CEDAR/COGNOS Report Guide
Student End of Year

Contents

Overview

The Colorado Education Data Analysis and Reporting system (CEDAR) is a private, secure system which provides student level data to authorized users. Access to student-level data is limited to educators who have need for such data.

Often CEDAR is referred to as COGNOS since COGNOS is the software currently powering the Colorado Education Data Analysis and Reporting system (CEDAR).

Reports in CEDAR/COGNOS have multiple purposes. Some are used as operational reports to assist data respondents in looking up specific information on students, file/snapshot errors, and students missing from a snapshot due to profile errors. Other reports are used to validate data when finalizing a data collection. Many reports also provide districts with a preview of data that will be published based upon specific data collections. (i.e., student enrollment)

Student Interchange CEDAR/COGNOS reports are focused on the information needed to accurately report student's demographic or school information.

Student End of Year CEDAR/COGNOS reports are focused on the information needed to accurately report a student's educational history and validate graduation, completion, dropout, mobility, and stability rates.

Accessing CEDAR

Google Chrome is the preferred browser when working with CEDAR/COGNOS reports.
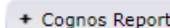
Via Identity Management (IdM) Webpage

1. Go to the IdM webpage.

2. Select the CEDAR application link.

3. Select the 'Log in to CEDAR' button
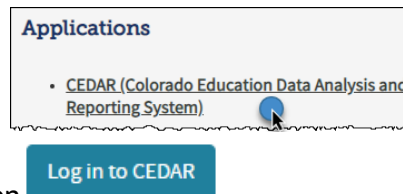
Via link in Data Pipeline

1. Login to Data Pipeline.
2. Select COGNOS Report button from the left sidebar menu.

Navigating CEDAR

Use the sidebar on the left to navigate to the pipeline reports folder, reports categories, and specific reports. The dropdown menu in the center of the screen can be used to toggle between reports.

Home Screen:

Pipeline Reports Folder:

📁 Select this folder to view available report categories (files). 📁 Pipeline Reports

Reports Category File:

🔲 Reports are organized based upon a user's access permissions in IdM. Each file represents reports connected to a specific data collection/IdM user role. Student End of Year data respondents should be assigned to both the Student End of Year and Student Profile roles in IdM which includes access to these report categories in CEDAR.
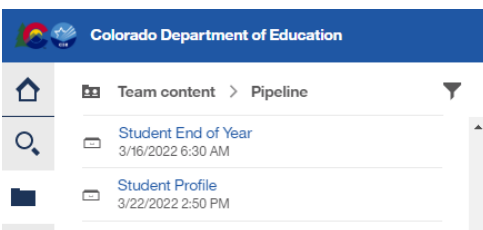
Report:

📖 Within each report category file is a list of all available reports. Select the desired report from this list.
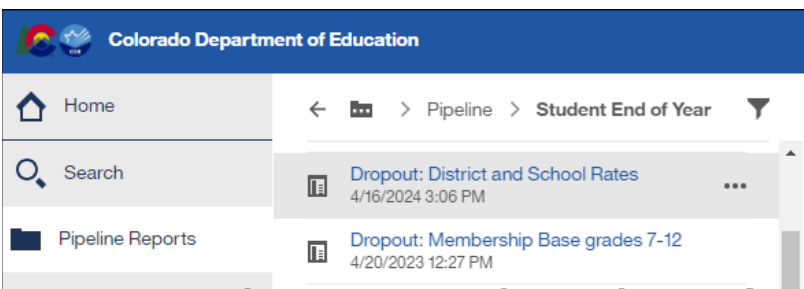
Sample Report Screen:

Report screens will vary slightly based upon the report. Complete the required selection dropdown menus and any desired optional selection areas. Select 'Finish' to review the report.
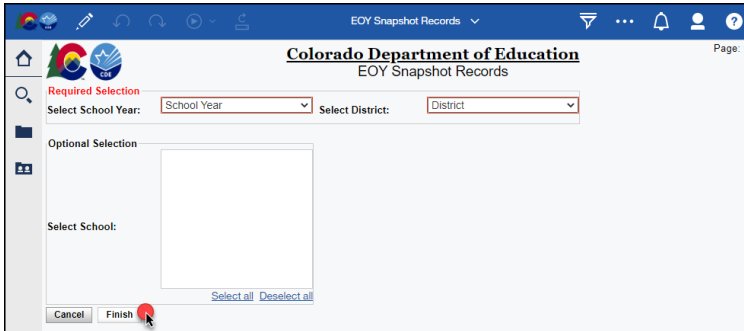
Rerun a Report with new Dropdown Selections

While in a report, select the 'Run as' button at the top of the screen. Then select 'Reset prompts and run' to close the report and go back to the report screen to select new dropdown menus and run the report again.
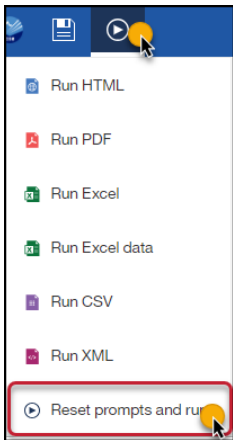
Toggle Between Reports:

