PersonalDemographics

Last Updated: 4/12/2023

Component Description

The Personal Demographics Component contains data related to the student's current address, as well as non-core demographic information such as ethnicity, phone number, resident LEA number, and resident county.

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 2018 General Collection	Required
Fall 2017 General Collection	Required
IHE Request for UIC	Not Allowed
Request for UIC	Not Allowed
Spring 2018 General Collection	Required
Student Record Maintenance	Required
Teacher Student Data Link	Not Allowed

Schema

Characteristic Name	Characteristic Description	Data Type	Min Length	Max Length	Min Value	Max Value	Decimal Positions	Is Multi Valued?	Required?
ResidentLEANumber	This is the state-assigned, five-digit code for the district in which the student resides. This number may differ from the operating district if a student is enrolled in multiple districts (with total full time equivalency (FTE) less than or equal to "1.00"). The two numbers may also differ if a student takes part in schools of choice, charter schools, or certain other programs. For public school academies (PSAs), the resident local education agency (LEA) number is the five-digit code of the public school district in which the student resides. For instance, if a PSA student lives within the boundaries of the Detroit Public Schools, then the resident LEA number is Detroit's five-digit code. In the case of juvenile detention facilities operated by an ISD, the resident LEA number is the district in which the facility is located. The Educational Entity Master can be found at: http://cepi.state.mi.us/eem.	Numeric Text (can have leading zeros)	5	5				False	False
StudentResidentCounty	The two-digit code assigned to the Michigan county in which the student resides.	List of Values (choose from list)						False	False
StreetAddress	This is the street address where the student lives at the time of reporting or the student's last known street address of residence.	Text (free form)	1	100				False	False
StreetAddress2	Mailing address that differs from the student's street address, or routing information for mailing in addition to Street Address. (e.g. Post Office Box, apartment, or lot number)	Text (free form)	0	100				False	False
City	The name of the city or town where the student lives at the time of reporting or the student's last known city or town of residence.	Text (numbers and letters)	1	20				False	False
State	The two-character alphabetic code that represents the state where the student lives at the time of reporting or the student's last known State of residence.	List of Values (choose from list)						False	False
ZipCode	The five- or nine-digit ZIP code of the location where the student lives at the time of reporting or the last known code of residence. If there is no four-digit code, pad with five blanks (NNNNNbbbbb)	Text (numbers and letters)	5	10				False	False

RacialEthnicCode	The racial group and ethnicity (if Hispanic or Latino) of the student. This is a unique six-position field using any combination of "0" through "6" in the proper position. Because this is a multiple-occurrence field, the indicator of the code is located by position in the format. The primary racial/ethnic choice is represented with a "1" and the second choice is a "2", etc. For example, a person whose primary racial/ethnic choice is Asian would receive a code of "010000". If the same person is also White, he or she would receive the code of "010020". In this example, a person who is primarily of the Hispanic ethnic group and is also of the Black and Asian races, could be coded "032001". If a person is of equal races, such as an American Indian and Hispanic, he or she would be reported as "100001". For more information on ethnic reporting, please refer to the CEPI Race and Ethnicity Web page. 100000 American Indian or Alaska Native (first position) - A student having origins in any of the original peoples of North America and South America (including Central America). 010000 Asian (second position) - A student having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian sub-continent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam. 001000 Black or African-American (third position) - A student having origins in any of the black racial groups of Africa. 000100 Native Hawaiian or Other Pacific Islander (fourth position) - A student having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands. 000010 White (fifth position) - A student having origins in any of the original peoples of Europe, the Middle East or North Africa. 000001 Hispanic or Latino (sixth position) - An indication that the individual traces his or her origin or descent to Mexico, Puerto Rico, Cuba, Central and South America, and other Spanish cultures, regardless of race.	Numeric Text (0-6) (can have leading zeros)	6	6				False	True
PhoneNumber	The primary contact telephone number.	Text (free form)	1	10				False	False

List of Values

StudentResidentCounty	
Code	*Description*
01	Alcona
02	Alger
03	Allegan
04	Alpena
05	Antrim
06	Arenac
07	Baraga
08	Barry
09	Bay
10	Benzie
11	Berrien
12	Branch
13	Calhoun
14	Cass
15	Charlevoix
16	Cheboygan
17	Chippewa
18	Clare
19	Clinton
20	Crawford
21	Delta
22	Dickinson
23	Eaton

24	Emmet
25	Genesee
26	Gladwin
27	Gogebic
28	Grand Traverse
29	Gratiot
30	Hillsdale
31	Houghton
32	Huron
33	Ingham
34	Ionia
35	Iosco
36	Iron
37	Isabella
38	Jackson
39	Kalamazoo
40	Kalkaska
41	Kent
42	Keweenaw
43	Lake
44	Lapeer
45	Leelanau
46	Lenawee
47	Livingston
48	Luce
49	Mackinac
50	Macomb
51	Manistee

52	Marquette
53	Mason
54	Mecosta
55	Menominee
56	Midland
57	Missaukee
58	Monroe
59	Montcalm
60	Montmorency
61	Muskegon
62	Newaygo
63	Oakland
64	Oceana
65	Ogemaw
66	Ontonagon
67	Osceola
68	Oscoda
69	Otsego
70	Ottawa
71	Presque Isle
72	Roscommon
73	Saginaw
74	St. Clair
75	St. Joseph
76	Sanilac
77	Schoolcraft
78	Shiawassee
79	Tuscola

