



Enrollment Entry & Exit Codes

Version 1.6 • Updated March 7, 2007

Entry Codes

| Description | Code | Usage |
|--------------------------------|------|--|
| Dual Enrollment-02 | E02 | Used when a student is part time enrolled in a school. |
| Enter from Charter School-Dist | E18 | Used when student enrolls from a SDUSD authorized charter school. |
| Enter from Out of District-13 | E13 | Used when student enrolls from a school outside SDUSD. |
| Enter from Out of State-14 | E14 | Used when student enrolls from a school outside CA. |
| Enter from within SDCS-11 | E11 | Used when student enrolls from another SDUSD school. |
| Grade Level Change | G | Used when student changes grade level mid-year but does not leave the location. |
| Initial Enrollment-15 | E15 | Used for student's initial school enrollment, no prior school enrollment. Pre-school, child care, Head Start programs, and similar programs are not included as prior school enrollment. |
| Track Transfer | TT | Used by the Zangle application during the matriculation process. SCHOOLS SHOULD NOT USE THIS CODE |

Exit Codes

| Description | Code | Usage |
|----------------------------------|------|---|
| Grade PK-6 transfer within SDUSD | L51 | Used when a Grade PK-6 student transfers within the district. Elementary schools and secondary schools with 6 th graders use this. |
| Grade PK-6 transfer out of SDUSD | L54 | Used when a Grade PK-6 student transfers out of the district, regardless of what type of school (public, private) he or she went to. |
| Withdrew Grades PK-6 | 450 | Used to record withdrawal of all grade PK-6 and ungraded elementary students, including grade 6 at middle level schools, when no other code applies. |
| Grade 7-12 transfer within SDUSD | L01 | Used when student transferred to another SDUSD school. |
| Grade 7-12 transfer out of SDUSD | L04 | Used when student transferred to as yet unidentified school outside SDUSD. |
| Transfer Gr7-12 Enrt CA Publ | 160 | Used when student transferred to an identified public school outside SDUSD. |
| Transfer Gr7-12 Enrt CA Priv | 180 | Used when student transferred to an identified private school in CA. |
| Transfer Gr7-12 Enrt in USA | 200 | Used when student enrolled in public or private school in USA, outside CA. |
| Moved to another country | 240 | Used when student is known to have left the USA. |
| Withdrew from sch, no enr in sch | 140 | Do not use for "no show." Used when student left school, there is no evidence of enrollment in diploma program or equivalent. Such students may have left for job, marriage, etc. |
| No Show-Enrollment Dropped | L05 | Used when student was expected to attend a school at the beginning of the school year but did not do so. |
| Transfer AdultSch for Diploma | 260 | Used when student withdrew for an adult education program and there is evidence of attendance and work toward GED or diploma. |
| Received Diploma (Graduated) | L06 | Used when student has met all requirements for a district diploma, including CAHSEE passage. |
| Joint Adult High School Grad | L26 | Used when student has met all requirements for a Joint Diploma Program diploma, including CAHSEE passage. Used only by Garfield and Twain. |



Exit Codes (cont.)

| Description | Code | Usage |
|-------------------------------------|------|--|
| Expelled | L09 | Used when student is expelled with no further participation in an academic program working toward a high school diploma, GED, or the equivalent. |
| Withdrew Medical Reasons | 410 | Used when student withdrew from school for medical reasons. |
| Transfer Adult Sch Dropped | 270 | Used when student withdrew to enroll in an adult education GED or high school diploma program but dropped out of the program. Code is used by the last adult education school attended. |
| Grade Level Change | G | Used when student changes grade level mid-year but does not leave the location. |
| Changed to Dual Enrollment | L16 | Used when student is changed from Active to Primary of Multiple. |
| Completed GED | L36 | Used when student withdrew from school after passing the GED through any program. |
| Completed Gr 12, no diploma | 360 | Used when student completed grade 12 but did not graduate and there is no evidence that student is in a program leading to a high school diploma or its equivalent. |
| Completed grade, no articulation | 430 | Used when student was expected to articulate to a receiving school but did not attend. |
| Completed grade, no return | 420 | Used when student successfully completed an academic year at a school and did not return to same school the following year as expected and no other exit code is appropriate. |
| Continue Same School | L00 | Used when student continues same school and codes L16, L50, A, G, and TT do not apply. |
| Deceased | L07 | Used when student has died. |
| Joint Adult High School Grad - HSDP | 320 | Used when HSDP student has met all requirements for a Joint Diploma Program diploma, including CAHSEE passage. |
| Other (reason unknown) | L10 | Used when reason for withdrawal is unknown or not listed in any other code. |
| Passed CHSPE | L12 | Used when student withdrew and there is documentation that the California High School Proficiency Exam (CHSPE) was passed and the student has not returned to school. |
| Rcvd Letter of Recognition | 120 | Used when special education student has met all goals and objectives of IEP and individualized transition plan. |
| Special Ed Program Change | A | Used when special education student has program change. |
| SS/Intersess/Ext Day Complete | L50 | Used when student exits summer school, intersession, or extended day program. |
| Track Transfer | TT | Used by the Zangle application during the matriculation process. SCHOOLS SHOULD NOT USE THIS CODE |
| Transfer College for BA/AA | 280 | Used when student withdrew and there is acceptable documentation that the student is enrolled in college, working toward an Associate or Bachelor's degree. |
| Transfer Instit for Diploma | 370 | Used when student withdrew and entered an institution that is not primarily academic (military, job corps, justice system, etc.) and is in a secondary program leading toward a high school diploma. |
| Transfer Instit no Diploma | 380 | Used when student withdrew and entered an institution that is not primarily academic (military, job corps, justice system, etc.) and is not in a secondary program leading toward a high school diploma. |
| Withdrew In Health Care | 310 | Used when student withdrew from school to enter a health care facility. |
| Withdrew Non SDCS Home Schl | 460 | Used when student withdrew to enroll in a home school not affiliated with a non-public school or independent study program at a public school. |
| Withdrew, failed CAHSEE | 104 | Used when student left without passing CAHSEE, but met all other state and local graduation requirements and there is no evidence that student is in a program leading to a high school diploma or its equivalent. |



Discontinued Exit Codes

| Description | Code | Usage |
|-----------------------------------|------|--|
| Drop-Vol Withdrawl/Over 18 - 11 | L11 | Discontinued - Use code L10 |
| Exempt Alt Education Plans – 20 | L20 | Discontinued – Use code 260 |
| Exempt- Dependent Care -19 | L19 | Discontinued - Use code 140 |
| Exempt- Full-Time Employment -13 | L13 | Discontinued - Use code 140 |
| Exempt- Mental Condition - 14 | L14 | Discontinued - Use code 310 or 410 |
| Exempt- Physical Condition - 17 | L17 | Discontinued - Use code 310 or 410 |
| HSDP Program – 21 | L21 | Discontinued – Use code 260 |
| Institutionalized - Non-Dist - 08 | L08 | Discontinued - Use code 310 or 410 for mental or health reasons; use 370 or 380 for juvenile justice system. |