COMMUNITY AND
TECHNICAL COLLEGES
Washington State Board

LACES EXTRACT 1.1

Revisions

Change reference	Date	Version
Original	5/10/2024	1.0
Updated how Class Status is set	4/7/2025	1.1

Contacts

Data Services
dataservices@sbctc.edu

Table of Contents

Extract Description

Basic skills and approved I-BEST classes and students are extracted from PeopleSoft for the current and subsequent terms in the current academic year and sent to LACES each morning at 5:00 am. For example, in summer term, the extract will include summer and any classes and students with enrollments in fall, winter, and spring. Once a term ends (college term end date), the term is no longer included in the extract (summer not included after summer term end date).

Note: Corrections (DOC) classes are excluded from the extract, as well as classes with Contract CIP codes 32.0205, 32.0208, and 32.0401.

Basic Skills Courses included in the extract are coded with one of the following CIP codes:

CIP	CIP Title
32.0201	EDUCATIONAL INTERVIEWING
32.0203	ABE LEVEL 5
32.0204	ABE LEVEL 6
32.0210	ABE LEVEL 1
32.0220	ABE LEVEL 2
32.0230	ABE LEVEL 3
32.0240	ABE LEVEL 4
32.0301	ESL LEVEL 1
32.0302	ESL LEVEL 2
32.0303	ESL LEVEL 3
32.0304	ESL LEVEL 4
32.0305	ESL LEVEL 5
32.0306	ESL LEVEL 6
32.0501	ADULT EDUCATION I-BEST SUPPORT
32.0601	INTEGRATED EDUCATION AND TRAINING
32.0701	WORKPLACE LITERACY
32.9997	ABE FUNDED BASIC HSC
32.9998	ABE FUNDED ADVANCED HSC

I-BEST Classes included in the extract have a Class Attribute of "SBST" with an attribute value of BASICSKILL.

Class Attribute Value	Description	Generates Enhanced FTES	Included in LACES
BASICSKILL	Team Taught with Basic Skills Students	Yes	Yes

There are five extract files sent to LACES daily:

- ENROLLMENTS
- CLASS
- STAFF
- STAFF_ASSIGNMENT
- STUDENTS

ENROLLMENTS

Any registered basic skills or I-BEST classes for the current term and subsequent terms in the current academic year. Once a term ends (college term end date), the term is no longer included in the extract.

LACES Field Name	PeopleSoft Source Field
Agency	STDNT_ENRL.INSTITUTION
Student External ID	STDNT_ENRL.EMPLID EMPLID doesn't start with "X"
Academic Year	Derived from STDNT_ENRL.STRM Example: 2024-25
Term	Derived from STDNT_ENRL.STRM Example: Summer, Fall, Winter, Spring
Class Number	STDNT_ENRL.CLASS_NBR
Credits Enrolled	STDNT_ENRL.UNIT_TAKEN
Enrollment Date	STDNT_ENRL.ENRL_ADD_DT
Enrollment Status	STDNT_ENRL.STDNT_ENRL_STATUS
Enrollment Drop Date	STDNT_ENRL.ENRL_DROP_DT

CLASS

Any registered basic skills or I-BEST classes for the current term and subsequent terms in the current academic year. Once a term ends (college term end date), the term is no longer included in the extract. Only the primary enrolled component is included.

LACES Field Name	PeopleSoft Source Field
Agency	STDNT_ENRL.INSTITUTION
Academic Year	Derived from STDNT_ENRL.STRM Example: 2024-25
Term	Derived from STDNT_ENRL.STRM Example: Summer, Fall, Winter, Spring
Class Number	STDNT_ENRL.CLASS_NBR
Title	CLASS_TBL.DESCR
Catalog Number	CRSE_OFFER.CATALOG_NBR
Subject	CRSE_OFFER.SUBJECT
Status	CLASS_TBL.CLASS_STAT
Start Date	CLASS_TBL.START_DT
End Date	CLASS_TBL.END_DT
Variable Credit Class	Derived from CLASS_ASSOC Set to "Yes" if UNITS_MINIMUM <> UNITS_MAXIMUM; else "No"
Class Level	Derived from CIP Code, see CIP Code Mapping
Program	Derived from CIP Code, see CIP Code Mapping
Max Enroll	Set to number of students enrolled in class
Instruction Mode	CLASS_TBL.INSTRUCTION_MODE

STAFF

Instructors teaching basic skills or I-BEST classes (most current effective dated data from the current academic year)

LACES Field Name	PeopleSoft Source Field
Agency	STDNT_ENRL.INSTITUTION
Academic Year	Derived from STDNT_ENRL.STRM Example: 2024-25
Staff External ID	PS_CLASS_INSTR.EMPLID
Title/Prefix	PERSONAL_DATA.PREFIX
Last Name	PERSONAL_DATA.LAST_NAME
First Name	PERSONAL_DATA.FIRST_NAME
Middle Name	PERSONAL_DATA.MIDDLE_NAME
Program	"BEdA" set as default for all

STAFF_ASSIGNMENT

Any registered basic skills or I-BEST classes for the current term and subsequent terms in the current academic year. Once a term ends (college term end date), the term is no longer included in the extract.

