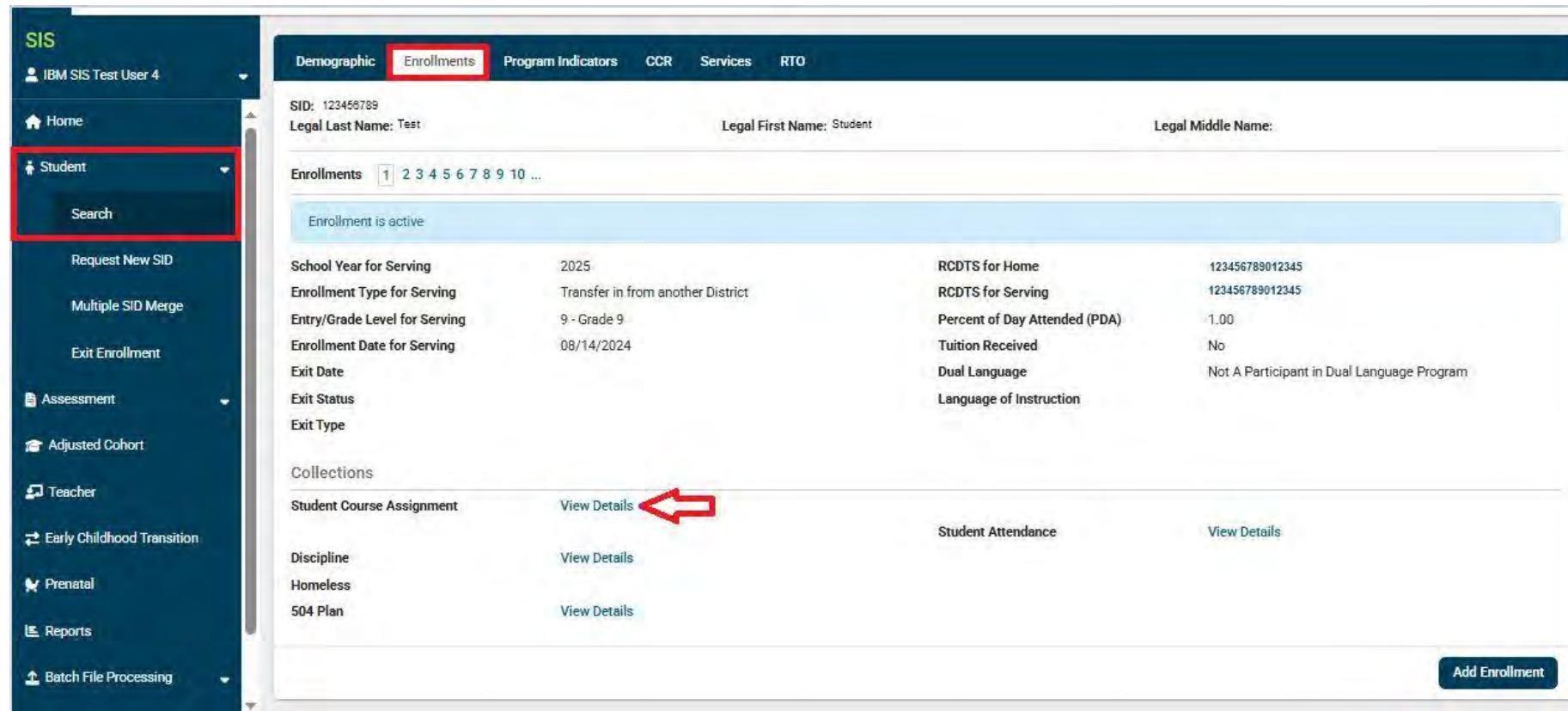
*Deadline: July 31, 2025*

# Outside Course Assignment

- Outside Course Assignments are optional for Grades 9-12
- Outside courses must be submitted if they are entered on the local transcript.
- Facility where the outside course was taught:
  - Out-of-state public district
  - Nonpublic school district
  - Out-of-country (student *not* born in any of the 50 states, District of Columbia, Puerto Rico, or the U.S. Virgin Islands)
  - Home School
  - Other (courses from other sources, Illinois Virtual School, correspondence course, etc.)
- Student must be actively enrolled in the home district to add Outside Course Assignments.

# Outside Course Assignment

Enrollments tab: Select Student Course Assignment 'View Details' link.



SIS

IBM SIS Test User 4

Home

Student

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing

Demographic

Enrollments

Program Indicators

CCR

Services

RTO

SID: 123456789  
Legal Last Name: Test  
Legal First Name: Student  
Legal Middle Name:

Enrollments 1 2 3 4 5 6 7 8 9 10 ...

Enrollment is active

School Year for Serving	2025	RCDTS for Home	123456789012345
Enrollment Type for Serving	Transfer in from another District	RCDTS for Serving	123456789012345
Entry/Grade Level for Serving	9 - Grade 9	Percent of Day Attended (PDA)	1.00
Enrollment Date for Serving	08/14/2024	Tuition Received	No
Exit Date		Dual Language	Not A Participant in Dual Language Program
Exit Status		Language of Instruction	
Exit Type			

Collections

Student Course Assignment	<a href="#">View Details</a>	Student Attendance	<a href="#">View Details</a>
Discipline	<a href="#">View Details</a>		
Homeless			
504 Plan	<a href="#">View Details</a>		

Add Enrollment

# Outside Course Assignment

Select 'Outside Course Assignment' link.

[« Back To Enrollment](#)

## Student Course Assignment

SID: 123456789  
Legal Last Name: Test  
Home RCDTS: 123456789012345  
Exit Date:

Legal First Name: Student  
Serving RCDTS: 123456789012345

Middle Name:   
Service Provider:

Enrollment Date: 08/14/2024  
School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

No Courses Assigned

[Edit](#)

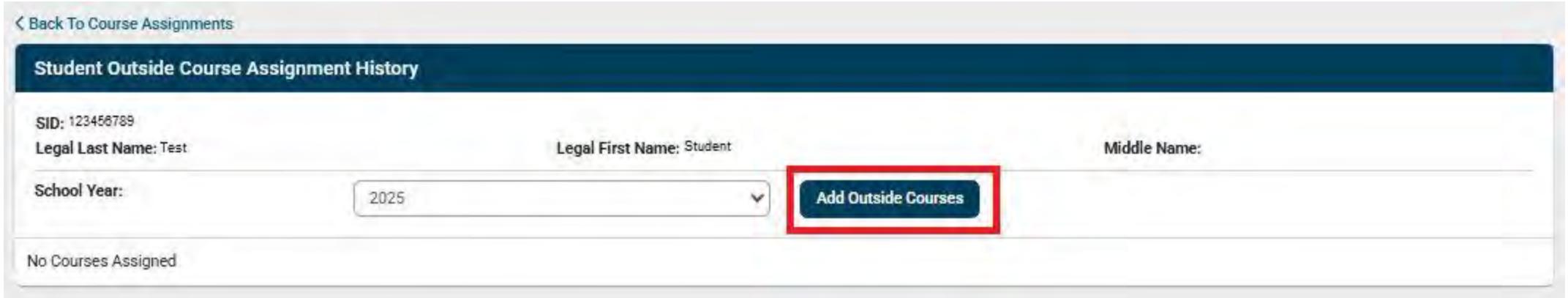
# Outside Course Assignment

Select 'Add Outside Courses.'

[\*\*< Back To Course Assignments\*\*](#)

**Student Outside Course Assignment History**

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Middle Name:
School Year:	2025	<b>Add Outside Courses</b>	
No Courses Assigned			



# Outside Course Assignment

Select 'Edit.'

[Back To Outside Course Assignments](#)

## Student Outside Course Assignment

SID: 123456789  
Legal Last Name: Test  
School Year: 2025

Legal First Name: Student  
Middle Name:

Outside Course Assignment provides the ability to submit courses from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course. Please do NOT submit courses taught while enrolled in an Illinois Public School!

Term 1  
No Courses Assigned

Term 2  
No Courses Assigned

Term 3  
No Courses Assigned

**Edit**

# Outside Course Assignment

Populate fields, including semester. Select 'Add Course.'

[Back To Outside Course Assignments](#)

## Student Outside Course Assignment

SID: 123456789 Legal Last Name: Test Legal First Name: Student Middle Name:

School Year: 2025

Outside Course Assignment provides the ability to submit courses from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course. Please do NOT submit courses taught while enrolled in an Illinois Public School!

Outside Facility Type:

Outside Facility Name:

Grade Level:

Subject Area:

State Course: 01001A000-English/Language Arts I (9th gra...  ⓘ

Semester:  Term 1  Term 2  Term 3

[View State Course Catalog](#) 

[Term 1](#)

# Outside Course Assignment

Review the added course(s). Click 'Select' to add details.

Term 1

State Course Id	State Course Title	Facility Type	Credit	Grade	Submitted By RCDTS	Action
01001A000	English/Language Arts I (9th grade)	Out-of-State			123456789012345	<a href="#">Select</a> <a href="#">Delete</a>

# Outside Course Assignment

Populate the required fields. Select 'Update.'

Term 1						
State Course Id	State Course Title	Facility Type	Credit	Grade	Submitted By RCDTS	Action
State Course Id	01001A000					
State Course Title	English/Language Arts I (9th grade)					
Section						
Local Course Code						
Local Course Title						
Facility Type	Out-of-State					
Facility Name	School Name					
Submitted By RCDTS	123456789012345					
Dual Credit	<input type="radio"/> Yes <input checked="" type="radio"/> No					
Articulated Credit				<input type="radio"/> Yes <input checked="" type="radio"/> No		
Attendance Actual						
Attendance Total						
Numeric Grade Actual						
Numeric Grade Maximum						
Displaced Homemaker	<input type="radio"/> Yes <input checked="" type="radio"/> No					
Single Parents or Pregnant Women				<input type="radio"/> Yes <input checked="" type="radio"/> No		

A red box highlights the 'Section' field in the first row of the table. A red arrow points to the 'Update' button in the top right corner of the form area.

# Outside Course Assignment

Review details. Select 'Next.'

Term 1

State Course Id	State Course Title	Facility Type	Credit	Grade	Submitted By RCDTS	Action
01001A000	English/Language Arts I (9th grade)	Out-of-State	0.500	B	123456789012345	<a href="#">Select</a> <a href="#">Delete</a>

Term 2

No Courses Assigned

Term 3

No Courses Assigned

[Next](#)

[Cancel](#)

# Outside Course Assignment

Select 'Submit.'

[Back To Outside Course Assignments](#)

## Student Outside Course Assignment

SID: 123456789  
Legal Last Name: Test  
School Year: 2025

Legal First Name: Student  
Middle Name:

Outside Course Assignment provides the ability to submit courses from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course. Please do NOT submit courses taught while enrolled in an Illinois Public School!

