



U.S. DEPARTMENT OF EDUCATION

EDPass

**FS002 – Children with Disabilities
(IDEA) School Age
File Specifications**

SY 2022-23

This technical guide was produced under U.S. Department of Education Contract No. 91990019A0008 with Applied Engineering Management Corporation. Brandon Scott served as the contracting officer's representative. No official endorsement by the U.S. Department of Education of any product, commodity, service or enterprise mentioned in this publication is intended or should be inferred.

This technical guide is in the public domain. Authorization to reproduce it in whole or in part is granted. While permission to reprint this publication is not necessary, the citation should be: *FILE 000 – File Name File Specifications – VXX.X (SY XXXX-XX)*, U.S. Department of Education, Washington, DC: EDFacts. Retrieved [date] from the [EDFacts Initiative Home Page](#).

On request, this publication is available in alternate formats, such as Braille, large print, or CD Rom. For more information, please contact the Department's Alternate Format Center at (202) 260-0818.

DOCUMENT CONTROL

DOCUMENT INFORMATION

Title:	FS002 – Children with Disabilities (IDEA) School Age File Specifications
Security Level:	Unclassified – For Official Use Only

DOCUMENT HISTORY

Version Number	Date	Summary of Change
1.0 –18.0		Versions 1.0 through 18.0 are used to build files for school years prior to SY 2022-23.
19.0	January 2023	Updated for SY 2022-23: • Replaced references to ESS with EDPass • Section 1.0: revised definition of DG74 “Children with disabilities (IDEA) school age table” • Table 2.2-2 and Table 2.3-1: removed the Table Name column, which contained duplication; table name now displayed prior to Table 2.2-2 and Table 2.3-2 • Tables 2.2-1 and 2.3-1: removed references to EMAPS; IDEA SSS will be in EDPass for SY 2022-23 • Tables 4.1-1 and 4.2-1: Type changed from Number to Integer • Section 2.5: removed references to EMAPS in Q&As

PREFACE

This document provides technical instructions for building files that are submitted through EDPass, which is an electronic system that facilitates the efficient and timely transmission of data from SEAs to the U.S. Department of Education.

This document is to be used in coordination with other documentation posted on the [EDFacts Initiative Home Page](#) under EDFacts System Documentation, including:

- *EDFacts Workbook* – a reference guide to using EDPass; particularly useful to new users; contains multiple appendices, including one that explains how to use the file specifications
- *EDPass User Guide* – provides assistance to new users of EDPass; it addresses the basic mechanics of system access and data submission
- *EDFacts Business Rules Single Inventory (BRSI)* - a single inventory containing business rules applied to EDFacts data throughout the pre- submission lifecycle of that data. The inventory describes each business rule, including the EDPass rule ID, legacy rule ID, rule objective, error message, failure classification, definition, rule logic, file specifications and the data group where the business rules are applied

Please contact the Partner Support Center (PSC) with questions about the documents. You will find contact information for PSC and each State EDFacts Coordinator on the [EDFacts Contact Page](#).

Data submitted through EDPass are authorized by an Annual Mandatory Collection of Elementary and Secondary Education Data Through EDFacts (OMB 1850-0925, expires 6/30/2025). EDFacts is a centralized data collection system used by the National Center for Education Statistics and grant making offices across the U.S. Department of Education (ED) to gather survey and administrative data. Data are reported by State Education Agencies (SEAs) and include data at the SEA, local education agency (LEA), and/or school level.

CONTENTS

1.0	PURPOSE	1
2.0	GUIDANCE FOR SUBMITTING THIS FILE.....	1
2.1	Changes from the SY 2021-22 File Specifications	1
2.2	Requirements for Submitting this Data Group at the SEA and LEA Level ...	1
2.3	Requirements for Submitting this Data Group at the School Level	4
2.4	Categories and Permitted Values	7
2.5	Data Reporting Guidelines.....	10
2.5.1	SEA level	11
2.5.2	LEA Level	13
2.5.3	School Level	13
2.6	Definitions	14
3.0	FILE NAMING CONVENTION	15
4.0	FIXED OR DELIMITED FILES	16
4.1	Header Record Definition	16
4.2	Data Record Definition.....	17

1.0 PURPOSE

This document contains instructions for building files to submit ED*Facts* Data Group 74: Children with disabilities (IDEA) school age table. The definition for this data group is:

Revised! The unduplicated number of children with disabilities (IDEA) who are receiving services and are ages 5 (in kindergarten) through 21 and receiving special education and related service according to an individualized education program (IEP) or a services plan in place on the state's child count date.