80	Van Buren
81	Washtenaw
82	Wayne
83	Wexford

State

Code	*Description*
AA	Armed Forces Americas (except Canada)
AB	Alberta
AE	Armed Forces Africa, Canada, Europe and Middle East
AK	Alaska
AL	Alabama
AP	Armed Forces Pacific
AR	Arkansas
AS	American Somoa
AZ	Arizona
BC	British Columbia
CA	California
CO	Colorado
CT	Connecticut
DC	District of Columbia
DE	Delaware
FL	Florida
FM	Federated States of Micronesia
GA	Georgia
GU	Guam
HI	Hawaii
IA	Iowa

ID	Idaho
IL	Illinois
IN	Indiana
KS	Kansas
KY	Kentucky
LA	Louisiana
MA	Massachusetts
MB	Manitoba
MD	Maryland
ME	Maine
MH	Marshall Islands
MI	Michigan
MN	Minnesota
MO	Missouri
MP	Northern Mariana Islands
MS	Mississippi
MT	Montana
NB	New Brunswick
NC	North Carolina
ND	North Dakota
NE	Nebraska
NH	New Hampshire
NJ	New Jersey
NL	Newfoundland and Labrador
NM	New Mexico
NS	Nova Scotia
NT	North West Territories
NU	Nunavut

NV	Nevada
NY	New York
OH	Ohio
OK	Oklahoma
ON	Ontario
OR	Oregon
PA	Pennsylvania
PE	Prince Edward Island
PR	Puerto Rico
PW	Palau
QC	Quebec
RI	Rhode Island
SC	South Carolina
SD	South Dakota
SK	Saskatchewan
TN	Tennessee
TX	Texas
UT	Utah
VA	Virginia
VI	Virgin Islands
VT	Vermont
WA	Washington
WI	Wisconsin
WV	West Virginia
WY	Wyoming
YT	Yukon

Staging Area Business Rule Validations

Characteristic Name	Rule Number	Data Validation	Severity	Error/Warning Message
Ethnicity	210.314.1	At least one of the digits in [Ethnicity] must be the number "1"	1	At least one of the six digits must be the number "1".
	210.314.2	Any of the digits in [Ethnicity] cannot be > 6	1	Any digit in the ethnicity code cannot be greater than 6.
	210.314.3	[Ethnicity] cannot be "111111"	1	RacialEthnicCode cannot contain all 1's ("111111").
	210.314.4	[Ethnicity] cannot be "123456"	1	RacialEthnicCode cannot be "123456".
PersonalDemographicsCity	210.289.1	(applies to certified collections only) If the {HomelessDemographics} component is not submitted [PersonalDemographicsCity] cannot be blank	1	If the Homeless Demographics component is not submitted, City is required.
ResidentLEANumber	210.296.1	[ResidentLEANumber] must be a valid entity code in EEM with a entity type of "LEA District" (EEM EntityTypeId = 17)	1	The Resident LEA Number is not a valid LEA district.
	210.296.2	(applies to certified collections only) If [State] = "MI" OR [ProgramEligibilityParticipation Code] <> 9110 [ResidentLEANumber] cannot be blank	1	ResidentLEANumber is required unless 'State' does not equal 'MI' or one of the Program Eligibility Participation codes is 9110 - Out of State Resident.
	210.296.3	[ResidentLEANumber] must be a valid entity code in EEM	1	The Resident LEA Number is invalid.
	210.296.4	[ResidentLEANumber] cannot = "82010" or "84060"	1	The Resident LEA Number cannot be "82010" or "84060".
	210.296.5	If the sum of {GeneralEducationFTE}.[GeneralEdFTE] + {SpecialEducation}.[Section52FTE] + {SpecialEducation}.[Section53FTE] > 0.00 [ResidentLEANumber] cannot be blank	1	If the sum of General Ed FTE, Section 52 FTE, and Section 53 FTE is greater than 0.00, then the Resident LEA Number cannot be blank.
	210.296.6	[ResidentLEANumber] must be an entity with status "01" (open-active) per EEM	1	Resident LEA Number must be an entity with a status of "open-active" in EEM

State	210.209.1	(applies to certified collections only) If the {HomelessDemographics} component is not submitted [State] cannot be blank	1	If the Homeless Demographics component is not submitted, State is required.
StreetAddress	210.12.1	(applies to certified collections only) If the {HomelessDemographics} component is not submitted [StreetAddress] cannot be blank	1	If the Homeless Demographics component is not submitted, Street Address is required.
StreetAddress2	210.208.1	If [StreetAddress] does not contain a value [StreetAddress2] cannot contain a value	1	The 'StreetAddress2' cannot be submitted if 'StreetAddress' is not submitted.
StudentResidentCounty	210.301.1	If {ECPrograms} component is submitted [StudentResidentCounty] cannot be blank	1	If ECPrograms component is submitted, StudentResidentCounty must contain a valid code.
ZipCode	210.312.1	(applies to certified collections only) If the {HomelessDemographics} component is not submitted [ZipCode] cannot be blank	1	If the Homeless Demographics component is not submitted, ZipCode is required.
	210.312.2	[ZipCode] must be five numeric digits (NNNNN) OR five numeric digits followed by a hyphen followed by four numeric digits (NNNNN-NNNN)	1	Zip code must follow the standard five or nine digit format.

Version History

No updates have been made to this component.

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.