State Course Id	State Course Title	Facility Type	Credit	Grade	Submitted By RCCTS
01001A000	English/Language Arts I (9th grade)	Out-of-State	0.500	B	123456789012345

Term 1

Term 2

No Courses Assigned

Term 3

No Courses Assigned

**Submit** **Change** **Cancel**



# Outside Course Assignment

Message indicates course assignment was successfully updated.

[Back To Outside Course Assignments](#)

## Student Outside Course Assignment

SID: 123456789  
Legal Last Name: Test  
School Year: 2025

Legal First Name: Student  
Middle Name:

Outside Course Assignment provides the ability to submit courses from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course. Please do NOT submit courses taught while enrolled in an Illinois Public School!

The course assignment has been successfully updated.

Term 1					
State Course Id	State Course Title	Facility Type	Credit	Grade	Submitted By RCDTS
01001A000	English/Language Arts I (9th grade)	Out-of-State	0.50	B	123456789012345

# Outside Course Assignment

## Outside Course Assignment – Details Report

The screenshot shows the SIS application interface. The left sidebar contains navigation links: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The 'Reports' link is highlighted with a red box. The main content area shows a list of course assignment reports. The 'Student Outside Course Assignment' report is highlighted with a red box. The list includes:

Report Name	Summary	Details
Teacher/Student Course Assignment - Course Information		Details
Student Course Assignment	Summary	Details
Student Information	Summary	Details
Teacher Course Assignment		Details
Teacher Course Assignment for Outplaced Students		Details
<b>Student Outside Course Assignment</b>		Details
College Course Assignment	Summary	Details
Competency Based Education Student Course Assignment	Summary	Details
CTE Teacher Licenses and Course Report		Details

# Outside Course Assignment

## Outside Course Assignment – Details Report – Criteria Page

[Back To Reports](#)

### Student Outside Course Assignment

School Year: 2025

School: All Schools

Home  Serving  Home But Not Serving  Serving But Not Home

Grade: All Grades

Subject Area: All Subject Areas

Academic Term: All Academic Terms

Course Setting: All Course Settings

Course Level: All Course Levels

Articulated Credit:  Both  Yes  No

Dual Credit:  Both  Yes  No

CTE Course:  Both  Yes  No

PDF

## 2025 Student Outside Course Assignment - Student Information Report (Detail)

SIS Home District: 12345678901 ISBE Test District

Selection Criteria:

Student ID	Student Name	Birth Date	School Submitting Information					
123456789	Test, Student	08/28/2008	123456789012345					
State Course Code-Title	Local Course Code-Title	Term	Section	Course Level	Course Setting	Grade Level		
01001A000 English/Language Arts I (9th grade)		Term 1	ABC	General	Traditional	09		
Facility Type	Facility Name	School Year	Dual	Articulated	Start Date	End Date	Credit	Final
Out-of-State	School Name	2025	No	No	08/14/2024	12/18/2024	0.500	B

Total Unique Students: 1



# Student Course Assignment

*Deadline: July 31, 2025*



# Student Course Assignment

## Student Course Assignment Validations

- Student Course Assignment can be added or updated online or via batch file.
- The Home, Serving, and Service Provider District *can* submit Student Course Assignment data.
  - The Home District is ultimately responsible for ensuring data is collected.
  - The Home, Serving, and Service Provider Districts *must communicate* to determine who is entering the data.
- Student does NOT need to be actively enrolled at the time of submission.
- Serving School and Service Provider School can only view/edit courses for students they are serving.

# Student Course Assignment

## Student Course Assignment Validations

To add or to update a student record, the student must have a valid district enrollment record in SIS with the following characteristics:

- Enrollment record Home RCDTS matches Student Course Assignment record Home RCDTS.
- Enrollment record Serving RCDTS matches Student Course Assignment record Serving RCDTS.
- Enrollment School Year matches Student Course Assignment School Year.
- Course Start Date must be equal to or greater than the Student's Enrollment Date.
- Course End Date must be equal to or less than the Student's Exit Enrollment Date.
- Enrollment Exit/Withdrawal Type does not equal Code 99 (Erroneous Enrollment).

# Student Course Assignment

## Validations

- A school can view and edit all Student Course Assignment data for the enrollments in which it is identified as the Home, Serving, or Service Provider School.
- SIS ensures active enrollments can view all Student Course Assignments:
  - Once the student is enrolled, all past assignments can be viewed.
- Student Course Assignment data can only be entered on students in Grades K-12.

The following elements must match to update the Student Course Assignment record:

- SID
- Home RCDTS
- Serving RCDTS
- School Year
- Term
- State Course Code
- Section Number

# Student Course Assignment

July 31, 2025, by 4 p.m.

- Submit Student Course Assignments with End Date/Final Grade.
- Submit College Course Assignments.
- Submit Teacher Course Assignment Entry Records.
- Verify Teacher and Student Course Assignments.

Student Course Assignment Resources:

- [Student Course Assignment Catalog \(K-12\)](#)

# Student Course Assignment

Use the correct course code when providing high school credit.

- Districts should use the Course Code they utilize for high school students in the course when students below ninth grade are receiving high school credit.
- The Home, Serving, and Service Provider *can* all submit Student Course Assignment data.
- The Home District is ultimately responsible for ensuring data is collected; the Home, Serving, and Service Provider Districts must communicate to determine who is entering the data.
- Serving School and Service Provider School can only view/edit courses for students they are serving.

# Student Course Assignment

## Term Definitions

<b>Y: Year Long</b>	<b>S: Semester</b>	<b>T: Trimester</b>	<b>Q: Quarter</b>
Y1 = Year Long (K – 8 only) Y2 = Year Long Summer (K – 8 only)	S1 = Semester 1 S2 = Semester 2 S3 = Semester Summer	T1 = Trimester 1 T2 = Trimester 2 T3 = Trimester 3 T4 = Trimester Summer	Q1 = Quarter 1 Q2 = Quarter 2 Q3 = Quarter 3 Q4 = Quarter 4 Q5 = Quarter Summer

# Student Course Assignment

When a student enrollment is exited, the following grades will be applied.

Code	Definition	Pre-K	Prior to Secondary Courses (K-2)	Prior to Secondary Courses (3-8)	Secondary Courses
2	Transfer to another public school within the district	31	N (26)	N (26)	W (17)
3	Transfer to Home Schooled	31	N (26)	N (26)	W (17)
4	Transfer to Private School	31	N (26)	N (26)	W (17)
5	Promotion	31	P (24)	Must be Provided	Must be Provided
6	Graduated				Must be Provided
7	Death	31	N (26)	N (26)	W (17)
8	Expulsion	31	N (26)	N (26)	W (17)
9	Dropped Out	31	N (26)	N (26)	W (17)
10	Transfer to GED program		N (26)	N (26)	W (17)
11	Moved, not known to be continuing	31	N (26)	N (26)	W (17)
12	Retained in same grade or demoted to a lower grade	31	R (25)	Must be Provided	Must be Provided
14	Aged Out				W (17)
15	Certificate of Completion				W (17)
16	Victim of a Violent Crime	31	N (26)	N (26)	W (17)
17	Change in Serving School or Percent of Day Attended	31	N (26)	N (26)	W (17)
18	Moved Out of the United States	31	N (26)	N (26)	W (17)
19	Transfer to another public school district out of Illinois	31	N (26)	N (26)	W (17)
20	Transfer to another public school district in Illinois	31	N (26)	N (26)	W (17)
99	Erroneous enrollment	99	99	99	99

# Student Course Assignment

Enrollments tab: Select Student Course Assignment 'View Details' link.

SID: 123456789  
Legal Last Name: Test  
Legal First Name: Student  
Legal Middle Name:

Enrollment is active			
School Year for Serving	2025	RCDTS for Home	123456789012345
Enrollment Type for Serving	Re-entry to the same school	RCDTS for Serving	123456789012345
Entry/Grade Level for Serving	11 - Grade 11	Percent of Day Attended (PDA)	1.00
Enrollment Date for Serving	08/19/2024	Tuition Received	No
Exit Date		Dual Language	Not A Participant in Dual Language Program
Exit Status		Language of Instruction	
Exit Type			
Collections			
Student Course Assignment	<a href="#">View Details</a>	Student Attendance	<a href="#">View Details</a>
Discipline	<a href="#">View Details</a>		
Homeless	<a href="#">View Details</a>		
504 Plan	<a href="#">View Details</a>		

[Add Enrollment](#)

# Student Course Assignment

Select 'Edit' to add/edit courses to student enrollment.

[« Back To Enrollment](#)

## Student Course Assignment

SID: 123456789	Legal First Name: Student	Middle Name:	Enrollment Date: 08/19/2024
Legal Last Name: Test	Serving RCDTS: 123456789012345	Service Provider:	School Year: 2025
Home RCDTS: 123456789012345			
Exit Date:			

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

No Courses Assigned

[Edit](#)

# Student Course Assignment

Update Student Course data. Select 'Add Course' to add.

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789  
Legal Last Name: Test  
Home RCDTS: 123456789012345  
Exit Date:

Legal First Name: Student  
Serving RCDTS: 123456789012345  
Middle Name:  
Service Provider:  
Enrollment Date: 08/19/2024  
School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Subject Area: English Language And Literature  
State Course: 01001A000-English/Language Arts I (9th grade)  
Academic Term: S1 - Semester 1

[View State Course Catalog](#)   

**Add Course** 

No Courses Assigned

**Next** **Cancel**

# Student Course Assignment

Student Course is now listed. Click 'Select' to complete required course data.

[\*\*< Back To Enrollment\*\*](#)

## Student Course Assignment

SID: 123456789  
Legal Last Name: Test  
Home RCDS: 123456789012345  
Exit Date:

Legal First Name: Student  
Serving RCDS: 123456789012345

Middle Name:  
Service Provider:  
Enrollment Date: 08/19/2024  
School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Subject Area: English Language And Literature  
State Course: 01001A000-English/Language Arts I (9th grade)  
Academic Term: S1 - Semester 1

[View State Course Catalog](#) [Add Course](#)

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Semester 1	01001A000	English/Language Arts I (9th grade)						 <a href="#">Select</a> <a href="#">Delete</a>

[Next](#) [Cancel](#)

# Student Course Assignment

Update required course data -- credit, course level, start, section, course setting.

End and grade fields need to be updated at the end of course.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Academic Term	Semester 1							
State Course Id	01001A000		Local Course Code					
State Course Title	English/Language Arts I (9th grade)		Local Course Title					
Credit			Section					
Course Level	- Select -		Course Setting	- Select -				
Start			End					
Language Course Was Taught In	- Select -		Grade	- Select -				
Numeric Grade Actual			Numeric Grade Maximum					
Attendance Actual			Attendance Total					
Dual Credit	<input type="radio"/> Yes <input checked="" type="radio"/> No		Community College Course	- Select -				
Competency Based Education	<input type="radio"/> Yes <input checked="" type="radio"/> No		Articulated Credit	<input type="radio"/> Yes <input checked="" type="radio"/> No				
Single Parents or Pregnant Women	Yes No		Displaced Homemaker	Yes No				
<div style="text-align: right;"><input type="button" value="Update"/> <input type="button" value="Cancel"/></div>								

# Student Course Assignment

Select 'Next' when all Student Courses have all been added/updated for student.

