

PROGRAM YEAR 2020-21 DATA DICTIONARY

SUMMARY OF CHANGES

1. Page 1. Field 16 is now required, as reporting students who are co-enrolled with WIOA partners – Title I, III, or IV – is required.
2. Page 1. Field 18 is now required, in response to OCTAE memo 20-5, dated May 29, 2020. This memo allows self-reported placement using informal appraisal in lieu of a NRS approved CASAS pretest. This field includes the 12 (self-reported) levels.
3. Page 2. TOPSpro Enterprise (TE) now includes an optional new feature that automatically assigns Student ID to new enrollees. This is included in the description for Field 3.
4. Page 8. In Field 13, reiterated that marking IELCE in Special Programs does not qualify learners for Section 243 payment points.
5. Page 9. Added note for additional resources for Distance Learning programs in Field 13.
6. Page 10. Edited definition for Perkins in Field 13 Special Programs.
7. Pages 16-17. Added description and example for self-reporting instructional level in Field 13.
8. Page 18. Field 6 is no longer required as TE automatically calculates exit for every student.
9. Page 19. TE now includes an optional new feature that automatically assigns Student ID to new enrollees. This is included in the description for Field 3.
10. Pages 21-22. In description for Field 6, edited definitions of Retained in Program and Left Program.
11. Page 22. Added definitions and references for Field 8 Services.
12. Page 28. Added notation in Field 13 to use the Entry Record for self-reported placement.
13. Page 31. TE now includes an optional new feature that automatically assigns Student ID to new enrollees. This is included in the description for Field 3.
14. Page 31. Edited definition of CASAS forms marked 'C' to include both Citizenship and EL Civics COAAPs.
15. Page 35. Updated Program Year.
16. Page 36. Updated description of Funding Sources.
17. Page 36. TE now includes an optional new feature that automatically assigns Student ID to new enrollees.
18. Pages 37-38. Deleted references to the TASC, as that assessment is no longer authorized in California for High School Equivalency (HSE).
19. Page 38. Updated description of Barriers to Employment.