The data collected using this file specification are required by the Individuals with Disabilities Education Act (IDEA), Section 618. The data are also used in the Non-Fiscal Survey of the Common Core of Data (LEA level) and by the Office for Civil Rights (School level).

The ED data stewarding office/s for this file: OSERS/OSEP and OCR (school-level)

2.0 GUIDANCE FOR SUBMITTING THIS FILE

This section contains changes from the previous school year, core requirements for submitting this file, required categories and totals, and general guidance.

2.1 Changes from the SY 2021-22 File Specifications

This file specification was changed in the Information Change Request (ICR) as follows:

Clarified the definition by changing "who are receiving services" to "who are ... receiving special education and related service according to an individualized education program (IEP) or a services plan in place on the state's child count date."

2.2 Requirements for Submitting this Data Group at the SEA and LEA Level

This section contains two tables that summarize the reporting requirements at the SEA and LEA level. Requirements for submitting at the school level are in section 2.3. The first table contains the reporting period, the education units included or excluded, the type of count, and zero count reporting. The second table contains the required categories and applicable totals.

Table 2.2-1: Core Reporting Requirements for SEA and LEA Levels

	SEA	LEA
Reporting Period	Child Count Date – The date designated by the state that is between October 1 and December 1 for the IDEA child count	Child Count Date – The date designated by the state that is between October 1 and December 1 for the IDEA child count

Education Units Reported	Include SEA	Include LEAs that had responsibility for the education of children with disabilities (IDEA) at the time of the state's child count.
Education Units Not Reported		Closed, inactive, or future LEAs
Type of Count	Once (unduplicated count)	At only one LEA (unduplicated count across LEAs)
Zero Counts	Required for all valid combinations; see Zero Exceptions or Not Applicable as explained below.	Required for the total of the education unit. Not required for category sets or subtotal.
Zero Exceptions or Not Applicable	Disability Category (IDEA) – If your state does not use a permitted value (<i>e.g.</i>, multiple disabilities), do not use that permitted value in the file (<i>i.e.</i>, category sets A and B and subtotal 3). Your use of the permitted values must be consistent within the file and with other files that report data by disability category (IDEA). Your use of the permitted values must be consistent with responses to the IDEA SSS. Revised! Educational Environment (IDEA) SA - If a state does not use a permitted value (<i>e.g.</i>, Residential Facility), do not use that permitted value in the file (<i>i.e.</i>, Category set B, C, D, and E and subtotals 6 and 7). Your use of the permitted values must be consistent within the file. Your use of the permitted values must be consistent with responses to the IDEA SSS. Revised! Disability Category (IDEA) by age – If the permitted value “development delay” is not applicable at certain ages, leave those combinations out	Disability Category (IDEA) – If your state does not use a permitted value (<i>e.g.</i>, multiple disabilities), do not use that permitted value in the file (<i>i.e.</i>, category sets A and B and subtotal 3). Your use of the permitted values must be consistent within the file and with other files that report data by disability category (IDEA). Your use of the permitted values must be consistent with responses to the IDEA SSS. Revised! Educational Environment (IDEA) SA - If a state does not use a permitted value (<i>e.g.</i>, Residential Facility), do not use that permitted value in the file (<i>i.e.</i>, Category set B, C, D, and E and subtotals 6 and 7). Your use of the permitted values must be consistent within the file. Your use of the permitted values must be consistent with responses to the IDEA SSS. Revised! Disability Category (IDEA) by age – If the permitted value “development delay” is not applicable at certain ages, leave those combinations out

	of the file. Your use of the permitted values must be consistent within the file and with other files that report data by disability category (IDEA). Your use of the permitted values must be consistent with responses to the IDEA SSS . Revised!	of the file. Your use of the permitted values must be consistent within the file and with other files that report data by disability category (IDEA). Your use of the permitted values must be consistent with responses to the IDEA SSS . Revised!
Missing	Use “-1” to report missing counts. Use “MISSING” when a category is not available.	Use “-1” to report missing counts. Use “MISSING” when a category is not available.
Related Metadata Survey	The responses to the IDEA SSS and the permitted values reported must align. See information related to IDEA SSS in Zero Exceptions or Not Applicable above. Revised!	The responses to the IDEA SSS and the permitted values reported must align. See information related to IDEA SSS in Zero Exceptions or Not Applicable above. Revised!