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789  
Legal Last Name: Test  
Home RCDTS: 123456789012345  
Exit Date:

Legal First Name: Student  
Serving RCDTS: 123456789012345  
Middle Name:  
Service Provider:  
Enrollment Date: 08/19/2024  
School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Subject Area: English Language And Literature  
State Course: 01001A000-English/Language Arts I (9th grade)  
Academic Term: S1 - Semester 1

[View State Course Catalog](#)  [Add Course](#)

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Semester 1	01001A000	English/Language Arts I (9th grade)	ABC	08/19/2024		1.0		<a href="#">Select</a> <a href="#">Delete</a>

 [Next](#) [Cancel](#)

# Student Course Assignment

Review Student Courses as listed. Select 'Submit.'

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789

Legal Last Name: Test

Home RCDTS: 123456789012345

Exit Date:

Legal First Name: Student

Serving RCDTS: 123456789012345

Middle Name:

Service Provider:

Enrollment Date: 08/19/2024

School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Semester 1	01001A000	English/Language Arts I (9th grade)	ABC	08/19/2024		1.0	

Submit

Change

Cancel



# Student Course Assignment

Student Course Assignment has been successfully updated.

[Back To Enrollment](#)

## Student Course Assignment

SID: 123456789

Legal Last Name: Test

Home RCDTS: 123456789012345

Exit Date:

Legal First Name: Student

Serving RCDTS: 123456789012345

Middle Name:

Service Provider:

Enrollment Date: 08/19/2024

School Year: 2025

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

The course assignment has been successfully updated.

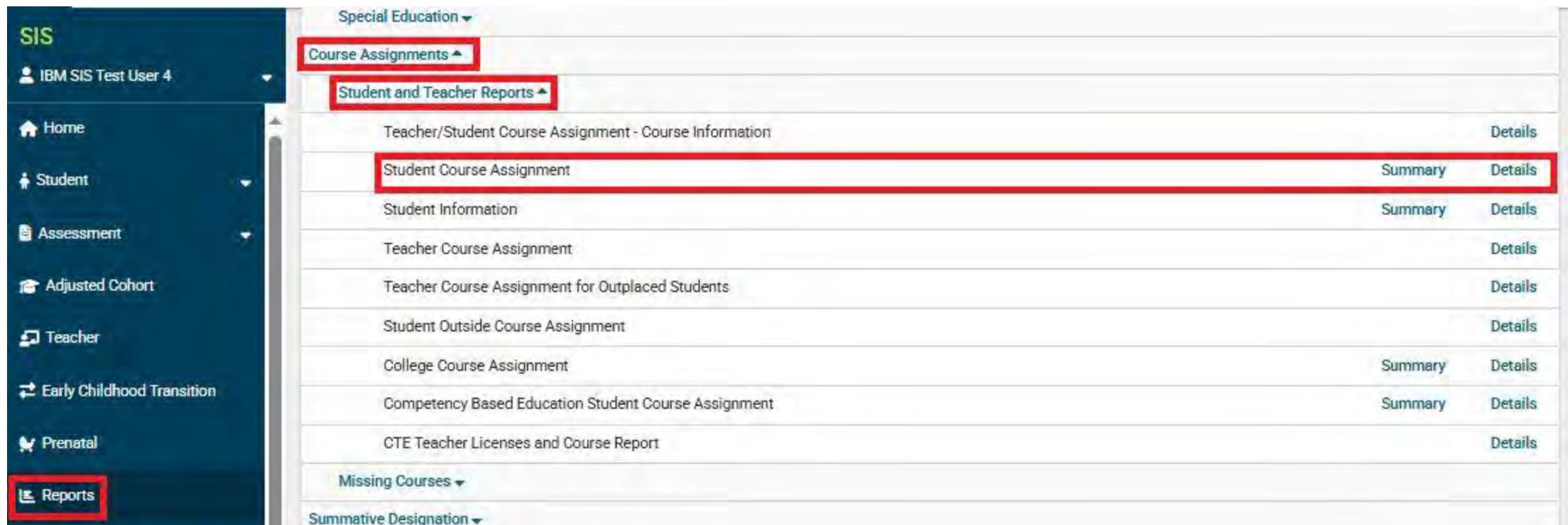
Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Semester 1	01001A000	English/Language Arts I (9th grade)	ABC	08/19/2024		1.000	

[Edit](#)



# Student Course Assignment

## Student Course Assignment – Details Report



The screenshot shows the SIS (Student Information System) interface. The left sidebar contains navigation links: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The 'Reports' link is highlighted with a red box. The main content area is titled 'Special Education' and contains two sub-sections: 'Course Assignments' and 'Student and Teacher Reports', both of which are highlighted with red boxes. Below these are several report options: Teacher/Student Course Assignment - Course Information, Student Course Assignment (which is highlighted with a red box), Student Information, Teacher Course Assignment, Teacher Course Assignment for Outplaced Students, Student Outside Course Assignment, College Course Assignment, Competency Based Education Student Course Assignment, CTE Teacher Licenses and Course Report, Missing Courses, and Summative Designation.

# Student Course Assignment

## Student Course Assignment – Details Report – Criteria Page

[Back To Reports](#)

### Student Course Assignment (Detail)

School Year: 2025

School: ISBE Test School

Grade: All Grades

Subject Area: All Subject Areas

State Course Code: All State Courses for selected Subject

Academic Term: All Academic Terms

Course Setting: All Course Settings

Course Level: All Course Levels

Language Course was Taught In: All Languages

Articulated Credit:  Both  Yes  No

Dual Credit:  Both  Yes  No

Competency Based Education:  Both  Yes  No

IB Course:  Both  Yes  No

AP Course:  Both  Yes  No

CTE Course:  Both  Yes  No

Private School Student Indicator:  Both  Yes  No

Show Local Course Code:  Yes  No

[PDF](#) [Create Report](#)

## 2025 Student Course Assignment - Course Information (Detail)

SIS Home School: 12345678901 ISBE Test District

Selection Criteria: Show Local Course Codes = No Show Students = Yes Grade = 11 Subject Area Id = 01 Course Setting Id = 1 Course Level Id = 2

State Course Code: 01001A000		State Course Title: English/Language Arts I (9th grade)					Assigned By: School				CTE Course: N														
Term: Semester 1																									
Section: ABC																									
Student ID	Student Name	Birth Date	Private School	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Lang. Taught In	CBE									
123456789	(Test, Student	04/05/2008		123456789012345	11	General	Traditional	1.00	08/19/2024	No	No		/	/	No										
Total Students In This Section 0109090098: 1																									

Section: ABC



# Teacher Course Assignment

*Deadline: July 31, 2025*

# Teacher Course Assignment

- The Teaching Location District or the Employer District will submit Teacher Course Assignments.
- All teachers submitted must have an Illinois Educator Identification Number (IEIN).
- Teacher Course Assignments can be added or updated via online or batch.
- Teacher Course Assignment entry must include:
  - Teacher Course Start Date -- First day of attendance for the teacher.
  - EIS Position Codes (formerly Role of Professional) - Teachers Position Code in the Employment Information System (EIS).
  - Teacher to Course Commitment -- Numeric value of the teacher's course commitment during the duration of the course (decimal format, where 1.00 represents a full-time commitment to the course).

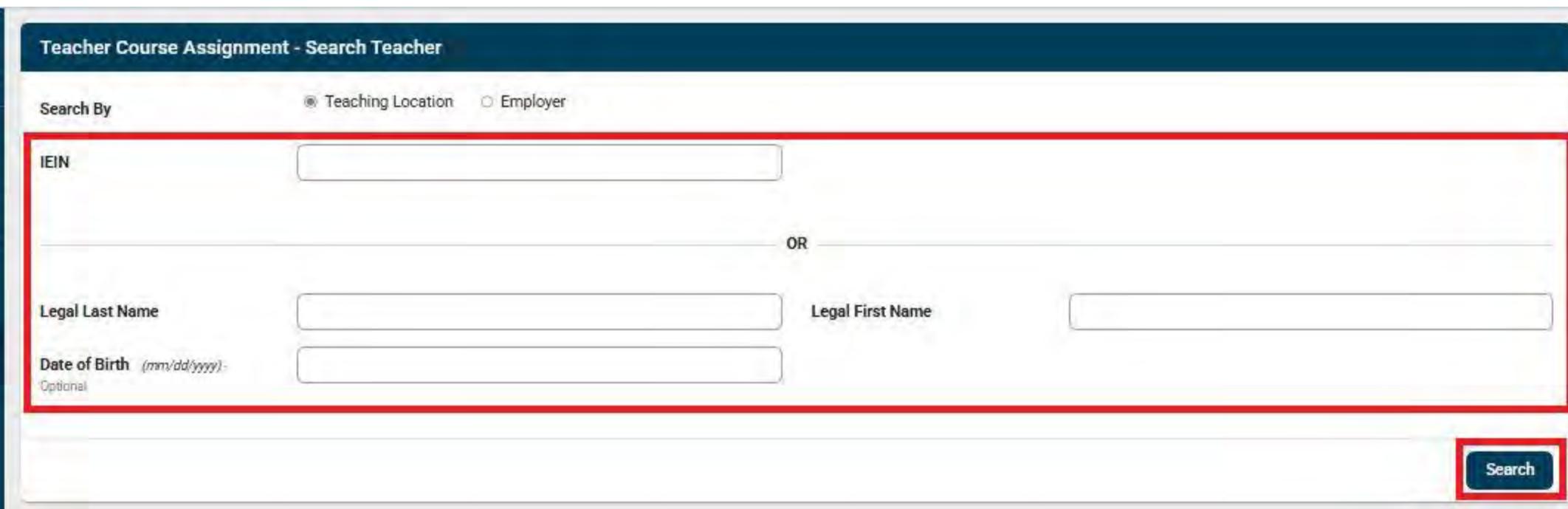
# Teacher Course Assignment

Only submit EIS Position Codes (200 – 251)

Position Code	Position Code Description
200	Teacher
201	Reading Teacher
202	Bilingual Education Teacher
203	English as a Second Language Teacher
204	Visiting International Teacher
207	Speech Language Pathology Teacher
208	Career and Technical Educator
250	Special Education Teacher
251	Bilingual Special Education Teacher

# Teacher Course Assignment

Teacher search: Select 'Teaching Location' or 'Employer' at the top of the screen.



SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

**Teacher**

Early Childhood Transition

Prenatal

Teacher Course Assignment - Search Teacher

Search By  Teaching Location  Employer

IEIN

OR

Legal Last Name  Legal First Name

Date of Birth (mm/dd/yyyy)  Optional

**Search**

# Teacher Course Assignment

Select 'Teacher' from search results listed.

