Component Description

The Personal Core Component contains data essential to the identifcation of a student. These are data that rarely, if ever, change and are considered the student's "core" data. Only an authorized user for the district that is identified as the Primary Education Providing Entity (PEPE) for a student can update the student's master record data. For students who do not have an assigned PEPE, a user for any district in which the student is enrolled may update the master record.

Document Contents

Schema	Contains the component characteristic names, descriptions, and specifications (Excel Sheet 2)
List of Values	Contains the list of allowed values for all characteristics of a "List of Values" datatype (Excel Sheet 3)
Staging Area Business Rule Validations	Contains the list of business rule validations, grouped by characteristic, that apply to this component (Excel Sheet 4)
Version History	Contains a history of updates made to the business rule validations in this school year (Excel Sheet 5)
User Guide	Contains references and support for using this document (Excel Sheet 6)

Collection Matrix

Collection Name	Component Status
CEPI Internal Request for UIC	Not Allowed
Early Childhood EOP	Required
Early Childhood Fall	Required
Early Childhood Spring	Required
EOY 2017 General Collection	Required
Fall 2016 General Collection	Required
IHE Request for UIC	Required
Request for UIC	Required
Request for UIC	Required
Spring 2017 General Collection	Required
Student Record Maintenance	Required
Teacher Student Data Link	Required

Characteristic Name	Characteristic Description	Data Type	Min Length	Max Length	Min Value	Max Value	Decimal Positions	Is Multi Valued?	Required?
UIC	A distinct ten-digit number assigned by CEPI to an individual.	Numeric Text (can have leading zeros)	10	10				False	False
StudentLastName	The student's last name, family name, or surname as it appears on his/her birth certificate or legal document presented at the time of enrollment.	Names (letters, apostrophe, commas, hyphens, periods)	1	50				False	True
StudentFirstName	A name given at birth, baptism, naming ceremony or through a legal change. Always record the student's name as it appears on a birth certificate or legal document presented at the time of enrollment. Please refer to the Pupil Accounting Manual for acceptable alternatives when the name presented on the birth certificate is not appropriate (such as "baby boy", "baby girl", foreign language). Do not use nicknames or abbreviated names. If the legal document does not include a first or given name, please enter 'FNU' (meaning "first name unknown").	Names (letters, apostrophe, commas, hyphens, periods)	1	50				False	True
StudentMiddleName	The middle name given the student at birth, baptism, naming ceremony or through a legal change. Always record the student's name as it appears on a birth certificate or legal document presented at the time of enrollment. If the student does not hve a middle name this characteristic is not required. May submit middle initial or full middle name.	Names (letters, apostrophe, commas, hyphens, periods)	1	50				False	False
StudentSuffix	The abbreviated name suffix that follows the student's full name and provides additional information about the student. Common name suffixes include junior (Jr.), senior (Sr.), or a numeric reference such as II or III (second or third).	Text (free form)	1	10				False	False
DateofBirth	The date (month, day, and year) on which the student was born as it appears on a birth certificate or other legal document presented at the time of enrollment.	Date (only)			1/1/1753			False	True
MultipleBirthOrder	This field is used to indicate that the student is part of a multiple birth. This field is intended to provide some distinguishing data element for cases where the cultural practice is to provide twins (triplets, etc.) of the same gender with the same first name. Each student from such a multiple birth is to have a different birth order number. This field will be used by the state to "break ties" if two or more students are identified as matching the same UIC, yet it is known by the district that these students are not duplicates but instead part of a multiple birth. Multiple Birth Order is not intended to identify every case of twins, triplets, etc., in the state.	Whole Number (integer)	0	1	0	9		False	False
GenderCode	Indicate if the student is male or female. User code 'M' when the student is male. Use code 'F' when the student is female.	List of Values (choose from list)						False	True

List of Values

GenderCode	
Code	*Description*
F	Female
M	Male

Staging Area Business Rule Validations

Characteristic Name	Rule Number	Data Validation	Severity	Error/Warning Message
DateOfBirth	213.9.1	[DateOfBirth] cannot be > the current system date	1	The student's Date of Birth cannot be after today's date.
	213.9.2	[DateOfBirth] must be within 100 years of the current system date	1	Date of Birth must be within the last hundred years.
	213.9.3	[DateOfBirth] cannot be "xxxx-02-29" in a non-leap year	1	Invalid date reported.
UIC	213.90.1	If CollectionName contains "Fall", "Spring", "EOY", "StudentRecordMaintenance", "TeacherStudentDataLink", or "EarlyChildhood" [UIC] is required	1	This collection requires the UIC to be submitted.