The table below lists the combinations of the categories and totals that are expected to be submitted for this file at the SEA and LEA levels:

- An “X” in the column indicates that the category value must be submitted when reporting that aggregation.
 - For example, in category set B, data must be disaggregated by Disability Category (IDEA), Age (School Age) and Educational Environment (IDEA) SA.
- A “Z” in the column indicates that the category value is not required to be submitted when reporting that aggregation but may be included if available.
 - For example, in category set A, data can be submitted disaggregated by Racial Ethnic and Disability Category (IDEA) with Sex (Membership) reported as missing.
 - If the data in the “Z” cells are not included, the category must be reported as “missing”.
- The total indicator must be either “Y” (Yes) or “N” (No).
 - If the record is for a category set, specify an “N” (No).
 - If the record is for a subtotal or education unit total, specify a “Y” (Yes).

New! The technical name of the data used in the file is: IDEADISAB

Revised! Table 2.2–2: Required Categories and Totals for SEA and LEA level

Aggregation	Racial Ethnic	Sex (Membership)	Disability Category (IDEA)	Age (School Age)	Educational Environment (IDEA) SA	English Learner Status (Both)	Total Indicator	Comments
Category Set A	X	Z	X				N	Student Count by Racial Ethnic by Disability Category (IDEA) and if available by Sex (Membership)
Category Set B			X	X	X		N	Student Count by Disability Category (IDEA) by Age (School Age) by Educational Environment (IDEA) SA
Category Set C	X				X		N	Student Count by Racial Ethnic by Educational Environment (IDEA) SA
Category Set D		X	Z		X		N	Student Count by Sex (Membership) by Educational Environment (IDEA) SA and if available by Disability Category (IDEA)
Category Set E		Z	Z		X	X	N	Student Count by Educational Environment (IDEA) SA by English Learner Status (Both) and if available by Sex (Membership) and by Disability Category (IDEA)
Subtotal 1		X					Y	Student Count by Sex (Membership)
Subtotal 2				X			Y	Student Count by Age (School Age)
Subtotal 3			X				Y	Student Count by Disability Category (IDEA)
Subtotal 4	X						Y	Student Count by Racial Ethnic
Subtotal 5						X	Y	Student Count by English Learner Status (Both)
Subtotal 6					X		Y	Student Count by Educational Environment (IDEA) SA
Subtotal 7				X	X		Y	Student Count by Age (School Age) by Educational Environment (IDEA) SA
Total of the Education Unit							Y	Total of the Education Unit

2.3 Requirements for Submitting this Data Group at the School Level

This section contains two tables that summarize the reporting requirements for the school level. The first table contains the reporting period, the education units included

or excluded, the type of count, and zero count reporting. The second table contains the required categories and applicable totals (school level).

Table 2.3-1 Core Reporting Requirements for School Level

	School
Reporting Period	Child Count Date - The date designated by the state that is between October 1 and December 1 for the IDEA child count.
Education Units Reported	Include public schools where children with disabilities (IDEA) attended at the time of the state's child count <i>Note</i> – Public schools include state-operated agencies that provide education to students with disabilities (IDEA), including agencies that serve students with specific disabilities (IDEA) (such as hearing impaired or vision impaired) and agencies that provide education to adjudicated youth
Education Units Not Reported	Closed, inactive, or future schools.
Type of Count	At only one school
Zero Counts	Required for the total of the education unit. Not required for category sets or subtotals.
Zero Exceptions and Not Applicable	Disability Category (IDEA) – If your state does not use a permitted value (<i>e.g.</i> , multiple disabilities), do not use that permitted value in the file (<i>i.e.</i> , category sets A and B and subtotal 3). Your use of the permitted values must be consistent within the file and with other files that report data by disability category (IDEA). Your use of the permitted values must be consistent with responses to the IDEA SSS. Educational Environment (IDEA) SA - If a state does not use a permitted value (<i>e.g.</i> , Residential Facility), do not use that permitted value in the file (<i>i.e.</i> , Category set B, C, D, and E and subtotals 6 and 7). Your use of the permitted values must be consistent within the file. Your use of the permitted values must be consistent with responses to the IDEA SSS. Disability Category (IDEA) by age – If the permitted value “development delay” is not applicable at certain ages, leave those combinations out of the file. Your use of the permitted values must be consistent within the file and with other files that report data by disability category (IDEA). Your use of the permitted values must be consistent with responses to the IDEA SSS.
Missing	Use “-1” to report missing counts. Use “MISSING” when a category is not available.
Related Metadata Survey	The responses to the IDEA SSS and the permitted values reported must align. See information related to IDEA SSS in Zero Exceptions and Not Applicable above. Revised!