**Teacher Course Assignment - Search Teacher**

Search By  Teaching Location  Employer

IEIN

OR

Legal Last Name  Legal First Name

Date of Birth (mm/dd/yyyy) -  Optional

**Search**

**Search Teacher Results**

IEIN	Last Name	First Name	Middle Initial	Date of Birth	Gender	Action
123456	Test	Teacher		10/11/1990	Female	<b>Select</b>

# Teacher Course Assignment

Select 'Add Course' to attach a course to the Teacher and Teaching Location shown.

[Back To Teacher History](#)

## Teacher Course Assignment - Assignment History

IEIN: 123456	Legal First Name: Teacher	Date Of Birth: 10/11/1990
Legal Last Name: Test	Teaching Location Name: ISBE Middle School	School Year: 2025
Teaching Location RCDTS: 123456789012345	Employer Location Name: ISBE Middle School	
Employer Location RCDTS: 123456789012345		<a href="#">Add Course</a>

# Teacher Course Assignment

Add Teacher Course data into the popup form and select 'Submit.'

Add New Teacher Course Assignment

Subject Area	<input type="button" value="– Select –"/>
State Course	<input type="button" value=""/>
Academic Term	<input type="button" value=""/>
	<a href="#">View State Course Catalog</a>
Section Number	<input type="text"/>
Start Date	<input type="text"/>
Local Course Code - Optional	<input type="text"/>
Local Course Title - Optional	<input type="text"/>
EIS Position Code	<input type="button" value="– Select –"/>
Teacher Commitment	<input type="text"/>
End Date - Optional until exit or previous school year	<input type="text"/>
End Reason - Optional until exit or previous school year	<input type="button" value="– Select –"/>
Attendance Total - Optional	<input type="text"/>
Attendance Actual - Optional	<input type="text"/>

# Teacher Course Assignment

Teaching Location and course now showing. To view Teacher Course Assignment details, click 'Select.'

[Back To Teacher History](#)

## Teacher Course Assignment - Assignment History

IEIN: 123456	Legal First Name: Teacher	Date Of Birth: 10/11/1990
Legal Last Name: Test	Teaching Location Name: ISBE Middle School	School Year: 2025
Teaching Location RCDTS: 123456789012345	Employer Location Name: ISBE Middle School	
Employer Location RCDTS: 123456789012345		

[Add Course](#)

Academic Term	State Course ID	State Course Title	Section	Start Date	End Date	Exit Reason	Action
Semester 1	04435A000	Social Studies (grade 5)	0108081504	09/13/2024			<a href="#">Select</a>

# Teacher Course Assignment

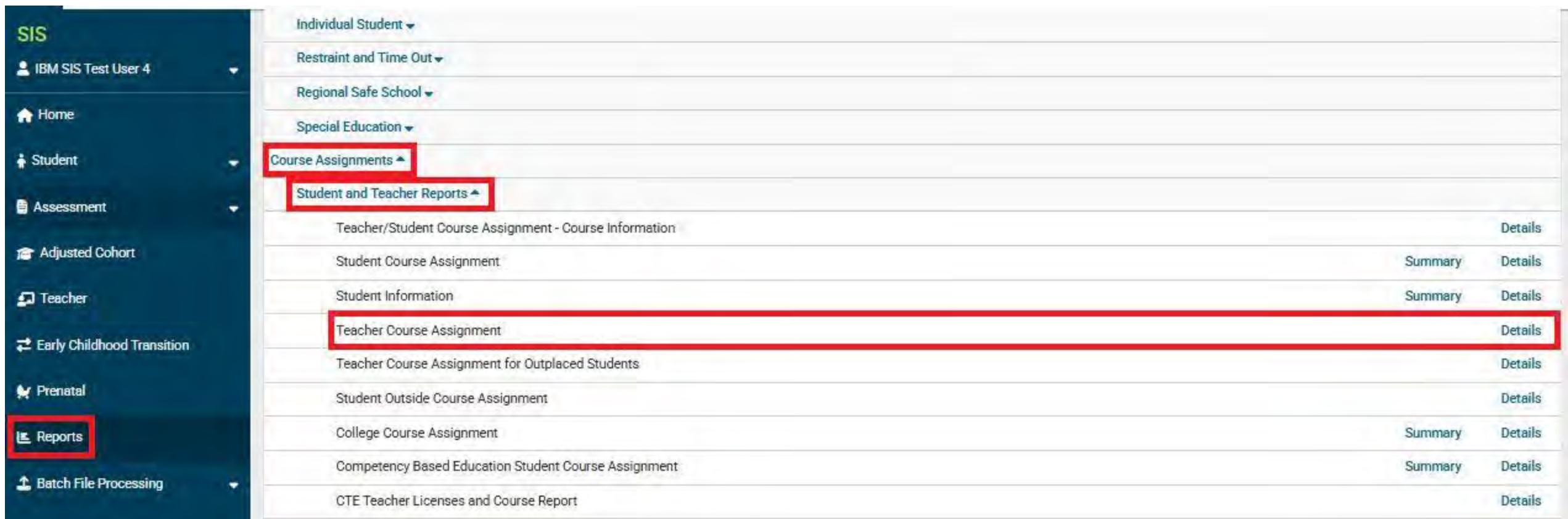
Submit Teacher Course Assignments.

- Teacher Course Assignments are submitted at the beginning of the school year.
- After the end of the school year, ISBE exits the Teacher Course Assignment if all the corresponding Student Course Assignments are exited.
- When all Student Course Assignments for a **Section** have received a final letter grade, SIS will populate the Teacher Course Assignment “Course End Date” and “Reason for Exit” via an overnight process.
  - Teacher Course End Date will be set to the last Student Course End Date.
  - Reason for Exit will be set to 01 - Course Ended.

Note: School districts can update course data after submitting course completion data.

# Teacher Course Assignment

## Teacher Course Assignment – Details Report



The screenshot shows the SIS application interface. The left sidebar contains a navigation menu with the following items: SIS, IBM SIS Test User 4, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (which is highlighted with a red box), and Batch File Processing. The main content area is titled "Teacher Course Assignment – Details Report". It includes a navigation bar with "Individual Student", "Restraint and Time Out", "Regional Safe School", "Special Education", "Course Assignments" (which is highlighted with a red box), and "Student and Teacher Reports" (which is also highlighted with a red box). Below this are several report options: "Teacher/Student Course Assignment - Course Information" (Details), "Student Course Assignment" (Summary, Details), "Student Information" (Summary, Details), "Teacher Course Assignment" (which is highlighted with a red box), "Teacher Course Assignment for Outplaced Students" (Details), "Student Outside Course Assignment" (Details), "College Course Assignment" (Summary, Details), "Competency Based Education Student Course Assignment" (Summary, Details), and "CTE Teacher Licenses and Course Report" (Details).

Report Type	Summary	Details
Teacher/Student Course Assignment - Course Information		Details
Student Course Assignment	Summary	Details
Student Information	Summary	Details
<b>Teacher Course Assignment</b>		<b>Details</b>
Teacher Course Assignment for Outplaced Students		Details
Student Outside Course Assignment		Details
College Course Assignment	Summary	Details
Competency Based Education Student Course Assignment	Summary	Details
CTE Teacher Licenses and Course Report		Details

# Teacher Course Assignment

## Teacher Course Assignment – Details Report – Criteria Page

[Back To Reports](#)

### Teacher Course Assignment - Teacher Information (Detail)

School Year: 2025

School: All Schools

Employer  Teaching Location

Subject Area: All Subject Areas

Academic Term: All Academic Terms

EIS Position Code: All

Sort By: Name

PDF

## 2025 Teacher Course Assignment Teacher Information

123456789012345 ISBE Test District

Selection Criteria: Sorted By: Name

### EIS Position Code:

200 Teacher  
201 Reading Teacher  
202 Bilingual Education Teacher

203 English as a Second Language Teacher  
204 Visiting International Teacher  
207 Speech Language Pathology Teacher

208 Career and Technical Educator (CTE)  
250 Special Education Teacher  
251 Bilingual Special Education Teacher

Reason For Exit Codes: 01 - Course Ended 02 - Teacher Resigned 03 - Leave of Absence 04 - Death 05 - Teacher Expulsion 06 - District Resigned 99 - Erroneous

IEIN: 123456	Teacher Name: Test, Teacher			Birth Date: 10/11/1990	Teaching Location RCDTS: 123456789012345						
State Course Code-Title	Local Course Code-Title	Term	Section	Employer RCDTS	EIS Position Code	Teacher Commitment	Start Date	Attendance A / T	Exit Date	Exit Reason	
02072A000-Geometry	N50041/001-GEOMETRY SM1	S1	0107339001	123456789012345	200	1.00	09/23/2024				
02072A000-Geometry	50041/001-GEOMETRY	S1	0106613001	123456789012345	200	1.00	08/12/2024				
02072A000-Geometry	50041/002-GEOMETRY	S1	0106613002	123456789012345	200	1.00	08/12/2024				



# Importance of Data Quality

# Importance of Data Quality

Some districts do not appropriately code their courses, which creates concerning data quality (DQ) issues.

- DQ issues surface in reports that external stakeholders create after requesting data from ISBE.
  - The reports are used to make legislative and policy decisions.
- Policy implications for Student and Teacher Course data quality:
  - Potentially impact for Report Card metrics: 8<sup>th</sup> Graders Passing Algebra I, 9<sup>th</sup> Graders on Track, and Teacher Out of Field.
  - Policy decisions are increasingly being made using course enrollment data.
    - **It is vital that ISBE has accurate student course enrollment data to ensure policy decisions are based on fact.**
- Stakeholder groups create a variety of reports that include student course enrollment data.
  - The reports show omissions or inaccuracies in the SIS data reported by districts.



# Seal of Biliteracy Awards

*Deadline: September 15, 2025*



# Seal of Biliteracy Awards

- Districts must first complete a Seal of Biliteracy Application to submit student Seal of Biliteracy Awards.
  - Only districts with enrollments in Grades 11-12 can submit a Seal of Biliteracy Application.
- To add or to update a Seal of Biliteracy Awards student record, the student must have a valid enrollment record in SIS by the following:
  - Enrollment is not erroneous.
  - Student must have the Graduated exit type code.
  - Enrollment record Home RCDT matches Seal of Biliteracy Award record's Home RCDT.
  - Enrollment record School Year matches Seal of Biliteracy Award record's School Year.
  - If updating Seal of Biliteracy Award record that already exists, Seal or Commendation cannot be "99."