Select a recent report from the dropdown list at the top center of your screen.
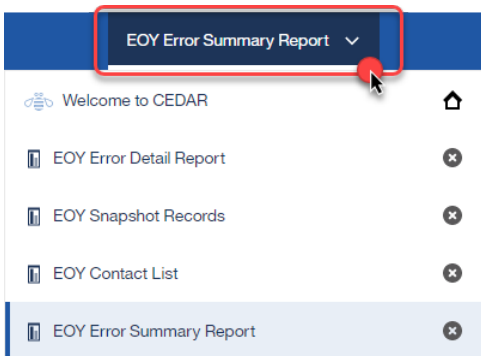
Close an Open Report:

Select the x button in the recent report dropdown list at the top center of your screen. This resets the report parameters if you wish to run the report again with different parameters.
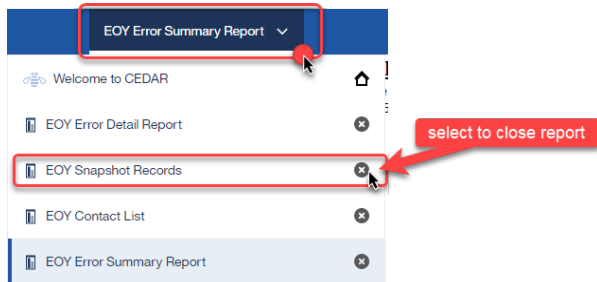
Reports with Multiple Pages:

Often a report will contain multiple pages of information. Use the navigation arrows at the bottom of the screen to move through report pages.

Extracting Reports

It is often helpful to save a report as an excel file on your computer. This is especially beneficial when reviewing reports with many pages of data or if you wish to filter a report on a specific field. Since many of these reports are only available to data respondents, there may be times where a respondent may wish to save a copy of a report to share with other district employees who need access to this information. (For example, English Language Learner colleagues may wish to review the 'District Summary of ELL Students' report for their school to cross reference the total amount of ELL students in the district). Please remember to use your district's secure file sharing process when sharing personally identifiable information. As a reminder, email is not a secure method of sharing personally identifiable information (PII).

1. Open the desired report
2. Select the 'Run as' button at the top of the screen.
3. Select 'Run Excel' from the dropdown menu.
   a. Note: If using Google Chrome, a new window will pop-up (shown below). Open the file once it completes downloading.
4. Save the downloaded file to your computer for future use.
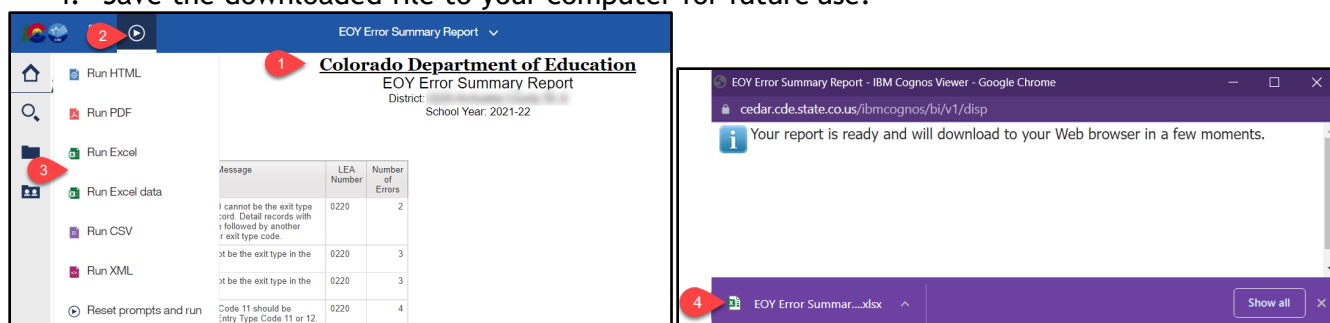
Student Interchange (Profile) Reports

Users with the student profile permissions in Identity Management (IdM) have access to Student Interchange reports. This includes the IdM roles of STD~LEA Viewer and STD~LEA User. All Student End of Year data respondents should be assigned one of the STD~ roles in IdM, providing them access to the 'Student Profile' report file in CEDAR.

These reports are connected to data provided through the Student Interchange files (Student Demographics, Student School Association, and Graduation Guidelines). They are operational reports in nature, assisting districts with reporting accurate data on these files and providing historical information when helpful.

Student Demographic

See the Student Interchange CEDAR/COGNOS report guide posted on the [Student Interchange website](#) for information regarding all Student Demographic related reports. Below are notes regarding specific reports SEY data respondents may find beneficial during the SEY reporting cycle.

English Learner Historical Reporting | … by District | … for Multiple SASIDs

These three reports provide historical information regarding the historical English Learner status of a student. The first allows a respondent to lookup an individual student's history by SASID, the second an entire list by the reporting district, and the third allows a respondent to look up multiple SASIDs at once.

A student's EL status in the SEY collection should match their status in the OCT collection when the student has remained in the same district all year long. Any mid-year changes to a student's status require an approved exception request.

When students transfer between districts or leave and return to the same district, districts are expected to follow the EL screening procedures detailed on the [ELD Program Requirements webpages.](#) Students with prior EL history whose screening results show they are English Proficient would be placed in the applicable spot along Colorado's standard EL progression. These reports are very helpful when reviewing a student's EL history across Colorado to place a student appropriately along the EL progression after screening.

Migrant Student List

List of students by district who have been identified as Migrant students by CDE's Office of Migrant Education. More information can be found on the [Office of Migrant Education's website.](#)

Students on this list are expected to have a free reduced lunch status of '01' free.