LACES Field Name	PeopleSoft Source Field
Agency	STDNT_ENRL.INSTITUTION
Academic Year	Derived from STDNT_ENRL.STRM Example: 2024-25
Term	Derived from STDNT_ENRL.STRM Example: Summer, Fall, Winter, Spring
Class Number	STDNT_ENRL.CLASS_NBR
Instructor ID	CLASS_INSTR.EMPLID
Primary	Derived from CLASS_INSTR.INSTR_ROLE Set to "Yes" if INSTR_ROLE = PI; else "No"

STUDENT

Student demographics (most current effective dated data from the current academic year)

LACES Field Name	PeopleSoft Source Field
Agency	STDNT_ENRL.INSTITUTION
Academic Year	Derived from STDNT_ENRL.STRM
Student External ID	STDNT_ENRL.EMPLID EMPLID doesn't start with "X"
Program	Derived from Class Program; see Student Program Mapping
Intake Date	Admission date
Last Name	PERSONAL_DATA.LAST_NAME
First Name	PERSONAL_DATA.FIRST_NAME
Middle Name	PERSONAL_DATA.MIDDLE_NAME
Suffix	PERSONAL_DATA.NAME_SUFFIX
Preferred Name	NAME.NAME NAME_TYPE = Preferred
Former Name	NAME.NAME NAME_TYPE = FR1
Address 1	PERSONAL_DATA.ADDRESS1
Address 2	PERSONAL_DATA.ADDRESS2
Zip Code	PERSONAL_DATA.POSTAL
City	PERSONAL_DATA.CITY
State	PERSONAL_DATA.STATE
County	PERSONAL_DATA.COUNTY
Email	EMAIL_ADDRESS.EMAIL_ADDR PREF_EMAIL_FLAG = YES

LACES Field Name	PeopleSoft Source Field
Home Phone	PERSONAL_PHONE.PHONE PHONE_TYPE = HOME
Work Phone	PERSONAL_PHONE.PHONE PHONE_TYPE = BUSN, else WORK
Mobile Phone	PERSONAL_PHONE.PHONE PHONE_TYPE = CELL
Other Phone	PERSONAL_PHONE.PHONE PHONE_TYPE = OTR
Sex	PERSONAL_DATA.SEX
HISP_LATINO	ETHNICITY_DTL.HISP_LATINO
AM_INDIAN	ETHNICITY_DTL.ETHNIC_GRP_CD Set to "Yes" if ETHNIC_GROUP = 5
ASIAN	ETHNICITY_DTL.ETHNIC_GRP_CD Set to "Yes" if ETHNIC_GROUP = 4
BLACK	ETHNICITY_DTL.ETHNIC_GRP_CD Set to "Yes" if ETHNIC_GROUP = 2
HAWAIIAN	ETHNICITY_DTL.ETHNIC_GRP_CD Set to "Yes" if ETHNIC_GROUP = 7
WHITE	ETHNICITY_DTL.ETHNIC_GRP_CD Set to "Yes" if ETHNIC_GROUP = 1
Birthdate	PERSONAL_DATA.BIRTHDATE
Marital Status	PERSONAL_DAT.MAR_STATUS
Social Security Number	PS_PERS_NID.NATIONAL_ID

Class CIP Code to Class Level and Program Mapping

Any registered classes for the current term and subsequent terms in the current academic year

CIP_CODE	DESCR	Class Level	Class Program
32.0201	Educational Interviewing	Null	Educational Interviewing
32.0210	ABE Level 1	ABE 1	ABE
32.0220	ABE Level 2	ABE 2	ABE
32.0230	ABE Level 3	ABE 3	ABE
32.0240	ABE Level 4	ABE 4	ABE
32.0203	ABE Level 5	ABE 5	ABE
32.9997	ABE Funded Basic HSC	ABE 5	ABE
32.0204	ABE Level 6	ABE 6	ABE
32.9998	ABE Funded Advanced HSC	ABE 6	ABE
32.0301	ESL Level 1	ESL 1	ESL
32.0302	ESL Level 2	ESL 2	ESL
32.0303	ESL Level 3	ESL 3	ESL
32.0304	ESL Level 4	ESL 4	ESL
32.0305	ESL Level 5	ESL 5	ESL
32.0306	ESL Level 6	ESL 6	ESL
32.0501	Adult Education I-BEST Support	Null	I-BEST Support
32.0601	Integrated Education & Training	Null	Integrated Education & Training
32.0701	Workplace Literacy	Null	Workplace Literacy
College-level CIP	I-BEST classes	Null	I-BEST

Class Program to Student Program Mapping & Prioritization

Any registered students for the current term and subsequent terms in the current academic year

Student Program	Priority
I-BEST	1
Workplace Literacy	2
Integrated Education & Training	3
ABE	4
ESL	5
Educational Interviewing	6
I-BEST Support	7

Resources

SBCTC Student & Course Coding Manual

SBCTC BEdA Coding Manual

CIP 2020 CIP Descriptions

Report Catalog

LACES Data Dictionary