# Seal of Biliteracy Awards

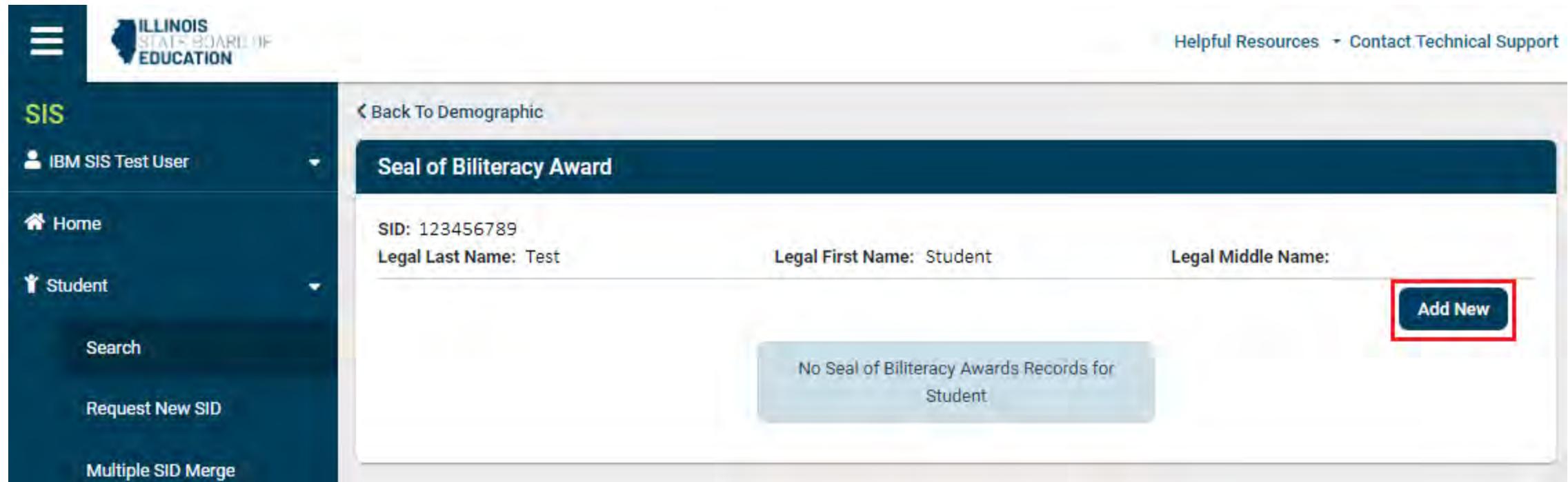
Search by student: Demographic tab – select Seal of Biliteracy ‘View Details.’



The screenshot shows the SIS application interface. On the left, a sidebar menu is visible with options: Home, Student (selected and highlighted with a red box), Search (button highlighted with a red box), Request New SID, and Multiple SID Merge. The main content area is titled 'Back To Search' and shows the 'Demographic' tab selected (highlighted with a red box). The student information displayed includes: SID: 12345678901, Legal Last Name: Test, Legal First Name: Student, Legal Middle Name: (empty), Date of Birth: 09/12/2003, Gender: Non-Binary, Race/Ethnicity: Two or More Races, Student Lineage (Jr, II): (empty), Birth Place Name: (empty), Mother's Maiden Name: (empty), EL Screener: (empty), Student Address: (empty), Seal of Biliteracy Awards: (empty), and Gifted and Accelerated: (empty). The 'View Details' link for the Seal of Biliteracy Awards is highlighted with a red arrow pointing to it.

# Seal of Biliteracy Awards

Select 'Add New' to update Seal of Biliteracy record.



The screenshot shows the Illinois State Board of Education SIS application. The left sidebar has a 'SIS' header and links for 'IBM SIS Test User', 'Home', 'Student', 'Search', 'Request New SID', and 'Multiple SID Merge'. The main content area is titled 'Seal of Biliteracy Award' and shows a SID of 123456789 and a student with Legal Last Name: Test, Legal First Name: Student, and Legal Middle Name: (empty). A button labeled 'Add New' is highlighted with a red box. A message box says 'No Seal of Biliteracy Awards Records for Student'.

# Seal of Biliteracy Awards

Enter Seal of Biliteracy data and select 'Submit.'

Add Seal of Biliteracy Award

Seal Or Commendation	—Select—
Language of Award	—Select—
Method of Demonstrating English Proficiency	—Select—
Method of Demonstrating Proficiency in Language Other than English	—Select—

 **Submit**

# Seal of Biliteracy Awards

Seal of Biliteracy Award successfully inserted. Select 'Close.'

Add Seal of Biliteracy Award

Seal of Biliteracy Award Record Inserted Successfully.

Seal Or Commendation	Seal
Language of Award	Spanish
Method of Demonstrating English Proficiency	Meets or exceeds in ELA on SAT.
Method of Demonstrating Proficiency in Language Other than English	ACTFL Intermediate High on ISBE approved assessment.

 Close  Submit

# Seal of Biliteracy Awards

Seal of Biliteracy Awards can now be viewed/deleted.

[Back To Demographic](#)

## Seal of Biliteracy Award

SID: 123456789

Legal Last Name: Test

Legal First Name: Student

Legal Middle Name:

Note: You may Add/Delete Seal of Biliteracy Awards data until 09/15/2025

[Add New](#)

RCDT for Home: 12345678901

SNo	Seal of Biliteracy Award	Language of Award	Method of Demonstrating English Proficiency	Method of Demonstrating Other Than English Proficiency	
1	Seal	Spanish	Meets or exceeds in ELA on SAT.	ACTFL Intermediate High on ISBE approved assessment.	<a href="#">Delete</a>

# Seal of Biliteracy Awards

To upload via a batch file, navigate to the [SIS Excel Templates](#) webpage.

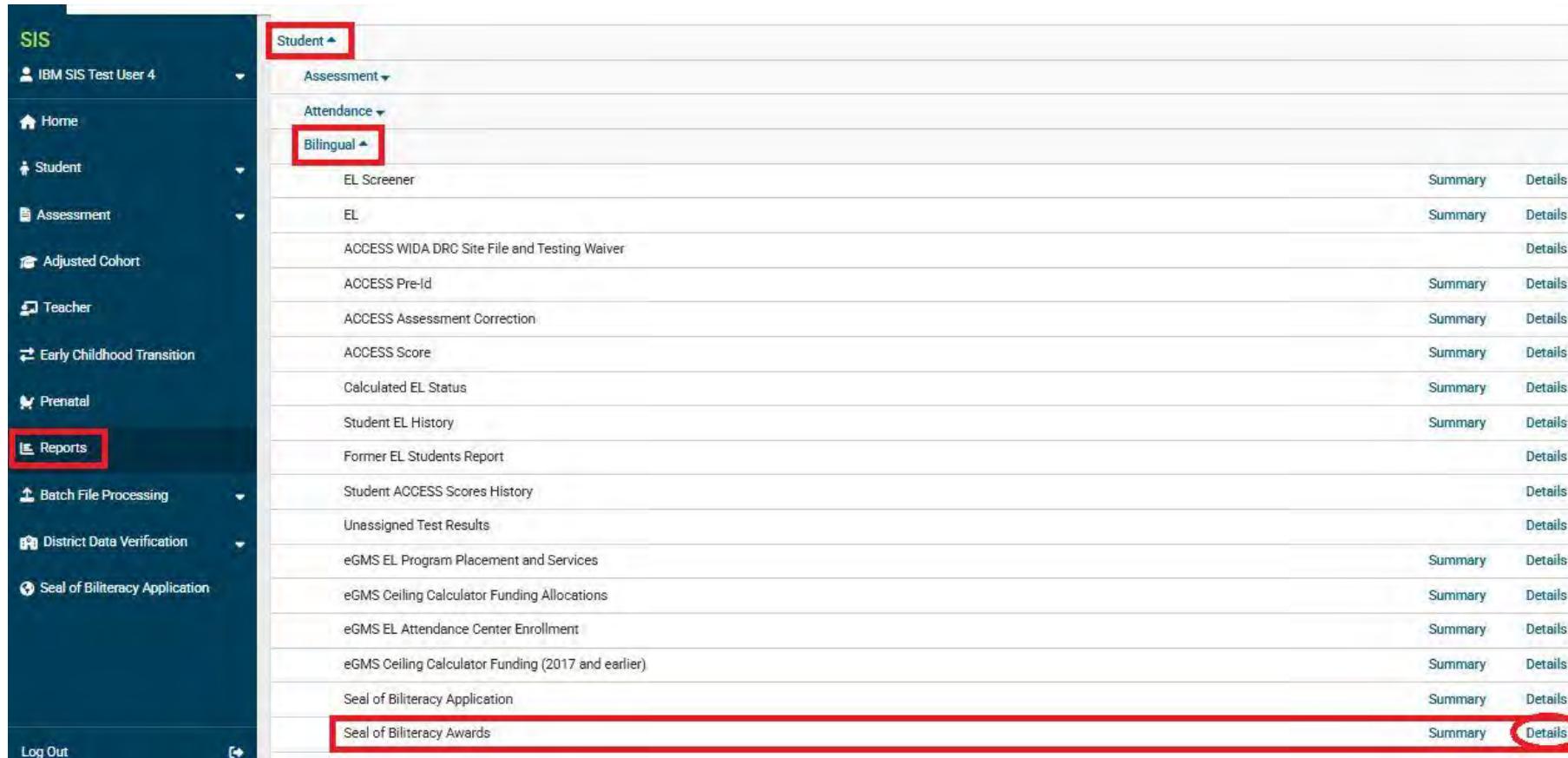
1. Select the Windows or Mac template.
2. Utilize the [Steps for Creating and Uploading Data](#) PDF.
3. Reference the [Tips for Completing](#) the template.



- [See Batch Process](#) training for further assistance.

# Seal of Biliteracy Awards

## Seal of Biliteracy Awards – Details Report



The screenshot shows the IBM SIS software interface. The left sidebar has a dark blue background with white text and icons. It includes sections for Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (which is the current active section, indicated by a red box), Batch File Processing, District Data Verification, Seal of Biliteracy Application, and Log Out. The main content area has a light gray background with a white header bar. The header bar has dropdown menus for Student, Assessment, Attendance, and Bilingual, with the Bilingual menu currently active (indicated by a red box). Below the header is a table with 18 rows, each representing a different report or data set. The first 17 rows have 'Summary' and 'Details' buttons in the last column, while the last row ('Seal of Biliteracy Awards') only has a 'Details' button. A red box highlights the 'Details' button for the 'Seal of Biliteracy Awards' row.

