



# DATA DICTONARY

*WABERS 1.0*

## Revisions

Change reference	Date	Version
Annual review and updated with PeopleSoft sources	1/28/2019	1.0

## Contacts

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The Washington Adult Basic Education Reporting System (WABERS+) is an on-line application used to facilitate the data collection and reporting of students in Basic Education for Adults Programs. Community Based Organizations and community and technical colleges in the State of Washington that provide adult education services are required to report data at least quarterly using WABERS+.

The data elements included in the current version of WABERS+ meet all federal and state reporting requirements. Future funding decisions will be based on each basic skills provider's performance, calculated using data in WABERS+. This information is also used for research, planning and the development of new programs. In addition, WABERS+ data supports the progress of students and their success in the workplace and other educational areas.

Each quarter, a snapshot is taken of the data in WABERS+. This information is then made available to the CBOs and colleges. This data dictionary is meant to assist users in identifying and using the data available in this database.

# TBLBARRIERS

## Table Description

One record per student per period of participation. Student self-reports barriers to employment on the WABERS Intake form and the provider manually enters the information into WABERS+. Students are entered by uploading results from a Data Express procedure for Legacy colleges, through a daily load for PeopleSoft colleges, and manual entry for community-based organizations.

## Data Elements

### **SID (and EMPLID combined) (PK)**

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

## ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## BasicSkills

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as currently skill building in order to compute and solve problems, or read, write, or speak English at a level necessary to function on the job, in the participant's family, or in society.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## Cultural

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who believes they may be experiencing implicit or explicit bias from potential employers due to attitudes, beliefs, customs or practices that fall outside of dominant cultural norms.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## Homemaker

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who previously provided unpaid services to the family (for example: a stay-at-home mom or dad), is no longer supported by the spouse, or is the dependent spouse of a member of the Armed Forces, is unemployed or underemployed, and is having trouble finding or upgrading employment.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## EnglishLearner

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who has limited ability in speaking, reading, writing or understanding the English language and meets at least one of the following two conditions:

- (a) his or her native language is a language other than English,, or
- (b) he or she lives in a family or community environment where a language other than English is the dominant language.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## ExOffender

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who either has been subject to any stage of the criminal justice process or requires assistance in overcoming barriers to employment resulting from a record of arrest or conviction.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## ExhaustingTANF

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person within 2 years of exhausting lifetime eligibility.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## FosterCare

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who is currently in foster care or has aged out of the foster care system.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## Homeless

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person without a fixed, regular and adequate nighttime residence or runaway youth.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## Disability

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person with a physical or mental impairment that substantially limits one or more of the person's major life activities.

**Data Classification:** [Category 4](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## LongTermUnemployed

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who has been unemployed for 27 or more consecutive weeks.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## LowIncome

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who within 6 months has received income-based assistance, such as housing supplement or food stamps, or whose total family income is below 70 percent of the lower living standard income level.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False

## SingleParent

**Data Type:** Bit

**Size:** 1

**Definition:** Student self-reported as a person who is single, separated, divorced or a widowed and has primary responsibility for one or more dependent children under age 18 or is currently pregnant.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Valid Values:** True/False



## MigrantID

**Data Type:** Number

**Size:** Long Integer

**Definition:** Student self-reported as being migrant.

**Data Classification:** [Category 3](#)

**Source:** Self-reported by student on WABERS Intake form

**Lookup/Crosswalk:** tlkpMigrantCodes

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLCOURSEENROLLMENTS

## Table Description

Enrollments by COURSEID with total hours, face-to-face hours, and distance education hours. Classes and students are entered by uploading results from a Data Express procedure for Legacy colleges and through a daily load for PeopleSoft colleges.

## Data Elements

### SID (and EMPLID combined) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## COURSEID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** ID number assigned by the WABERS+ application for each class

**Data Classification:** [Category 2](#)

**Source:** Assigned by WABERS+ application as classes are loaded

## TOTALHOURS

**Data Type:** Decimal

**Size:** Precision 6, Scale 2

**Definition:** Total contact and attendance hours for each student by class

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## F2FHOURS

**Data Type:** Decimal

**Size:** Precision 6, Scale 2

**Definition:** Total face-to-face contact and attendance hours for each student by class

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## DISTHOURS

**Data Type:** Decimal

**Size:** Precision 6, Scale 2

**Definition:** Total distance education attendance hours for each student by class

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLCOURSES

## Table Description

One record per class for each provider with Quarter and Program Level. Classes and students are entered by uploading results from a Data Express procedure for Legacy colleges and through a daily load for PeopleSoft colleges.

## Data Elements

### COURSEID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** ID number assigned by the WABERS+ application for each class

**Data Classification:** [Category 2](#)

**Source:** Assigned by WABERS+ application as classes are loaded

### COURSE

**Data Type:** Text

**Size:** 15

**Definition:** Dept/Div, Course number, and Item number/Subject, Catalog number, and Class number

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-CLASS-D

**PeopleSoft Source:** SYSADM\_CS.PS\_CLASS\_TBL

### ORGCODE

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

# QUARTERCODE

**Data Type:** Number

**Size:** Long Integer

**Definition:** A one-character code identifying the academic quarter. The academic year begins with summer quarter and ends with spring quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.QUARTER

**PeopleSoft Source:** Derived from the fourth character of CS.STRM and converted to the legacy quarter code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

**Valid Values:**

Values	Value Descriptions
1	Summer
2	Fall
3	Winter
4	Spring

# PROGRAMLEVELCODE

**Data Type:** Number

**Size:** Long Integer

**Definition:** Code used to assign federal program levels to each class based on class CIP Code, identify type of enrollment (DOC/I-BEST), or to indicate test results above program eligibility (EXIT ESL/EXIT ASE)

**History:** Program Level Codes GED 1, GED 2, and EXIT GED changed to HSE 1, HSE 2, and EXIT HSE as of B451 and then changed to ASE 1, ASE 2, and EXIT ASE as of B561.