Version History

Date	Description	Rule Affected	TFS Number	Updated By
3/26/2015	Set the minimum value that can be submitted to "0"			schalkt

User Guide

Collection Matrix

Component Status

Defines which collections the component may be submitted. The possible values are:

Name	Description
Required	This component must be submitted in this collection. If omitted in an upload, the file will be rejected upon upload.
Optional	This component is optional in this collection, but may be condtionally required due to validation rules.
Not Allowed	This component cannot be submitted in this collection. If included in an upload file, the file will be rejected upon upload.

Schema

Characteristic Name

The name of the characteristic. This matches the name in the schema.

Characteristic Description

A description of the characteristic and why the data is needed.

Data Type

The system data type. The possible values are:

Name	Classification
Addresses (numbers, letters, #)	string
Date (only)	date
Date (year and month only) (YYYYMM)	string
Decimal Number	decimal
List of Values (choose from list)	string
Names (letters, apostrophe, commas, hyphens, periods)	string
Numeric Text (0-6) (can have leading zeros)	string
Numeric Text (can have leading zeros)	string
Text (free form)	string
Text (numbers and letters)	string

Whole Number (integer)	int
Yes / No (or True False, or Boolean)	boolean

Min Length

For characteristics of a "text" data type classification, this specifies the minimum character length

Max Length

For characteristics of a "text" data type classification, this specifies the maximum character length

Min Value

For characteristics of a "number" data type classification, this specifies the minimum character length

Max Value

For characteristics of a "number" data type classification, this specifies the maximum character length

Decimal Positions

For characteristics of a "number" data type, this specifies the number of digits allowed to the right of a decmial point.

Is Multi Valued?

TRUE indicates that this characteristic may be submitted multiple times in the same component; FALSE indicates that only one instance is allowed.

Required?

Y indicates this characteristic is required to be submitted as part of the schema; N indicates that is either optional at the schema level (but may be conditionally required due to validation rules)

Validation Rules

Definitions & Guidance

- Text surrounded by {} indicates that this is a component
- Text surrounded by [] indicates that this is a characteristic
- A Severity of "1" indicates that the validation is an error; a "2" indicates that it is a warning
- *CollectionName* refers to the value of the "CollectionName" attribute in the collection schema
- *AsOfDate* refers to one of two values:
  - For single-certified collections, it is the State-defined certification as of date for the collection
  - For ongoing certified collections, it is the value of the [AsOfDate] characteristic in the {StudentRecordMaintenance} component

Version History

Notes

- TFS Number is used internally by CEPI for tracking purposes
- Each update to a validation or a wording change to the error/warning message will be noted here

Appendix A

Certain entity-related validations in MSDS are dependent on which collection is being submitted. The table below defines the dates or date ranges that are used in these validations. Validations that are dependent on this table are noted in the specific data validation; they will contain a reference to this appendix.

Collection	Type	Start Date	End Date
General collections	date	Certification As of Date	
Early Childhood collections	date range	Collection Open Date	Collection Close Date
Student Record Maintenance	date	As of Date (SRM component)	
Teacher Student Data Link *	date range	7/1/{AcademicYear start}	8/31/{School Year End}
	date range	7/1/{School Year Start}	8/31/{School Year End}
Early Roster	date range	7/1/{School Year Start}	6/30/{School Year End}
all other collections	date	Today's Date	

* The TSDL collection will use the school year value submitted in the Academic Year characteristic, if it was submitted. If no value is found, the current school year values are used.