		Summary	Details
EL Screener			
EL			
ACCESS WIDA DRC Site File and Testing Waiver			
ACCESS Pre-Id			
ACCESS Assessment Correction			
ACCESS Score			
Calculated EL Status			
Student EL History			
Former EL Students Report			
Student ACCESS Scores History			
Unassigned Test Results			
eGMS EL Program Placement and Services			
eGMS Ceiling Calculator Funding Allocations			
eGMS EL Attendance Center Enrollment			
eGMS Ceiling Calculator Funding (2017 and earlier)			
Seal of Biliteracy Application			
Seal of Biliteracy Awards			Details

# Seal of Biliteracy Awards

## Seal of Biliteracy Awards - Details Report – Criteria Page

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### Seal of Biliteracy Awards (Detail)

School Year: 2025

School: All Schools

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

Language of Award: All Languages

Award: All

IDEA Services:  Both  Yes  No

EL:  Both  Yes  No

Sort By: SID

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## 2025 Seal of Biliteracy Awards (Detail)

SIS Home District: 123456789 ISBE Test District

Selection Criteria: None Sorted By: SID, Student Name

### Columns

A	Grade	E	IDEA Services
B	Gender	F	Method of Demonstrating English Proficiency *
C	Race	G	Method of Demonstrating Proficiency in Language Other than English **
D	EL		

### Method of Demonstrating English Proficiency\*

- 01 - English learner student meets the state proficient level on the ACCESS for ELs administered in any of grades 9-12.
- 02 - Student achieves a "meets" or "exceeds" level in ELA on the state academic assessment administered at the secondary level.
- 03 - Student obtains a composite score equivalent to Intermediate High or above (ACTFL proficiency levels) on the TOEFL, TOEIC or AAPPL or another standardized assessment meeting the requirements of 1.442(a)(1)(A)(iii) and either subsection (a)(1)(A)(i) or (ii), as applicable (including the ACT or SAT).
- 04 - English learner student meets the state level for part-time TBE placement on the ACCESS for ELs administered in any of grades 9-12.
- 05 - Student obtains a composite score equivalent to Intermediate Low or above (ACTFL proficiency levels) on the TOEFL, TOEIC or AAPPL or another standardized assessment meeting the requirements of 1.442(a)(1)(A)(iii) and either subsection (a)(1)(A)(i) or (ii), as applicable.
- 06 - ACT composite of 21 or above.
- 07 - Final ELA GPA of 3.0 or above with college credit.
- 08 - Final ELA GPA of 2.5 or above with college credit.
- 09 - Score of 5 on the AP English Language and Composition Exam.
- 10 - Score of 4 on AP English Language and Composition Exam.
- 11 - Score of 3 on the AP English Language and Composition Exam.

### Method of Demonstrating Proficiency in Language Other than English\*\*

- 01 - Student obtains a composite score equivalent to Intermediate High or above (ACTFL proficiency guidelines) on an assessment of reading, writing, listening and speaking in the target language that is accepted by ISBE (or in an assessment of reading in Latin that is accepted by ISBE).
- 02 - Student obtains a score equivalent to ACTFL Intermediate High level (meeting progress indicators for 12th grade set forth in the Standards for Learning American Sign Language (2014)) or above on an assessment of American Sign Language. The assessment must be designed according to research-based national or international standards for educational testing.
- 03 - Student demonstrates proficiency equivalent to ACTFL Intermediate High level or above in reading, writing, listening and speaking through the alternative evidence method.
- 04 - Student obtains a composite score equivalent to Intermediate Low or above (ACTFL proficiency guidelines) on an assessment of reading, writing, listening and speaking in the target language that is accepted by ISBE (or in an assessment of reading in Latin that is accepted by ISBE).
- 05 - Student obtains a score equivalent to ACTFL Intermediate Low or above on an assessment of American Sign Language. The assessment must be designed according to research-based national or international standards for educational testing.
- 06 - Student demonstrates proficiency equivalent to Intermediate Low or above (ACTFL proficiency guidelines) through the alternative evidence method.

ISBE High School 123456789012345

Student ID	Name	Birth Date	Award	Language of Award	A	B	C	D	E	F	G
123456789	Test, Student	09/12/2003	Commendation	Arabic	12	N	17	N	N	10	06
123456789	Test, Student	09/15/2003	Commendation	Arabic	12	M	17	N	N	10	06
123456789	Test, Student	09/19/2003	Commendation	Arabic	12	M	17	N	N	10	06

Student Count : 3

Language Count : 1

Total Students: 3

Total Languages: 1





# SY 2024-25 Updates



# Student Mobility Summary and Detail Reports

The Student Mobility Summary Report provides summarized counts of Student Mobility data. The detail report provides the student level details.

- Data matches the counts for the corresponding year from the Data Review and Verification Tool (DVRT).
- After snapshots are complete and the Report Card is released, data matches Report Card snapshots.

# Student Mobility Summary and Detail Reports

SIS

IBM SIS Test User 4

Home

Student

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

State Reporting ▾		
Fall Enrollment Counts	Summary	Details
Historical Fall Enrollment Counts (Before SY 2023)	Summary	
Homeless Counts	Summary	
Report Card and Accountability Reports ▾		
Advanced Coursework	Summary	Details
Chronic Absenteeism	Details	
Chronic Truancy	Details	
College and Career Readiness	Summary	Details
9th Grade On Track	Details	
Percent 8th Graders Taking Algebra I	Details	
Student Mobility		
Adjusted Cohort Graduation Rate	Summary	Details



# Student Mobility Summary and Detail Reports

**Student Mobility (Summary)**

School Year	2025
Region	ISBE ROE
Category	Public Districts
District	ISBE Test District
School	All Schools
IDEA Services	<input checked="" type="radio"/> Home <input type="radio"/> Serving <input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
EL Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
FRL/Low Income Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Homeless Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Migrant Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Military Connected Student Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Exit Code	All

PDF  Create Report 

**Student Mobility (Detail)**

School Year	2025
Region	ISBE ROE
Category	Public Districts
District	ISBE Test District
School	All Schools
IDEA Services	<input checked="" type="radio"/> Home <input type="radio"/> Serving <input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
EL Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
FRL/Low Income Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Homeless Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Migrant Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Military Connected Student Indicator	<input checked="" type="radio"/> Both <input type="radio"/> Yes <input type="radio"/> No
Exit Code	All
Sort By	Name

PDF  Create Report 

## 2025 Student Mobility (Summary)

Data verification is ongoing

Home District: 12345678901 ISBE Test District

Selection Criteria: None

Total Enrollment: 4337 Enrolled Late: 111 Exited Early: 54 Enrolled Late and Exited Early: 114 Mobility Rate: 6.4

Home School: 123456789012345 ISBE Test School

Category	Enrollment	Enrolled Late	Exited Early	Enrolled Late and Exited Early	Non-Mobile Students	Mobility Rate
Total Students	377	14	2	19	342	9.3
Race: Hispanic or Latino	2	0	0	0	2	0.0
Race: White	3	1	0	0	2	33.3
Race: Black or African American	368	12	2	19	333	9.0
Race: Two or More Races	6	1	0	0	5	16.7
Gender: Female	185	7	1	6	170	7.6
Gender: Male	194	7	1	13	172	10.8
Students with Disabilities: No	377	14	2	19	342	9.3
Students with IEPs: No	377	14	2	19	342	9.3
FRL/Low Income: No	3	0	0	2	1	66.7
FRL/Low Income: Yes	374	14	2	17	341	8.8
Homeless: No	345	12	2	12	319	7.5
Homeless: Yes	32	2	0	7	23	28.1
Migrant: No	377	14	2	19	342	9.3
Military Connected Student: No	377	14	2	19	342	9.3

## 2025 Student Mobility (Detail)

Data verification is ongoing

Home District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student Name

Columns	A	Exit reason code	F	Student with Disability	K	Migrant	EL Status	1	Current EL
	B	Grade	G	IEP Indicator	L	Military Connected Student		2	Former EL PreK Only
	C	Gender	H	EL Status	M	Mobility Status		3	Former EL
	D	Race	I	Low Income / FRL				4	Currently EL - Transition Incomplete
	E	PDA	J	Homeless				5	Never EL

### SIS Exit Codes

02 Transfer to another public school within the district	07 Death	14 Aged Out
03 Transfer to Home Schooled	08 Expulsion	15 Certificate of Completion
04 Transfer to Private School	09 Dropped Out	16 Victim of a Violent Crime
05 Promotion	10 Transfer to GED Program	17 Change in Serving School or Percent Day Attended (PDA)
06 Graduated with regular, advanced, International Baccalaureate, or other type of diploma	11 Moved, not known to be continuing	18 Moved Out of the United States
	12 Retained in same grade or demoted to a lower grade	19 Transfer to another public school district out of Illinois
		20 Transfer to another public school district in Illinois

Home School: 123456789012345 ISBE Test School

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Start	End	A	B	C	D	E	F	G	H	I	J	K	L	M
123456789	Test, Student	2016-08-30	123456789012345	123456789012345	2024-08-15		2	F	14	1.00	0	0	1	0	0	0	0	Non-Mobile Student	
123456789	Test, Student	2016-10-07	123456789012345	123456789012345	2024-08-19		2	F	14	1.00	0	0	1	1	0	0	0	Non-Mobile Student	
123456789	Test, Student	2019-01-22	123456789012345	123456789012345	2024-08-12	2024-11-11	11	15	M	14	1.00	0	0	1	0	0	0	Exited Early	



# Accelerated Placement Summary and Detail Reports

The Accelerated Placement Summary Report provides summarized counts based on Accelerated Placement data (from Report Card data).

- Data should match:
  - The counts for the corresponding year from the DVRT for previous or upcoming Report Card.
  - Report Card snapshots after the snapshots have been taken, and the Report Card released.

The Accelerated Placement Detail Report provides a detailed list of students with Accelerated Placement data (based on Report Card data). It identifies students when the Calculated Whole Grade Acceleration does not match Accelerated Placement.

- Districts should report Accelerated Placement of 05 in SIS when the student is assigned to a higher grade level than typical for the student's age.
- Data should match:
  - The counts for the corresponding year from the DRVT for previous or upcoming Report Card.
  - Report Card snapshots once the snapshots have been taken, and the Report Card released.