Foster Care Student List

This is a list of students who have been identified as in Foster Care by the Colorado Department of Education using data provided by the Colorado Department of Human Services. This information is confidential and should not be shared with unauthorized individuals.

Students on this list are expected to have a free reduced lunch status of '01' free.

SASID	First Name	Last Name	Date of Birth	Grade Level	School Code	School Name	FRL Eligibility

Student School Association

See the Student Interchange CEDAR/COGNOS report guide posted on the [Student Interchange website](#) for information regarding all Student School Association related reports. Below are notes regarding specific reports SEY data respondents may find beneficial during the SEY reporting cycle.

Date First Enrolled in US Report

This report allows a respondent to look up the date on record with CDE that a student was first enrolled in a US school by SASID. This is based upon records reported in the data pipeline system.

The SEY collection cross checks the reported 'Date First Enrolled in US' reported by districts in Spring Assessments data collections with SEY data. Districts should not have a more recent date first enrolled in the US than reported by their LEA or another during the school year.

Report Tip: If you don't input a SASID in the prompt screen and select 'Finish', the report will pull the entire district list.

SASID	School Code	LASID	First Name	Last Name	Date of Birth	Current Entry Grade Level	Current Date First Enrolled in SSA File	Calculated Date First Enrolled in US	Calculated Date First Enrolled Entry Type	Calculated Grade First Enrolled in CO

Special Education Transition Historical Reporting

This report will display Student October information, Student End of Year information, and Special Education End of Year information for the current year. To view the information in this report, the district must have the Student October Snapshot and the Student End of Year Snapshot in place for the year prompted. The report will pull and display all students indicated as Special Education Transition along with information reported from the various collections.

This report is designed to support coding for Transition students, allowing districts to compare their coding to the coding patterns outlined in [section 5 of the SEY Collection Manual](#), posted on the [SEY Website.](#)

Students with an assigned Anticipated Year of Graduation

This list of students reflects students on your SSA file who have an assigned Anticipated Year of Graduation (AYG). It is based upon the prior year's SEY reporting and does not update until this year's student end of year reporting is finalized. To review current AYG cohorts as updated by the creation of a new student end of year snapshot, please see the 'Student List: AYG Cohort' report in the Student End of Year COGNOS reporting category file.

SEY respondents may find this report most helpful in the interim between the prior year SEY and the opening of the current year SEY collection. It is important to note that this report only matches against untagged DEM & SSA files.

Graduation Guidelines

See the Student Interchange CEDAR/COGNOS report guide posted on the [Student Interchange website](#) for information regarding all Graduation Guidelines related reports. Below are notes regarding specific reports SEY data respondents may find beneficial during the SEY reporting cycle.

It is important to note that the graduation guidelines interchange file opens in July each year alongside the student demographic and student school association files. The reports mentioned below are available year-

round to support districts as they monitor graduation guidelines completion for their students in anticipation of the SEY collection. All GG reports match data from untagged DEM & SSA files only. If a LEA only has OCT tagged or DEC tagged DEM & SSA files in pipeline, the GG reports will not function.

Graduation Guidelines: List of Students - Summary

This report shows the Graduation Guidelines status for any student listed on your district's current untagged SSA file who has at least one reported graduation guideline measure. If a student is not on this list that means no measures have been reported for their SASID, even if they are in a grade level where information may be anticipated. This quick status summary allows you to review students who have met one or both types of measures (English or Math), their Anticipated Year of Graduation, current grade level, and most recent exit status.

SEY Respondents may find it helpful to pull this report periodically throughout the school year to share with high school counselors/administrators/staff supporting student completion of GG requirements for graduation. During the SEY collection, any student listed as graduating (school exit type 90, 95, or 96) must have met GG in both English and Math, as reported on the GG file. Without this information the student's record will receive an error in the SEY collection.

					Current Grade	Current Exit Date	Current Exit Type	Anticipated Year of Graduation (AYG)	Met English Measure	Met Math Measure
Current School Code	Current School Name	SASID	First Name	Last Name	100	00000000	00	2026	Yes	Yes
					120	00000000	00	2024	No	No
					110	00000000	00	2025	Yes	Yes

Graduation Guidelines Student History Report

This report shows all Graduation Guidelines measures reported for a given SASID across all districts and years. It is designed to assist districts in looking up reported measures for transfer students. This report is limited by the available information. Districts are encouraged to report any Graduation Guidelines measure completed by all students throughout the year but are only required to report measures for graduating students. Some districts choose to only report the minimum required information and others report all available information.

This report is designed for districts to use when a detailed reporting history for a specific student's GG are needed.

Graduation Guidelines: Student Completion List

This report shows all reported Graduation Guideline measures for any student listed on your district's current untagged SSA file. If a student is not on this list that means no measures have been reported for their SASID, even if they are in a grade level where information may be anticipated. This report is limited by the available information in Data Pipeline. Districts are encouraged to report any Graduation Guidelines measure completed by all students throughout the year but are only required to report measures for graduating students. Some districts choose to only report the minimum required information and others report all available information.

This report is designed for districts to use when a detailed reporting history of graduation guidelines is needed for all students.