The table below lists the combinations of the categories and totals that are expected to be submitted for this file at the school level:

- An “X” in the column indicates that the category value must be submitted when reporting that aggregation.
 - For example, category set A must be disaggregated by Racial Ethnic, Sex (Membership) and Disability Category (IDEA).
- A “Z” in the column indicates that the category value is not required to be submitted when reporting that aggregation but may be included if available.
 - For example, in category set E data are not required to be disaggregated by Educational Environment (IDEA) SA.
 - If the data in the “Z” cells are not included, the category must be reported as “missing”.
- The total indicator must be either “Y” (Yes) or “N” (No).
 - If the record is for a category set, specify an “N” (No).
 - If the record is for a subtotal or education unit total, specify a “Y” (Yes).

New! The technical name of the data used in the file is: IDEADISAB

Some of the category sets and totals are not required at the school level. The final column indicates which category sets and totals are required.

If an optional category set or subtotal will not be submitted, the state must still submit one record of that category set, using MISSING for any categories in that record. Since students in a missing category set (or subtotal) cannot be counted, a count of -1 should be submitted. An example of the one record that must be submitted for category set B when that category set will not be used follows.

Submit this record if Category Set B will not be submitted	1,80,01,StateLEAID,StateSchoolID,IDEADISAB,,,,,,,,,MISSING,,,MISSING,MISSING,,N,-1
--	--

Revised! Table 2.3–2: Required Categories and Totals for School level

Category Set	Racial Ethnic	Sex (Membership)	Disability Category (IDEA)	Age (School Age)	Educational Environment (IDEA) SA	English Learner Status (Both)	Total Indicator	Is the category set or subtotal required at the school level
Category Set A	X	X	X				N	Yes
Category Set B			Z	Z	Z		N	No
Category Set C	Z				Z		N	No

Category Set	Racial Ethnic	Sex (Membership)	Disability Category (IDEA)	Age (School Age)	Educational Environment (IDEA) SA	English Learner Status (Both)	Total Indicator	Is the category set or subtotal required at the school level
Category Set D		X	X		X		N	Yes
Category Set E		X	X		Z	X	N	Yes
Subtotal 1		X					Y	Yes
Subtotal 2				Z			Y	No
Subtotal 3			X				Y	Yes
Subtotal 4	X						Y	Yes
Subtotal 5						X	Y	Yes
Subtotal 6					X		Y	Yes
Subtotal 7				Z	Z		Y	No
Total of the Education Unit							Y	Yes

2.4 Categories and Permitted Values

This section contains the categories and permitted values used for submitting this file.

DG74 - Children with disabilities (IDEA) school age table:

Educational Environment (IDEA) SA

The settings in which school-aged children ages 5 who are in kindergarten through 21 receive special education and related services.

Permitted Value Abbreviation	Permitted Value Description	Comments
RC80	Inside regular class 80% or more of the day	
RC79TO40	Inside regular class 40% through 79% of the day	
RC39	Inside regular class less than 40% of the day	
SS	Separate School	
RF	Residential Facility	

HH	Homebound/Hospital	Do not use this permitted value in the school level file.
CF	Correctional Facilities	
PPPS	Parentally placed in private schools	Do not use this permitted value in the school level file.
MISSING	Missing	Use when data are not available by this category.

Disability Category (IDEA)

The primary disability as identified in the Individualized Education Program (IEP) or service plan.

Permitted Value Abbreviation	Permitted Value Description	Comments
AUT	Autism	
DB	Deaf-blindness	
DD	Developmental delay	Valid only for children ages 3-9 when defined by the state
EMN	Emotional disturbance	
HI	Hearing impairment	
ID	Intellectual disability	
MD	Multiple disabilities	
OI	Orthopedic impairment	
SLD	Specific learning disability	
SLI	Speech or language impairment	
TBI	Traumatic brain injury	
VI	Visual impairment	
OHI	Other health impairment	
MISSING	Missing	Use when data are not available by this category.

Sex (Membership)

An indication that students are either female or male.

Permitted Value Abbreviation	Permitted Value Description	Comments
F	Female	
M	Male	
MISSING	Missing	Use when data are not available by this category.

Age (School Age)

The discrete age of children (students) who are school age on the state specified child count date.

Permitted Value Abbreviation	Permitted Value Description	Comments
AGE05K	Age 5 (Kindergarten)	
6	Age 6	
7	Age 7	
8	Age 8	
9	Age 9	
10	Age 10	
11	Age 11	
12	Age 12	
13	Age 13	
14	Age 14	
15	Age 15	
16	Age 16	
17	Age 17	
18	Age 18	
19	Age 19	
20	Age 20	
21	Age 21	
MISSING	Missing	Use when data are not available by this category.