# Accelerated Placement Summary and Detail Reports

The screenshot shows the SIS application interface. The left sidebar contains a navigation menu with the following items:

- SIS
- IBM SIS Test User 4
- Home
- Student
- Assessment
- Adjusted Cohort
- Teacher
- Early Childhood Transition
- Prenatal
- Reports** (highlighted with a red box)
- Batch File Processing
- District Data Verification
- Seal of Biliteracy Application

The main content area displays a list of reports under the "Reports" section. The "Accelerated Placement (report card)" report is highlighted with a red box. The list includes:

- Missing Courses
- Summative Designation
- State Reporting** (highlighted with a red box)
  - Fall Enrollment Counts
  - Historical Fall Enrollment Counts (Before SY 2023)
  - Homeless Counts
- Report Card and Accountability Reports** (highlighted with a red box)
  - Advanced Coursework
  - Chronic Absenteeism
  - Chronic Truancy
  - College and Career Readiness
  - 9th Grade On Track
  - Percent 8th Graders Taking Algebra I (Current year data will not be available until after May 1st)
  - Student Mobility
  - Adjusted Cohort Graduation Rate
  - Teacher Out of Field
- Accelerated Placement (report card) (highlighted with a red box)

# Accelerated Placement Summary and Detail Reports

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## Accelerated Placement Report Card (Summary)

School Year: 2025

Region: ISBE ROE

Category: Public Districts

District: ISBE Test District

School: All Schools

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

EL Indicator:  Both  Yes  No

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

Homeless Indicator:  Both  Yes  No

Accelerated Placement: All

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## Accelerated Placement Report Card (Detail)

School Year: 2025

Region: ISBE ROE

Category: Public Districts

District: ISBE Test District

School: All Schools

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

EL Indicator:  Both  Yes  No

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

Homeless Indicator:  Both  Yes  No

Accelerated Placement: All

Sort By: SID

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## 2025 Accelerated Placement Report Card (Summary)

Data verification is ongoing

District: 12345678901 ISBE Test District

Selection Criteria: None

School: 123456789012345 ISBE Elementary

Grade: All	Accelerated Placement Code								
Category	00	01	02	03	04	05	06	07	Calculated Whole Grade Acceleration
Total Students	0	0	0	0	0	0	0	0	13
Gender: Female	0	0	0	0	0	0	0	0	12
Gender: Male	0	0	0	0	0	0	0	0	1
Race: American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Race: Asian	0	0	0	0	0	0	0	0	4
Race: Black or African American	0	0	0	0	0	0	0	0	1
Race: Hispanic or Latino	0	0	0	0	0	0	0	0	5
Race: Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0	0	0
Race: Two or More Races	0	0	0	0	0	0	0	0	0
Race: White	0	0	0	0	0	0	0	0	3
English Learners: No	0	0	0	0	0	0	0	0	7
English Learners: Yes	0	0	0	0	0	0	0	0	6
Students with Disabilities: No	0	0	0	0	0	0	0	0	12
Students with Disabilities: Yes	0	0	0	0	0	0	0	0	1
Students with IEPs: No	0	0	0	0	0	0	0	0	12
Students with IEPs: Yes	0	0	0	0	0	0	0	0	1
FRL/Low Income: No	0	0	0	0	0	0	0	0	10
FRL/Low Income: Yes	0	0	0	0	0	0	0	0	3
Homeless: No	0	0	0	0	0	0	0	0	13
Homeless: Yes	0	0	0	0	0	0	0	0	0

## 2025 Accelerated Placement Report Card (Detail)

Data verification is ongoing

District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student ID

<b>Column</b>	<b>A</b>	<b>Grade Level</b>	<b>E</b>	<b>Student with Disabilities</b>	<b>I</b>	<b>Accelerated Placement**</b>
	<b>B</b>	<b>Gender</b>	<b>F</b>	<b>Student with IEPs</b>	<b>J</b>	<b>Calculated Whole Grade Acceleration by Age</b>
	<b>C</b>	<b>Race/Ethnicity*</b>	<b>G</b>	<b>FRL/Low Income</b>	<b>K</b>	<b>Calculated Whole Grade Acceleration does not match Accelerated Placement (05)</b>
	<b>D</b>	<b>English Learner</b>	<b>H</b>	<b>Homeless</b>		
NOTE: A student should be identified as Whole Grade Accelerated (05) in SIS if they are at least 1 year younger than the expected age based on their grade level, as of September 1st.						
<b>Race/Ethnicity*</b>	<b>Accelerated Placement**</b>					
11 Hispanic or Latino	00	Student not in an accelerated program	01	Student in accelerated for ELA only	02	Student in accelerated for Math only
12 American Indian or Alaska Native	03	Student in accelerated for Single Subject other than ELA/Math/Science	04	Student in accelerated for Multiple Subject's but not Whole Grade	05	Student in accelerated for Whole Grade
13 Asian	06	Student in accelerated for Science Only	07	Parent Opt Out - Student is identified for Acceleration in one or more subjects and is not enrolled in accelerated Coursework/Program		
14 Black or African American						
15 Native Hawaiian or Other Pacific Islander						
16 White						
17 Two or More Races						
18 Middle Eastern or Northern African						

School: 123456789012345 ISBE Test School

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	A	B	C	D	E	F	G	H	I	J	K
123456789	Test, Student	2014-11-27	123456789012345	123456789012345	4	F	14	N	N	N	Y	Y			
123456789	Test, Student	2015-12-07	123456789012345	123456789012345	3	M	14	N	N	N	Y	Y			

# Identification of Gifted Children Summary and Details Reports

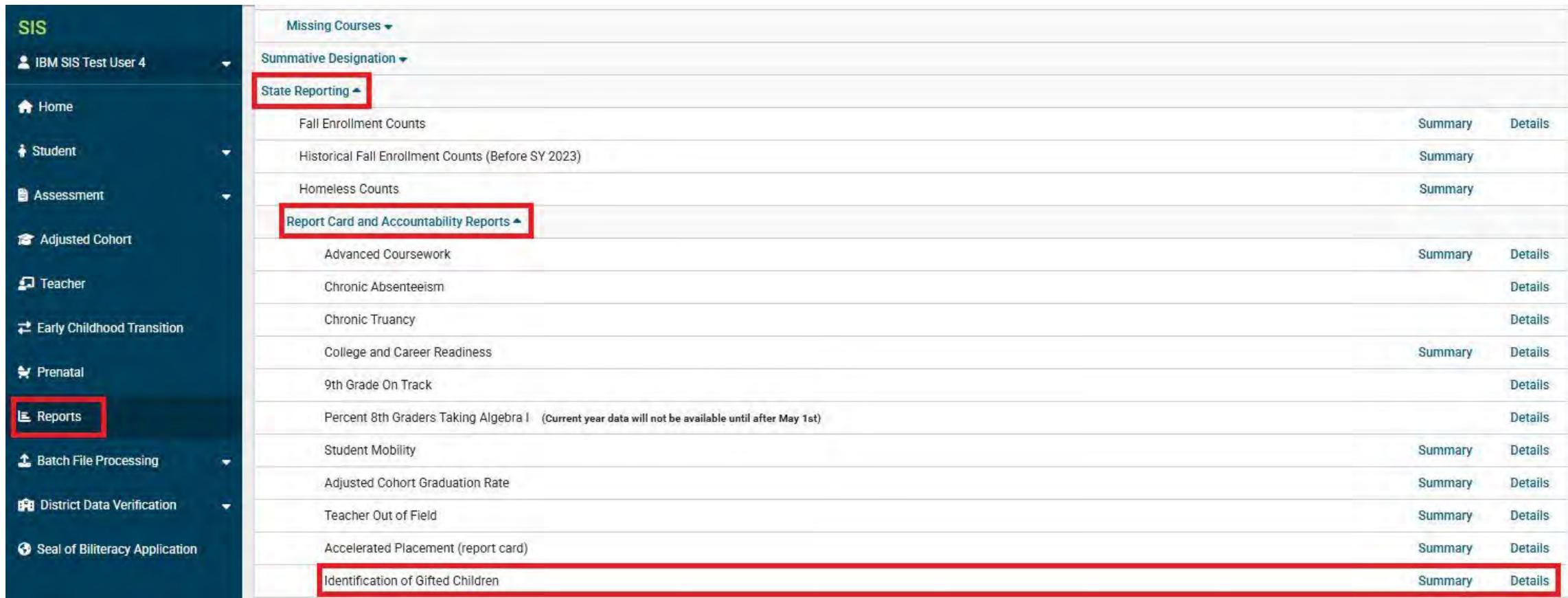
The Identification of Gifted Children Summary Report provides summarized counts of Gifted Identification data based on Report Card data.

- Data should match:
  - The counts for the corresponding year from the DRVT for previous or upcoming Report Card.
  - Report Card snapshots once the snapshots have been taken, and the Report Card released.

The Identification of Gifted Children Details Report provides a detailed list of students with Gifted data based on Report Card data.

- Data should match:
  - The counts for the corresponding year from the DRVT for previous or upcoming Report Card.
  - Report Card snapshots once the snapshots have been taken, and the Report Card released.

# Identification of Gifted Children Summary and Details Reports



The screenshot shows the IBM SIS software interface. On the left, a dark sidebar lists various menu items: SIS, IBM SIS Test User 4, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (which is highlighted with a red box), Batch File Processing, District Data Verification, and Seal of Biliteracy Application. The main content area is titled 'Missing Courses' and 'Summative Designation'. Under 'Summative Designation', the 'State Reporting' section is expanded, showing 'Fall Enrollment Counts', 'Historical Fall Enrollment Counts (Before SY 2023)', 'Homeless Counts', and 'Report Card and Accountability Reports' (which is also highlighted with a red box). The 'Report Card and Accountability Reports' section lists 'Advanced Coursework', 'Chronic Absenteeism', 'Chronic Truancy', 'College and Career Readiness', '9th Grade On Track', 'Percent 8th Graders Taking Algebra I (Current year data will not be available until after May 1st)', 'Student Mobility', 'Adjusted Cohort Graduation Rate', 'Teacher Out of Field', 'Accelerated Placement (report card)', and 'Identification of Gifted Children' (which is highlighted with a red box). For each report, there are 'Summary' and 'Details' links.

Report	Summary	Details
Fall Enrollment Counts	Summary	Details
Historical Fall Enrollment Counts (Before SY 2023)	Summary	
Homeless Counts	Summary	
Report Card and Accountability Reports		
Advanced Coursework	Summary	Details
Chronic Absenteeism		Details
Chronic Truancy		Details
College and Career Readiness	Summary	Details
9th Grade On Track		Details
Percent 8th Graders Taking Algebra I (Current year data will not be available until after May 1st)		Details
Student Mobility	Summary	Details
Adjusted Cohort Graduation Rate	Summary	Details
Teacher Out of Field	Summary	Details
Accelerated Placement (report card)	Summary	Details
Identification of Gifted Children	Summary	Details

# Identification of Gifted Children Summary and Details Reports

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## Identification of Gifted Children (Summary)

School Year: 2025

Region: ISBE ROE

Category: Public Districts

District: ISBE Test District

School: All Schools

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

EL Indicator:  Both  Yes  No

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

Homeless Indicator:  Both  Yes  No

Gifted Code: All

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## Identification of Gifted Children (Detail)

School Year: 2025

Region: ISBE ROE

Category: Public Districts

District: ISBE Test District

School: All Schools

Grade: All Grades

Race/Ethnicity: All Races

Gender:  All  Male  Female  Non-Binary

EL Indicator:  Both  Yes  No

IDEA Services:  Both  Yes  No

FRL/Low Income Indicator:  Both  Yes  No

Homeless Indicator:  Both  Yes  No

Gifted Code: All

Sort By: SID

PDF [Create Report](#)