Student End of Year Reports

Users with the Student End of Year permissions in Identity Management (IdM) have access to Student End of Year reports in CEDAR. This includes the IdM roles of SEY~LEA Viewer, SEY~LEA User, and SEY~LEA Approver.

These reports are based upon data compiled in the SEY Snapshot. Some reports are operational in nature, designed to support the process of completing the SEY collection. Other reports reflect the rates derived from the SEY collection. All graduation/completion, dropout, and mobility/stability rates are embargoed until the public data release in January each year following the completion of the SEY collection. Embargoed rates may be used for internal district purposes only and may not be shared externally or publicly until the official data release.

Operational Reports

There are several available SEY reports that are operational in nature, designed to help data respondents with the process of reporting SEY data. These reports update with new file uploads and/or when a new student end of year snapshot is created.

Operational reports fall under the categories of SASID Lookups, Student Lists, Cross LEA reports, snapshot records, or error reports for the SEY snapshot and Adjustment file.

Adjustment File: Error Summary

This report shows a list of the business rules triggered by an Adjustment file upload. It matches the Data Pipeline Error report for the Adjustment file.

Former Report Name *EOY Adjustments Error Summary Report*

Adjustment File: Error Detail

This report shows a detailed list of student records and the corresponding business rules triggered by an Adjustment file upload. It matches the Data Pipeline Error report for the Adjustment file.

Former Report Name *EOY Adjustments Errors Detail Report*

SEY Error Summary Report

This report shows a list of the business rules triggered by a SEY snapshot. It matches the Data Pipeline Error report for the SEY Snapshot.

This report includes a dropdown menu entitled 'select workflow step.' This will sort the business rules into the originating phase.

- *Snapshot Edits* are the regular phase (SE001-SE400 series) business rules.
- *Cross LEA Edits* are the Cross LEA phase (SE700/SE800 series) specific business rules.
- *Post Cross LEA Edits* are the Post-Cross LEA phase (SE900 series) specific business rules.

It is important to note that regular phase rules can trigger at any point during the collection, requiring respondents to review this report for all workflow step categories once the later phases of the collection have begun. Districts are encouraged to use the data pipeline error report to review errors and warnings during the Cross LEA and Post-Cross LEA phases if they wish to see all errors/warnings in one screen.

Former Report Name *EOY Error Summary Report*

SEY Error Detail Report

This report shows a detailed list of student records and the corresponding business rules triggered by a SEY snapshot. It matches the Data Pipeline Error Detail report for the SEY Snapshot.

This report includes a dropdown menu entitled 'select workflow step.' This will sort the business rules into the originating phase.

- *Snapshot Edits* are the regular phase (SE001-SE400 series) business rules.
- *Cross LEA Edits* are the Cross LEA phase (SE700/SE800 series) specific business rules.
- *Post Cross LEA Edits* are the Post-Cross LEA phase (SE900 series) specific business rules.

It is important to note that regular phase rules can trigger at any point during the collection, requiring respondents to review this report for all workflow step categories once the later phases of the collection have begun. Districts are encouraged to use the data pipeline error report to review errors and warnings during the Cross LEA and Post-Cross LEA phases if they wish to see all errors/warnings in one screen.

Former Report Name *EOY Error Detail Report*

SEY Snapshot Records

This report shows a list of all Student End of Year snapshot records for the selected year. Districts are encouraged to save a copy of their final snapshot data each year for archival purposes.

This report reflects the current SEY File Layout. When reviewing data for a prior year there may be columns without any data. These are data fields that have been added to the SEY File Layout after that reporting year.

Former Report Name *EOY Snapshot Records*

SEY Respondent Contact List

This report shows a list of SEY data respondents and their contact information (as entered in Data Pipeline) to help SEY data respondents if they need to communicate with another district to resolve post collection SEY errors/warnings. This list can also be used when a district needs to request confirmation of enrollment and attendance from another district. Only users with SEY User or SEY Approver roles in data pipeline are reflected in this list. SEY Viewers are not reflected.

Email StudentEndofYear@cde.state.co.us if your listed phone number is incorrect and Data Pipeline does not prompt you to enter a phone number upon login to data pipeline.

District	District Code	Last Name	First Name	Phone Number	Phone Extension	Email	Last Data Pipeline Login Date

Former Report Name *EOY Contact List*

SASID Lookup: Anticipated Year of Graduation

This report allows districts to lookup a student by SASID to see if an AYG has been assigned to the student yet. Students entering a Colorado public high school for the first time are assigned an AYG based upon their grade level. Once assigned through the Student End of Year collection, AYG does not change. It will automatically pull into any subsequent collections. The number of years into the cohort and the last reported school year will update as snapshots are taken during the SEY collection.

Former Report Name *EOY AYG Lookup by SASID*

SASID Lookup: Cross LEA

This report allows a district to lookup a student by SASID to see if another school district has reported the same student in the same collection year. It is designed to support districts with entry/exit coding issues caused by conflicting records in two different districts. This report updates as districts create SEY snapshots.

Former Report Name *EOY Cross LEA Lookup by SASID*

SASID Lookup: SEY and OCT record (prior, current, subsequent year)

This report is designed to support districts with data checks between the Student End of Year and October data collections. Since many data checks refer to the way a student was reported in a prior year compared to the current year, or the current year compared to the subsequent year, three years of data is shown when available. This report only reflects data for the given SASID as reported by the reporting district. It does not show data reported by other districts.