Racial Ethnic

The general racial category that most clearly reflects individuals' recognition of their community or with which the individuals most identify.

Permitted Value Abbreviation	Permitted Value Description	Comments
AM7	American Indian or Alaska Native	
AS7	Asian	
BL7	Black or African American	
HI7	Hispanic/Latino	
PI7	Native Hawaiian or Other Pacific Islander	
MU7	Two or more races	
WH7	White	
MISSING	Missing	Use when data are not available by this category.

English Learner Status (Both)

An indication of whether students met the definition of an English learner.

Permitted Value Abbreviation	Permitted Value Description	Comments
LEP	English learners	
NLEP	Non-English learner	
MISSING	Missing	Use when data are not available by this category.

2.5 Data Reporting Guidelines

This section contains guidance for submitting this file in the format of questions and answers.

Which students should be reported in this file?

In alignment with 34 CFR 300.643 and 300.644, report the unduplicated count of the children (students) with disabilities (IDEA) who meet the following criteria:

- Are ages 5 in kindergarten through 21
- Receiving special education and related services according to an individualized education program (IEP) or services plan¹ in place on the state's child count date. This includes children enrolled in private school by a parent, but who are still receiving special education services through the LEA under a services plan.

How are student counts reported by Age (School Age)?

According to 34 CFR 300.641(b), children should be reported according to their discrete age, based on each child's age as of the state's child count date.

How are student counts reported by Disability Category (IDEA)?

Report students by one of the disability categories that are listed in the *EDFacts* Workbook. Disability categories noted in the *EDFacts* Workbook are in alignment with 34 CFR 300.8. According to 34 CFR 300.641(c), the SEA may not report a child under more than one disability category.

How are students reported by developmental delay?

According to 34 CFR 300.8(b), States must have defined and established eligibility criteria for developmental delay for children ages 6 through 9 in order to report children under that permitted value in this file. Only children ages 3 through 9 may be reported in the developmental delay disability category, and then only in states with diagnostic instruments and procedures to measure delays in physical, cognitive, communication, social, or emotional, or adaptive development. Although federal law does not require that states and LEAs categorize children according to developmental delay, if this category is required by state law, states are expected to report these children in the developmental delay category.

¹ Children enrolled in private school by a parent, but who are still receiving special education services through the LEA, may have a services plan rather than an IEP. These children should be included in the child count.

Revised! If developmental delay is not authorized for use by the state, the permitted value developmental delay is not used in the file. The responses to the IDEA SSS and the permitted values reported must align.

How are students with more than one primary disability reported?

According to 34 CFR 300.641(d), if a child with a disability has more than one disability, the SEA must report that child in accordance with the following procedures:

- If a child has only two primary disabilities and those disabilities are deafness and blindness and the child is not reported as having a developmental delay, that child must be reported under the permitted value “deaf-blindness.”
- A child who has more than one primary disability and is not reported under the permitted value “deaf-blindness” (as explained in the bullet above) or as the permitted value of developmental delay must be reported under the permitted value “multiple disabilities.”

How is percentage of time calculated?²

To calculate the percentage of time **inside** the regular classroom, divide the number of hours the child spends inside the regular classroom by the *total number of hours in the school day* (including lunch, recess and study periods). The result is multiplied by 100.

Time spent outside the regular classroom receiving services unrelated to the child’s disability (e.g., time receiving English learner services) should be considered time inside the regular classroom.

Educational time spent in age-appropriate community-based settings that include individuals with and without disabilities, such as college campuses or vocational sites, should be counted as time spent inside the regular classroom.

2.5.1 SEA level

Which students should be reported in this file at the SEA level?

In alignment with 34 CFR 300.643 and 300.644, include all students with disabilities (IDEA) who are ages 5 in kindergarten through 21, receiving special education and related services according to an IEP or services plan in place on the state’s child count date, including children who are:

- Parentally-placed in private schools who receive services under a services plan
- In correctional facilities
- In state-operated educational facilities
- In public schools

How are student counts reported by Educational Environment (IDEA) School Age?²

Report the students with disabilities (IDEA) by the setting in which the students have been placed for educational services. Below are the definitions of the permitted values:

² These instructions were approved by OMB as part of OSEP’s Table 3 - PART B, INDIVIDUALS WITH DISABILITIES EDUCATION ACT IMPLEMENTATION OF FAPE REQUIREMENTS legacy data collection form (OMB # 1820-0517).