## 2025 Identification of Gifted Children (Detail)

Data verification is ongoing

District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student ID

Columns	A Grade Level	E Student with Disabilities	J Assessed for Giftedness (Code 01, 02 or 05)
	B Gender	F Student with IEPs	K Identified as Gifted (Code 01 or 05)
	C Race/Ethnicity*	G FRL/Low Income	L Assessed for Giftedness Taught by Gifted-Endorsed Teacher
	D English Learner	H Homeless	M Identified as Gifted Taught by Gifted-Endorsed Teacher
	I Gifted Code**	I	N First Year Identified as Gifted
<b>Race/Ethnicity*</b>			
11	Hispanic or Latino	01	Student tested as gifted
12	American Indian or Alaska Native	02	Student tested as not-gifted
13	Asian	03	Student was not tested (District does have an assessment for gifted)
14	Black or African American	04	Student was not tested (District does not have an assessment for gifted)
15	Native Hawaiian or Other Pacific Islander	05	Student identified as gifted via reciprocity (Student tested as gifted at previous district)
16	White		
17	Two or More Races		
18	Middle Eastern or Northern African		
<b>Gifted Code**</b>			

## 2025 Identification of Gifted Children (Summary)

Data verification is ongoing

District: 12345678901 ISBE Test District

Selection Criteria: None

School: 123456789012345 ISBE Elementary

School: 123456789012345 ISBE Elementary

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	A	B	C	D	E	F	G	H	I	J	K	L	M	N
123456789	Test, Student	2014-03-22	123456789012345	123456789012345	4	F	14	N	N	N	Y	N	03	N	N	N	N	
123456789	Test, Student	2015-02-08	123456789012345	123456789012345	4	F	14	N	N	N	Y	N	03	N	N	N	N	

Grade: All

	SIS Gifted Code					Report Card	
Category	01	02	03	04	05	Assessed	Identified
Total Students	0	0	259	11	0	0	0
Gender: Female	0	0	123	2	0	0	0
Gender: Male	0	0	136	9	0	0	0
Race: Black or African American	0	0	255	11	0	0	0
Race: Two or More Races	0	0	3	0	0	0	0
Race: White	0	0	1	0	0	0	0
English Learners: No	0	0	259	11	0	0	0
Students with Disabilities: No	0	0	228	9	0	0	0
Students with Disabilities: Yes	0	0	31	2	0	0	0
Students with IEPs: No	0	0	228	9	0	0	0
Students with IEPs: Yes	0	0	31	2	0	0	0
FRL/Low Income: Yes	0	0	259	11	0	0	0
Homeless: No	0	0	255	6	0	0	0
Homeless: Yes	0	0	4	5	0	0	0



## End of SY 2024-25 Tasks

# End of SY 2024-25 Tasks

What is required *before* exiting students?

- Birth to 3 Data
- Caregiver Demographic Data (Birth to 3)
- Early Childhood Outcomes Entry and Progress Rating for Pre-K Students with IEPs
- EL Information
- EL Screener
- Homeless Data
- Immigrant Data
- Regional Safe School Program (RSSP) Data
- Pre-K Programs and Providers
- Student Address Data (Students with IDEA Services = 'Yes' only)
- Grades 3-12 Courses Missing Final Letter Grade

# End of SY 2024-25 Tasks

Current Collection Completion Status	Required	Complete	Percent
Prenatal	3	1	33%
Birth To 3	2	2	100%
Birth To 3 Caregiver Demographics	2	1	50%
Early Childhood Outcomes (ECO) Ratings	4	1	25%
Early Childhood Student Programs	4	4	100%
Early Childhood Program Providers	6	5	83%
English Learner (EL)	124	66	53%
EL Screener	151	141	93%
Homeless	231	86	37%
Eligible for Immigrant Student Program	464	349	75%
Student Address for NEW IDEA students	731	716	97%
Regional Safe Schools Program (RSSP)	5	2	40%
Student Discipline	NA	92	NA
504 Plan	NA	47	NA
Grades 3-12 Missing Final Letter Grade	10	0	0%

The Current Enrollment Data Completion Status chart displays outstanding data that are required *before* exiting students.

# End of SY 2024-25 Tasks

Exit all enrollments.

- All SY 2024-25 enrollment records must be exited **July 31, 2025**, by 4 p.m.
- We recommend all students are immediately exited after their last day of school.
  - The last day of enrollment is the last full day the student attended school.
  - However, if you have students taking summer classes, please wait to exit those students until after they finish their classes.
  - Students cannot re-enroll after they graduate (i.e., if exit code 06 was used).

Exit enrollment records online (individual records, one at a time) or via the batch file process (multiple records at once).

- Online Process
  - Use the SIS Exit Enrollment screen.
- Batch File Process
  - Upload Exit Enrollment file via batch upload in SIS.

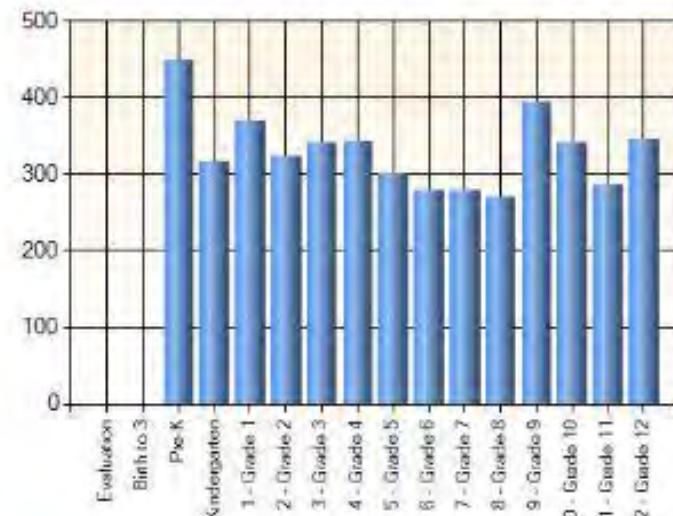
# End of SY 2024-25 Tasks

Verify all SY 2024-25 enrollments have been exited.

- View the enrollment reports in SIS.
  - Use the Reports screen.
  - Expand the Demographics and Enrollment section and then select the Enrollment - Summary link.
  - Ensure the following report criteria are selected:
    - Active Enrollments Only
    - Home School
  - Press 'View Report' or 'Create PDF Report.'
  - If the count in any grade listed in the report is not 0, run the Student Enrollment Detail Report and exit the identified record(s).

# End of SY 2024-25 Tasks

## Current Enrollments & Program Indicators



Refer to dashboard for Current Enrollments & Program Indicators to ensure all students are exited.

Current Enrollment  EL  IDEA

Homeless  FRL

**Refresh**

# End of SY 2024-25 Tasks

What can be provided after the student has been exited?

- Student Attendance Data:
  - All Student Attendance Data must be reported by **July 11, 2025**, at 4 p.m. Only the regular school year calendar needs to be reported, no Summer School or Extended School year.
- Gifted and Accelerated
  - All Gifted and Accelerated data must be reported by **July 31, 2025**, at 4 p.m.
- Student Discipline Groups Data:
  - All Discipline Groups data must be reported by **July 31, 2025**, at 4 p.m.
  - The disciplinary action must have occurred during the student's time of enrollment in your district, but the student does not need to be currently actively enrolled in your district.

# End of SY 2024-25 Tasks

What can be provided after the student has been exited?

Student Course Assignment (including College Course Assignments)

- All student course data must be reported after completion of the course or by **July 31, 2025**, at 4 p.m.

Teacher Course Assignment:

- All Teacher Course data must be reported after completion of the course or by **July 31, 2025**, at 4 p.m.

Seal of Biliteracy Awards

- All Seal Of Biliteracy data must be reported **September 15, 2025**, at 4 p.m.



## Upcoming Key Dates and Webinar



# Upcoming Key Dates

<u>Activity</u>	<u>Dates</u>
ACCESS Correction and Scores	March 10-August 22, 2025
ACT with Writing Test Event 3	April 22-May 2, 2025
ACCESS Preliminary Scores posted in SIS	May 12, 2025
DLM-AA Test Window	March 12-May 7, 2025
Correction Window Opens, RNVTA codes can be applied (DLM-AA, IAR, ISA, ACT/PreACT Secure)	May 12, 2025
DLM-AA, IAR, ISA, ACT/PreACT Secure Correction and Scores	May 12-August 22, 2025
Preliminary scores posted in SIS for DLM-AA	Late-June
Preliminary scores posted in SIS for ACT/PreACT Secure	Mid-July
Preliminary scores posted in SIS for IAR and ISA	Mid-July

Please review [SIS Key Dates](#) for comprehensive deadlines.

# Upcoming Key Dates

<u>Activity</u>	<u>Dates</u>
Student Attendance due	July 11, 2025
College Course Assignments due	
Early Childhood Program and Providers due	
Exit all SY2024-25 enrollment records	
Gifted and Accelerated due	July 31, 2025
Outside Course Assignments due	
Student Course Assignments due	
Student Discipline due	
Teacher Course Assignments due	

Please review [SIS Key Dates](#) for comprehensive deadlines.



# SY2024-25 Webinars

<u>Activity</u>	<u>Date</u>
Adjusted Cohort	Monday, May 12, 2025 (1-2 p.m.)
End of SY 2024-25 Report Card Data Verification	Tuesday, June 17, 2025 (1:30-3 p.m.)



## Next Steps for Districts

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July 2025

☛ **Provide Student Attendance**

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July 2025

☛ **Provide Student Discipline records**

☛ **Run the Assessment Enrollment Verification report for DLM-AA, IAR, ISA, ACT/PreACT Secure. Ensure all students who have tested have an enrollment.**

- Use local rosters and vendor reports to verify counts

☛ **Review ACCESS, IAR, DLM-AA, ACT/PreACT Secure Assessment Correction and Score Data**

- Update Reason for No Valid Test Attempt codes

**Run reports and verify student data are accurate and complete!**

✓ **Run SIS reports to verify the following student data are accurate and complete:**

- Review SIS Key Dates to verify all upcoming data collection deadlines.
- Verify 504 Plan submissions.
- Verify EBF Enrollment Counts.
- Complete Detention Centers enrollments.
- Complete EL records for TBE and TPI students.

✓ **Verify Program Indicators are marked correctly in SIS (e.g., IDEA Services, EL Indicator).**

**Review Assessment data:**

- Verify Grade Level and Alternate Assessment Indicator are correct in SIS.
- Verify Testing School code is set correctly.
- Clean up multiple SIDs.

✓ **Exit 2024-25 school year enrollments for students not attending summer school.**

- Exit students as they leave.
- Provide all Student Course Assignment data (Grades K - 12).
- Provide all Teacher Course Assignment data (Grades K - 12).
- Provide Gifted and Accelerated data.



# Where to Direct Questions

## ISBE Help Desk

- 217-558-3600 - Option 3
- [sis@isbe.net](mailto:sis@isbe.net)
  - SIS policy questions will be directed to the proper ISBE department.
  - SIS technical questions will be directed to the SIS Help Desk.
  - Note: *Please do not* use the same email thread for different inquiries. The SIS Help Desk does not receive responses to closed tickets.

## Data Strategies and Analytics

- For questions regarding data policy contact:
  - [datahelp@isbe.net](mailto:datahelp@isbe.net)
  - 312-814-9192