Prior School Year 2020-2021 SEY Record(s):

School District/BOCES Code	Local ID (LASID)	Student's State ID (SASID)	Student's Last Name	Student's First Name	Student's Middle Name	Student's Gender	Student's Birth Date	School Code	Grade Level	School Entry Date	School Entry Type	School Exit Withdraw Date	School Exit Withdraw Type	Retention Code	Last Record Flag Internal (District)	Last Record Flag State Internal	Date First Enrolled in U.S.	Home Based Education
									080		02	00000000	00	0	1	1		

Current School Year 2021-2022 OCT Record(s):

School District/BOCES Code	Local ID (LASID)	Student's State ID (SASID)	Student's Last Name	Student's First Name	Student's Middle Name	Student's Gender	Student's Birth Date	School Code	Grade Level	Pupil Attendance Info	Home Based Education	Non Se Progr
									090			

Current School Year 2021-2022 SEY Record(s):

School District/BOCES Code	Local ID (LASID)	Student's State ID (SASID)	Student's Last Name	Student's First Name	Student's Middle Name	Student's Gender	Student's Birth Date	School Code	Grade Level	School Entry Date	School Entry Type	School Exit Withdraw Date	School Exit Withdraw Type	Retention Code	Last Record Flag Internal (District)	Last Record Flag State Internal	Date First Enrolled in U.S.	Home Based Education
									090		11	00000000	00	0	1	1		

Subsequent School Year 2022-2023 OCT Record(s):

School District/BOCES Code	Local ID (LASID)	Student's State ID (SASID)	Student's Last Name	Student's First Name	Student's Middle Name	Student's Gender	Student's Birth Date	School Code	Grade Level	Pupil Attendance Info	Home Based Education	Non Se Progr
									100			

Former Report Name *EOY and OCT record (prior, current, subsequent year) – SASID lookup*

Student List: AYG Cohort

This report shows the AYG Cohort (graduation base) for a given AYG cohort and IPST category. It includes the status of the student based upon their most recent exit date and the last reported school year for a student.

Possible statuses include:
- Graduate – school exit types 90, 95, 96; Counted as a graduate in graduation rates.
- Other Completer – school exit type 92; Counted as a completer in completion rates.
- HSED Recipient – school exit type 93 or 94; Counted as a completer in completion rates.
  - Note: Federal reporting does not consider these students completers.
- Still Enrolled – school exit type 00; Student is continuously enrolled in the LEA.
- Dropout, Expulsion, or HSED Transfer – school exit types 01, 40, 50, 70; Student remains in the AYG cohort base for the LEA. LEAs are encouraged to follow-up with these students to either reengage them in education or determine if they have an updated status requiring an adjustment record or other SEY record.
- Other Transfer – school exit types 12, 18, 19, 21, 26, & 30; Student remains in the AYG cohort for the LEA. LEAs are encouraged to annually follow-up with these students to either reengage them in education or determine if they have an updated status requiring an adjustment record or other SEY record.

- Alternate Assessment Participant – student indicated as an alternate assessment participant.
  - Note: Federal reporting counts students with school exit types 90, 95, 96 (graduated) AND alternate assessment participant '1' yes as COMPLETERS instead of graduates based upon the federal definition of a graduate.
  - Colorado publicly posted graduation rates and graduation rates for accountability frameworks count students with school exit type 90, 95, 96 (graduated) AND alternate assessment participant '1' yes as GRADUATES for graduation rates.

This report only lists students who are included in the AYG Cohort for the selected AYG, years in the cohort, and IPST category.

Colorado Department of Education — Page: 1
Student List: AYG Cohort
Students from the 2022-2023 AYG
IPST Category - All Students
District:

Note: Students in the AYG Cohort are included in the denominator for graduation and completion rates. This report shows the last reported exit status for a student in the AYG cohort. In some situations, a student may have transferred out of the district with a school exit type that keeps them in the AYG Cohort (school exit types 40, 50, 70, 12, 18, 19, 21, 26, & 30). Districts are encouraged to annually follow-up with these students to determine if an adjustment record is needed.

School Code	SCHOOL NAME	Last Name	First Name	SASID	Anticipated Year of Graduation	Starting Grade for Grad Cohort	Starting Year for Grad Cohort	Starting District for Grad Cohort	Last Reported School Year	School Exit Type	Adjustment Justification Code	Graduate	Other Completer	HSED Recipient	Still Enrolled	Dropout Expulsion or HSED Transfer	Other Transfer	Alternate Assessment Participant
					2023	090	2020		2023	90	00	1	0	0	0	0	0	0
					2023	090	2020		2023	40	00	0	0	0	0	1	0	0

Report selection screen dropdown menus:

If the SEY collection has not yet opened, select the current year as the 'anticipated year of graduation' and 3 years as the 'number of years in cohort' to review the AYG cohort base as of last year's data.

Once the SEY collection opens and your district has created a snapshot, select the current year as the 'anticipated year of graduation' and 4 years as the 'number of years in cohort' to review the AYG cohort base that reflects the current SEY collection.