-
- Inside regular class 80% or more of day (RC80). These are children who received special education and related services outside the regular classroom for less than 21% of the school day. This may include children placed in:
 - Regular class with special education/related services provided within regular classes
 - Regular class with special education/related services outside regular classes
 - Regular class with special education services provided in resource rooms
 - Inside regular class no more than 79% of day and no less than 40% of the day (RC79TO40). These are children who received special education and related services outside the regular classroom for at least 21% but no more than 60% of the school day. Do not include children who are reported as receiving education programs in public or private separate school or residential facilities. This may include children placed in:
 - resource rooms with special education/related services provided within the resource room
 - resource rooms with part-time instruction in a regular class
 - Inside regular class less than 40% of the day (RC39). These are children who received special education and related services outside the regular classroom for more than 60% of the school day. Do not include children who are reported as receiving education programs in public or private separate school or residential facilities. This may include children placed in:
 - self-contained special classrooms with part-time instruction in a regular class
 - self-contained special classrooms with full-time special education instruction on a regular school campus
 - Separate School (SS) – These are children who received education programs in public or private separate day school facilities. This includes children with disabilities receiving special education and related services, at public expense, for greater than 50% of the school day in public or private separate schools. This may include children placed in:
 - public and private day schools for students with disabilities
 - public and private day schools for students with disabilities for a portion of the school day (greater than 50%) and in regular school buildings for the remainder of the school day
 - public and private residential facilities if the student does not live at the facility
 - Residential Facility (RF) – These are children who received education programs and lived in public or private residential facilities during the school week. This includes children with disabilities receiving special education and related services, at public expense, for greater than 50% of the school day in public or private residential facilities. This may include children placed in:
 - public and private residential schools for students with disabilities
 - public and private residential schools for students with disabilities for a portion of the school day (greater than 50%) and in separate day schools or regular school buildings for the remainder of the school day
- Do not include students who received education programs at the facility, but do not live there.

- Homebound/Hospital (HH) – These are children who received programs in homebound/hospital environments. This includes children receiving special education and related services in hospital programs or homebound programs. Do not include children whose parents have opted to home-school them and who receive special education at the public expense.
- Correctional Facilities (CF) – These are children who received special education in correctional facilities. These data are intended to be an unduplicated count of all children receiving special education in short-term detention facilities (community-based or residential) or correctional facilities.
- Parentally-placed in Private Schools (PPPS) – These are children who are enrolled by their parents or guardians in regular parochial or other private schools and whose basic education is paid through private resources and who received special education and related services at public expense from a local educational agency or intermediate educational unit under a services plan³.
 - Include children whose parents chose to home-school them, but who receive special education and related services at the public expense.
 - Do not include children who are placed in private schools by the LEA.

2.5.2 LEA Level

The information in this section has been developed as technical assistance to data submitters based on questions from the field regarding this data collection as well as common data reporting issues that were identified during data quality reviews of this data collection.

Which students should be reported in this file at the LEA level?

Include all students with disabilities (IDEA) who are ages 5 in kindergarten through 21 receiving special education and related services according to an IEP or services plan in place on the state's child count date, for which the LEA is responsible.

How should students with disabilities (IDEA) who receive their education in a state-operated school (i.e., state school for the deaf) be reported?

Students who receive their education exclusively at a state-operated facility should be reported in the SEA level count. If an LEA retains responsibility for the education of students who receive their education exclusively at a state-operated facility, the LEA may also report those students, depending on state procedures.

2.5.3 School Level

The information in this section has been developed as technical assistance to data submitters based on questions from the field regarding this data collection as well as common data reporting issues that were identified during data quality reviews of this data collection.

Which students should be reported in this file at the school level?

³ Children enrolled in private school by a parent, but who are still receiving special education services through the LEA, may have a services plan rather than an IEP. These children should be included.

Include students who meet the data group definition and are in public schools. Public schools include state-operated agencies that provide education to students with disabilities (IDEA), including agencies that serve students with specific disabilities (IDEA) (such as hearing impaired or vision impaired) and agencies that provide education to adjudicated youth.

Which children should not be reported in this file?

Do not include children with disabilities (IDEA) who are:

- Ages 3 through 5 not in kindergarten
- Ages 22 and over
- Homebound
- Hospitalized
- In private schools for 50% or more of the school day (whether parentally-placed or publicly-placed)

How are students reported if they attend one school for their general education, but receive special education and related services in a different school or educational unit?

In the school-level file, report students in the school or educational unit where they spend 50% or more of the school day.

If a student attends two schools, each for exactly 50% of the school day, then count the student at the school in which the students receives general education, rather than at the school where the student receives special education and related services.