Required Selections:
Anticipated Year of Graduation: 2023-2024   Select District: 1550 - Poudre R-1
Number of Years in Cohort: 3 Years   IPST Category: All Students

Example
Current Year: 2023-2024; Time-Frame: August through April;
Desired AYG Cohort: 4th year students expected to graduate this year

Required Selections:
Anticipated Year of Graduation: 2023-2024   Select District: 1550 - Poudre R-1
Number of Years in Cohort: 4 Years   IPST Category: All Students

Example
Current Year: 2023-2024; Time-Frame: May (collection open) to Collection Close;
Desired AYG Cohort: 4th year students expected to graduate this year

Former Report Name *EOY Student List – Students from Current AYG*

Student List: AYG Cohort Adjustments

This report will display a list of students by school for whom an adjustment record was loaded in the selected school year. Adjustments are used to provide additional information about 7th-12th grade students who exited a school district in a prior year and were not enrolled during the current year. They adjust the exit status for dropouts (exit type 40), expulsions (exit type 50), and HSED transfers (exit type 70), which impacts graduation, completion, and dropout rates. Adjustments are typically made during the Cross LEA phase to address SE700 series errors.

Former Report Name *EOY All Membership Base Adjustments made for the AYG*

Student List: District and School Mobility Instances

This report shows a list of all students by SASID with their mobility status at the district and school levels including a count of both school and district mobility instances. Students will have a record at each school attended during the school year. School mobility instances include any movement in/out of a school with a gap of 10+ days after October 1st during the school year. District mobility instances include any movement in/out of a district with a gap of 10+ days after October 1st during the school year. A student may have a school mobility instance but not have a district mobility instance if they transfer between schools in the district but do not leave the district.

Former Report Names *EOY School Student Mobility Report & EOY District Student Mobility*

Student List: Dropouts

This report reflects the list of students coded as dropouts for a district in the given year (school exit types 40 or 01). Students with adjustment justification code 40 with an adjustment school year of the prior year indicating they are a summer district dropout are also included in this report.

Colorado Department of Education
Student List: Dropouts
District:
School Year: 2023-2024
Note: Students on this list are counted in the numerator of dropout rates.

Page:

School Code	School Name	SASID	First Name	Last Name	Federal Race	Gender	Grade Level	School Exit Type	Adjustment Justification Code
									40
								40	
								01	

Former Report Name *EOY Student Dropout List*

Student List: HSED Recipients

This report shows the list of students reported to CDE as having received their HSED during the current school year. The 'GED Extract Date' is the date CDE received this information, typically reflecting the end of the month in which the student completed their HSED (updated monthly). Students on this list can be counted as 'completers' for their last district of attendance as indicated by Exit Type 93 or 94.

Tip: Use the find function in your browser to search for a specific student by SASID. (Shortcut Key: CTRL + F)

Reach out to the SEY data collection lead if you believe there is a record in error on this report (such as a PK8 student), as the data CDE receives is run through a matching system to find the student's SASID and occasionally the matching process may have a glitch.

Last Name	First Name	Middle Name	Suffix	Birth Date	Gender	Last Year Attended	NCES Code	SASID	GED Extract Date	Last District Student Attended
									11302023	Per RITS
									11302023	

Former Report Name *List of HSED Students*

Student List: Records Excluded from SEY Snapshot Due to Criteria

This report shows a list of students who are excluded from the SEY Snapshot because they do not meet the snapshot criteria. If an LEA expects a student on this list to be included in the SEY snapshot, they must address the snapshot criteria preventing the record from being included in the SEY snapshot.

Snapshot Criteria Issues:

- Students with only a DEM record.
- SSA Record with 'Group B' Pupil Attendance Information (not in 01-08)
- SSA record that is not a Primary School record
- Excluded due to grade level
- Excluded due to Student Interchange (DEM/SSA) errors

Colorado Department of Education
Student List: Records Excluded from SEY Snapshot Due to Criteria

District Code: ▮▮▮▮▮▮
School Year: 2023-24

Note: The Student End of Year collection only includes students who meet the criteria listed on the SEY Snapshot File Layout. The students listed below have a record in the Student Interchange that does not meet the criterion for this snapshot. If a student appears on this list that should be included in the SEY snapshot, update the record to meet the criteria for the snapshot and then create a new SEY snapshot.

Students with only a Demographic Record:
Verify the student's enrollment status in your district. If the student attended your district in the current school year, add a Student School Association record to include this student in the snapshot.

SASID	Last Name	First Name	Middle Name	Gender	Date of Birth

SSA Record with "Group B" Pupil Attendance Information (not in 01-08):
Only records where primary school = 1 (yes) are included in the SEY snapshot. All non-primary, or secondary, enrollment records are excluded from the Student End of Year snapshot. Students are considered 'accountable' to their primary school meaning they are only included in the graduation/completion, dropout, and mobility/stability rates for their primary school. If a record listed below should be included in your snapshot update the student's primary school code. Please remember, students cannot have overlapping enrollment dates at two different primary schools simultaneously. They must exit one school before entering the next.

SASID	Last Name	First Name	Gender	Date of Birth	Pupil Attendance Information	School Code	Grade Level	School Entry Date	School Entry Type	School Exit Date	School Exit Type

SSA Record that is not a Primary School record:
Only records where primary school = 1 (yes) are included in the SEY snapshot. All non-primary, or secondary, enrollment records are excluded from the Student End of Year snapshot. Students are considered 'accountable' to their primary school meaning they are only included in the graduation/completion, dropout, and mobility/stability rates for their primary school. If a record listed below should be included in your snapshot update the student's primary school code. Please remember, students cannot have overlapping enrollment dates at two different primary schools simultaneously. They must exit one school before entering the next.
    No Data Available

Excluded due to Grade Level:
Enrollment records indicating infants (grade level = 002) are excluded from the Student End of Year snapshot. This collection only includes PK-12 students. If the student listed if not an infant, but rather a PK-12 student, update their grade level to show the appropriate grade level and include them in the SEY snapshot.
    No Data Available

Excluded due to Student Interchange Errors:
Only records with error free Student Demographic (DEM) and Student School Association (SSA) records are included in the SEY snapshot. Clear the errors on your Student Interchange files to included these students in your snapshot. This will also clear the corresponding SE400 series for the student if applicable.

SASID	Last Name	First Name	Middle Name	Gender	Date of Birth	DEM Error Indicator	SSA Error Indicator
						N	Y

This report was expanded in 2023-2024 to include all reasons a record may be excluded instead of just student interchange errors. This allowed the removal of several business rule 'warnings' that used to address the other reasons a record may be on a LEA's SSA file but not be part of the SEY snapshot.

Former Report Name *EOY Snapshot Records Excluded Due to Profile Errors*

Student List: SEY Homebased Education Status

This report shows the list of students reported as homebased education = 1 (yes). It includes the Anticipated Year of Graduation, school entry date, school entry type, school exit date, and school exit type to assist with the related student end of year errors and warnings.

Due to the rules for calculating graduation, completion, and dropout rates, homebased education students are restricted from being coded with some exit types. For dropout rate calculations these students are included in the student membership base but are not counted as dropouts and therefore restricted from using exit types 01 and 40. These students should be excluded entirely from graduation/completion rates. That means they cannot be counted as a graduate or completer (Exit Types 90-96) and if they have an AYG assigned in the current year or a prior year, they must exit at the end of the school year with an exit type that removes them from the AYG cohort. If they return next year, use the matching entry type. This is typically Exit 16 at the end of one year with Entry 16 the following year if they are returning.

Cross LEA Student List: Students Removed from AYG Cohort

This is a new report for the 2023-2024 school year to replace some of the Cross LEA Warnings. It lists students who were previously part of the LEA's AYG cohort but have been removed during the current SEY collection because they began attending a different Colorado public school district. The report shows the last reported school, school year and exit type for the LEA with the district code now claiming the student. These students are no longer part of the AYG cohort for the listed school when calculating graduation rates.

Cross LEA Student List: Students with SE700 Errors or Warnings

This is a new report in the 2023-2024 school year to replace the EOY Cross LEA Edits report, providing dynamic information regarding students who are receiving SE700 series errors or warnings during the Cross LEA phase. When the student has a record in another district the basic school entry/exit information is shown to support communication between districts when resolving SE700 series errors.

Graduation/Completion

Graduation and completion rates are publicly posted on the [Graduation Statistics website.](#) This site includes current rates, historical rates, FAQs, definitions, data privacy guidelines, and formulas for rate calculations.

Graduation: District and School Rates by AYG

This report shows the available 3-, 4-, 5-, 6-, and 7-year graduation and completion rates for the selected AYG cohort. Zeros are reported for years the cohort has not yet reached in high school. These rates match the publicly posted graduation/completion rates on the graduation statistics site for the selected AYG and the rates used by Colorado's Accountability Frameworks for the AYG.

This report shows both school and district level information for all students along with the disaggregated rates for specific student groups.

3-year graduation rates are not publicly available and are used for internal LEA purposes only.

Former Report Name *EOY All Graduation and Completion Rates for AYG*

Graduation: 3-, 4-, 5-, 6-, 7-year rates by School Year

This is a new report for 2023-2024 designed to consolidate and replace the former graduation rate reports in CEDAR. LEAs select the reporting school year to review graduation/completion counts and rates for all applicable AYG cohorts for that year. Scroll to the right to see rates for each student group.

3-year graduation rates are not publicly available and are used for internal LEA purposes only. The Postsecondary Program IPST Category is also not publicly available and used for internal LEA purposes only.

Replaces the former reports:

- *EOY On-Time Graduation and Completion Rates*
- *EOY On-Time Graduation Rate by IPST Category for the Current AYG*
- *EOY On-Time Graduation Rates by Race/Ethnicity and Gender for the Current AYG*
- *EOY On-Time High School Graduates and Other Completers by Race/Ethnicity and Gender for the Current AYG*

Still Enrolled Rates: District and School by AYG

This report shows IPST information for the students still enrolled for the selected AYG cohort for the number of years students have been in the cohort by district and school.

4-Year Still Enrolled rates for all students are published each year. Still Enrolled rates for specific IPST categories or 5-, 6-, 7- year cohorts are not publicly available and are for internal LEA use only.

District Total

	Still Enrolled Count	Graduation Base Count	Still Enrolled Rate
ALL			%
Economically Disadvantaged			
English Learner			
Foster			
Gifted and Talented			
Homeless			
Migrant			
Military Connected			
Postsecondary Program Participant			
Student With Disabilities			
Title1			

Former Report Name *EOY Students Still Enrolled in Current AYG Cohort Group*

Dropout

Dropout rates are publicly posted on the Dropout Statistics website. This site includes current rates, historical rates, FAQs, definitions, data privacy guidelines, and the formula for rate calculations.