2.6 Definitions

See the [EDFacts Workbook](#) for the standard definitions. This file specification has no additional definitions.

3.0 FILE NAMING CONVENTION

The following file naming convention is to help identify files to provide technical assistance.

A maximum of 25 characters (including the file extension) is allowed for the file name.

The following is the naming convention for file submissions:

sslev**filename**vvvvvvvvv.ext

Table 3.0-1: File Naming Convention

Where	Means	Limit in characters
ss	USPS State Abbreviation	2
lev	Abbreviation for level: • SEA for a State Education Agency level • LEA for a Local Education Agency level • SCH for a school level	3
filename	CWDBLIDEA	9
vvvvvvv	Alphanumeric string designated by the SEA to uniquely identify the individual submission (<i>e.g.</i> , ver0001, v010803)	7
.ext	Extension identifying the file format: .txt – fixed .csv – comma delimited .tab – tab delimited	4

4.0 FIXED OR DELIMITED FILES

This section describes the fixed file and delimited file specifications. The fixed file and delimited files contain a header record followed by data records. The file type is specified in the header record.

The “Pop” column in the header and data records is coded as follows:

M - Mandatory, this field must always be populated

A - This field is populated for the SEA and LEA level in accordance with table 2.2-2 “Required Categories and Totals” and for the school level in accordance with table 2.3-2

O - Optional, data in this field are optional

4.1 Header Record Definition

The header record is required and is the first record in every file submitted to EDPass. The purpose of the header record is to provide information as to the file type, number of data records in the file, file name, file identifier, and file reporting period.

Table 4.1–1: Header Record

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviation
File Type	1	50	String	M	Identifies the type of file being submitted.	SEA CHILDREN WITH DISABILITIES LEA CHILDREN WITH DISABILITIES SCHOOL CHILDREN WITH DISABILITIES
Total Records in File	51	10	Integer Revised!	M	The total number of data records contained in the file. The header record is NOT included in this count.	
File Name	61	25	String	M	The file name including extension, the same as the external file name.	See section 3.0
File Identifier	86	32	String	M	Any combination of standard characters to further identify the file as specified by the SEA (e.g., a date, person’s name, and version number).	
File Reporting Period	118	9	String	M	The school year for which data are being reported. The required format is "CCYY–CCYY" or "CCYY CCYY", where either a hyphen or a space	2022-2023 OR

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviation
					separates the beginning and ending years.	2022 2023
Filler	127	378	String	M	Leave filler field blank.	
Carriage Return / Line Feed (CRLF)	505	1		M		

Table 4.1–2: Header Record Example

Format	File Type,Total Records in File,File Name,File Identifier,File Reporting Period,Filler,Carriage Return / Line Feed (CRLF)
Example	LEA CHILDREN WITH DISABILITIES,13,EULEACWDBLIDEAver0007.csv,characters to identify file, 2022-2023,¶

4.2 Data Record Definition

Data records are required and immediately follow the header record in every file submitted to EDPass. Data records provide counts for the specified category sets, subtotals and education unit totals.

Table 4.2–1: Data Records

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviations
File Record Number	1	10	Integer Revised!	M	A sequential number assigned by the State that is unique to each row entry within the file.	
DG559 State Code	11	2	String	M	The two-digit American National Standards Institute (ANSI) code for the state, District of Columbia, and the outlying areas and freely associated areas of the United States.	For a list of valid State Codes, refer to the ED Facts Workbook.
DG570 State Agency Number	13	2	String	M	A number used to uniquely identify state agencies. This ID cannot be updated through this file.	01 – State Education Agency
DG4 LEA Identifier (State)	15	14	String	M	The identifier assigned to a local education agency (LEA) by the state education agency (SEA). Also known as State LEA Identification Number (ID). This data element cannot be updated through this file.	SEA level – Blank

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviations
DG5 School Identifier (State)	29	20	String	M	The identifier assigned to a school by the state education agency (SEA). Also known as the State School Identification Number (ID). This ID cannot be updated through this file.	SEA level – Blank LEA level - Blank
Table Name	49	20	String	M	See technical name in sections 2.2 and 2.3.	IDEADISAB
Filler	69	15	String	M	Leave filler field blank.	
Racial Ethnic	84	15	String	A	The general racial category that most clearly reflects individuals' recognition of their community or with which the individuals most identify.	AM7 – American Indian or Alaska Native AS7 – Asian BL7 – Black or African American HI7 – Hispanic/Latino PI7 – Native Hawaiian or Other Pacific Islander MU7 – Two or more races WH7 – White MISSING
Sex (Membership)	99	15	String	A	An indication that students are either female or male.	F – Female M – Male MISSING
Filler	114	15	String	M	Leave filler field blank.	
Filler	129	15	String	M	Leave filler field blank.	
Filler	144	15	String	M	Leave filler field blank.	
Filler	159	15	String	M	Leave filler field blank.	
Filler	174	15	String	M	Leave filler field blank.	
Filler	189	15	String	M	Leave filler field blank.	
Disability Category (IDEA)	204	15	String	A	The primary disability as identified in the Individualized Education Program (IEP) or service plan.	AUT – Autism DB – Deaf–blindness DD – Developmental delay EMN – Emotional disturbance HI – Hearing impairment ID – Intellectual disability MD – Multiple disabilities OI – Orthopedic impairment SLD – Specific

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviations
						learning disability SLI – Speech or language impairment TBI – Traumatic brain injury VI – Visual impairment OHI – Other health impairment MISSING
Filler	219	15	String	M	Leave filler field blank.	
Filler	234	15	String	M	Leave filler field blank.	
Age (School Age)	249	15	String	A	The discrete age of children (students) who are school age on the state specified child count date.	AGE05K – Age 5 (Kindergarten) 6 – Age 6 7 – Age 7 8 – Age 8 9 – Age 9 10 – Age 10 11 – Age 11 12 – Age 12 13 – Age 13 14 – Age 14 15 – Age 15 16 – Age 16 17 – Age 17 18 – Age 18 19 – Age 19 20 – Age 20 21 – Age 21 MISSING
Educational Environment (IDEA) SA	264	15	String	A	The settings in which school-aged children ages 5 who are in kindergarten through 21 receive special education and related services.	RC80 – Inside regular class 80% or more of the day RC79TO40 – Inside regular class 40% through 79% of the day RC39 – Inside regular class less than 40% of the day SS – Separate School RF – Residential Facility HH – Homebound/Hospital CF – Correctional Facilities PPPS – Parentally placed in private schools MISSING
English Learner Status (Both)	279	15	String	A	An indication of whether students met the definition of an English learner.	LEP – English learners NLEP – Non-English

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviations
						learner MISSING
Total Indicator	294	1	String	M	An indicator that defines the count level – see tables 2.2-2 and 2.3-2 Required Categories and Totals	N – specifies detail level Y – specifies a subtotal or total of the education unit level.
Explanation	295	200	String	O	Text field for state use.	
Student Count	495	10	Integer Revised!	M		
Carriage Return / Line Feed (CRLF)	505	1		M		

Below is an example of a data record, this is the set of data that should be submitted for each education unit. See tables 2.2-2 and 2.3-2.

Table 4.2–2: Data Record Example – School level

Aggregation	Example
Format	File Record Number,State Code,State Agency Number,LEA Identifier (State),School Identifier (State),Table Name,Filler,Racial Ethnic,Sex (Membership),Filler,Filler,Filler,Filler,Filler,Filler,Disability Category (IDEA),Filler,Filler,Age (School Age),Educational Environment (IDEA) SA,English Learner Status (Both),Total Indicator,Explanation,Student Count,Carriage Return / Line Feed (CRLF)
Category Set A	1,80,01,00605EUPHORIA,00100,IDEADISAB,,AM7,F,,,,,,AUT,,,,,N,,5¶
Category Set B	2,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,DB,,,6,SS,,N,,5¶
Category Set C	3,80,01,00605EUPHORIA,00100,IDEADISAB,,AS7,,,,,,RC80,,N,,5¶
Category Set D	4,80,01,00605EUPHORIA,00100,IDEADISAB,,,M,,,,,,DD,,,RC79TO40,,N,,5¶
Category Set E	5,80,01,00605EUPHORIA,00100,IDEADISAB,,,F,,,,,,EMN,,,RC39,LEP,N,,5¶
Subtotal 1	6,80,01,00605EUPHORIA,00100,IDEADISAB,,,F,,,,,,Y,,10¶
Subtotal 2	7,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,6,,,Y,,5¶
Subtotal 3	8,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,AUT,,,,,Y,,5¶
Subtotal 4	9,80,01,00605EUPHORIA,00100,IDEADISAB,,AM7,,,,,,Y,,25¶
Subtotal 5	10,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,LEP,Y,,25¶
Subtotal 6	11,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,SS,,Y,,25¶
Subtotal 7	12,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,6,SS,,Y,,25¶
Total of the Educational Unit	13,80,01,00605EUPHORIA,00100,IDEADISAB,,,,,,Y,,25¶



The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

www.ed.gov