Dropout: District and School Rates

This is a new report for 2023-2024 to replace the former dropout rate CEDAR reports. This report shows rates for 'ALL' students and for individual grade levels. Only rates for 'ALL' students are published. Rates by grade level are provided for internal LEA use only. Scroll to the right to see rates for each student group.

N/A is used to indicate no students belong to the membership base for that grade level/student group.

These rates match the publicly posted dropout rates on the dropout statistics site for the selected school year. The dropout rates used by Colorado's Accountability Frameworks only include students in grades 9-12 as dropout rate is only used as a high school measure for accountability frameworks and not a middle school measure.

Replaces the former reports:

- *EOY Students Dropout Rates by School and IPST*
- *EOY Student Dropout Counts by School and Grade*

Dropout: Membership Base Grades 7-12

This is a highly technical report that displays the internal counts CDE uses to create the membership base for dropout rates. The final membership base counts are included in the *Dropout: Rates by School and District* report for quick reference.

This report is broken down by grade, race/ethnicity, and gender for each school and district. The linked student lists in this report are no longer functioning and are scheduled for update in the future.

This chart shows the column name from the report and details regarding which students are included in that column.

Column	Details
Beginning Pupil Count (1)	Students with entry type 00, 02, 03, 11 (first record only)
Retention from Prior Year (2A)	Students with a retention code in the prior year
Incoming Transfers (2B)	Students with entry type 01, 06, 10, 11 (other than first record), 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 25, 26, 30, 45, 55, 56, 90, 92, 93
Retrievals (3)	Students with entry type 40, 50, or 70
Pupil Count (1 + 2B + 3)	School Level: 1 + 2B + 3 District Level: 1 + 2B + 3 – 4
Outgoing transfers within district (4)	Students with exit type 10, 11, 20, 56
Outgoing transfers outside of district (5)	Students with exit type 06, 12, 13, 14, 15, 16, 18, 19, 21, 22, 23, 24, 26, 27, 28
Deceased or Seriously Ill (6)	Students with exit type 02 or 30
Expulsions and HSED Transfers (7A)	Students with exit type 50 or 70 *GED means HSED

Column	Details
Dropouts (7B)	Students with exit type 50 or 01
Total Withdrawals (Add 4+5+6+7A+7B)	Add columns 4 + 5 + 6 + 7A + 7B
Total Enrollment (Columns 1 + 2B + 3 minus Total Withdrawals)	Add columns 1 + 2B + 3 – Total withdrawals
These students will repeat same grade next year (Placed in 2A next year)	Students with retention code 1, 2, or 3
Next Year Beginning Count	Pupil Count – Total Withdrawals – Retentions – Graduates/Completers = Next Year Beginning Count

Formulas for Membership Base Counts

District Level:

Beginning Count + Incoming Transfers + Retrieval – Transfers in District = Membership Base

School Level:

Beginning Count + Incoming Transfers + Retrieval = Membership Base

Former Report Name *EOY School Membership and Dropout for Grades 7-12*

Mobility/Stability

Mobility and stability rates are publicly posted on the Mobility/Stability Statistics website. This site includes current rates, historical rates, FAQs, definitions, data privacy guidelines, and formulas for rate calculations.

Mobility: District and School Rates

This report was revised in 2023-2024 to replace the former mobility/stability rate CEDAR report. This report is designed to mirror the publicly posted mobility/stability rate information. Scroll to the right to see rates for each student group.

Mobility Instances are based upon student movement occurring after October 1st each year. Students must have a gap of 10+ days in enrollment to be considered mobile.

Former Report Name *EOY Mobility Rates by School, Grade, Race/Ethnicity, Gender, and IPST*

Mobility: Membership Base K-12

This report displays the reported total number of students in membership within each grade at the school and district level. It is a matrix showing race/ethnicity and gender by grade level. The membership base for mobility/stability includes all students in membership as of 10/1 and later each year.

Former Report Name *EOY End of Year Membership by School, Grade, Race/Ethnicity and Gender*

School Summary of All Rates

This is a planned new report for the 2023-2024 school year. It will be designed to mirror the Superintendent Verification (Sign-Off) form that is submitted as part of the SEY collection, allowing LEAs to view a similar summary of all rates for each school in the LEA as the district summary on the sign-off form.

The following information will be included on this report as it applies to a school:
- 4-, 5-, 6-, & 7-year Graduation/Completion rates
- Percent of students age 17 or older indicated as 'Military Enlisted'
- Dropout Rates
- Mobility/Stability Rates

School: (insert school code and name)

Graduation/Completion Rates:

Anticipated Year of Graduation (AYG)	# years in Cohort	AYG Graduation Base	Total Graduates	Graduation Rate	Total Completers	Completion Rate
2023-2024	4					
2022-2023	5					
2021-2022	6					
2020-2021	7					

Military Enlisted:

Military enlistment is included in the school/district performance frameworks at the high school level as part of the Postsecondary Workforce Readiness Indicator.

Count of students Age 17 or older	Count reported enlisting in the military	Percent of 17 or older enlisting in the military

Dropout Rates:

7th-12th grade Membership Base	Count of Dropouts	Dropout Rate

Mobility/Stability Rates:

K-12 Membership Base	Stable Student Count	Stability Rate	Mobile Student Count	Mobility Rate	Total Instances of Mobility	Mobility Incidence Rate

This report is anticipated to be released in July of 2024.