**Data Classification:** [Category 2](#)

**Source:** Assigned by WABERS+ application as classes are loaded

**Lookup/Crosswalk:** tlkpProgramLevel

# YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## COURSE TITLE

**Data Type:** Text

**Size:** 50

**Definition:** Title of the class.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-CLASS-D.COURSE-TITLE

**PeopleSoft Source:** SYSADM\_CS.PS\_CLASS\_TBL.DESCR

## INSTRUCTOR

**Data Type:** Text

**Size:** 100

**Definition:** Name of the instructor (last name, initial of first name).

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-CLASS-D. INSTR-NAME

**PeopleSoft Source:** SYSADM\_CS.PS\_NAMES.LAST\_NAME, SYSADM\_CS.PS\_NAMES.FIRST\_NAME, SYSADM\_CS.PS\_NAMES.MIDDLE\_NAME, and SYSADM\_CS.PS\_NAMES.NAME\_SUFFIX

# TBLENTRYSTATUS

## Table Description

One record for each Entry Status reported by student for each period of participation. Student self-reports Entry Status on the WABERS Intake form and the provider manually enters the information into WABERS+. Students are entered by uploading results from a Data Express procedure for Legacy colleges and through a daily load for PeopleSoft colleges.

## Data Elements

### SID (*and EMPLID combined*) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization



## ENTRYSSTATUSCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Self-reported employment status of student at program entry

**History:** Prior to B67, this table also included self-reported disabilities and receipt of public assistance. As of B67, this table only includes employment status with the other information being self-reported as barriers to employment in [tblBarriers](#).

**Data Classification:** [Category 2](#)

**Source:** Self-reported by student on WABERS Intake form

**Lookup/Crosswalk:** tlkpEntryStatus

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLEXCEPTIONS

## Table Description

One record per exception per student for each period of participation. Exceptions are submitted for students that do not have the minimum number of hours required to post-test, are transitioning out of the program, and are expected to make a gain based on other instructional assessments.

## Data Elements

### ExceptionID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** ID number assigned by the WABERS+ application for each exception

**Data Classification:** [Category 2](#)

**Source:** Assigned when a provider manually enters a request for an exception into WABERS+

### RecYRQ

**Data Type:** Text

**Size:** 4

**Definition:** The concatenation of YEAR and QUARTER. The first three characters are the YEAR, and the last character is the QUARTER when the exception was entered

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-CLASS-D.YRQ

**PeopleSoft Source:** Derived from the fourth character of CS.STRM and converted to the legacy quarter code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

### ORGCODE

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## SID (and EMPLID combined)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## ExceptionStatus

**Data Type:** Text

**Size:** 10

**Definition:** The status of the exception.

**Data Classification:** [Category 2](#)

**Source:** Providers enter the exception request into WABERS+, and the WABERS+ Helpdesk reviews the requests and enters the approval, if approved.

**Valid Values:**

Values	Value Descriptions
Approved	Exception reviewed and approved
Canceled	Exception request canceled
Requested	Exception requested and not reviewed
Unapproved	Exception reviewed and not approved

## PostHours

**Data Type:** Decimal

**Size:** Precision 5, Scale 2

**Definition:** Number of hours in towards minimum number required for post-testing in WABERS+ at the time of the exception request

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## Period

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLHOURS

## Table Description

One record per student (SID), OrgCode, Program Level, and Period of Participation. Contains total contact and attendance hours entered at the time of the snapshot.

## Data Elements

### SID (and EMPLID combined) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## PROGRAMLEVELCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Code used to assign federal program levels to each class based on class CIP Code, identify type of enrollment (DOC/I-BEST), or to indicate test results above program eligibility (EXIT ESL/EXIT ASE)

**History:** Program Level Codes GED 1, GED 2, and EXIT GED changed to HSE 1, HSE 2, and EXIT HSE as of B451 and then changed to ASE 1, ASE 2, and EXIT ASE as of B561.

**Data Classification:** [Category 2](#)

**Source:** Assigned by WABERS+ application as classes are loaded

**Lookup/Crosswalk:** tlkpProgramLevel

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## HOURS

**Data Type:** Decimal

**Size:** Precision 6, Scale 2

**Definition:** Total contact and attendance hours for each student by class

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## F2FHOURS

**Data Type:** Decimal

**Size:** Precision 6, Scale 2

**Definition:** Total face-to-face contact and attendance hours for each student by class

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## DISTHOURS

**Data Type:** Decimal

**Size:** Precision 6, Scale 2

**Definition:** Total distance education attendance hours for each student by class

**Data Classification:** [Category 2](#)

**Source:** Provider enters hours into WABERS+ for each student at least quarterly

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2



# TBLPERSONNEL

## Table Description

One record per provider (OrgCode). Provider information about staff and faculty involved in basic skills instruction. Contains counts of personnel aggregated by function, job type, experience and certification. This table was added B233

## Data Elements

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

### AdminPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time local-level administrative, supervisory or ancillary services personnel.

**Data Classification:** [Category 2](#)

**Source:** Provider enters administrative personnel information at least annually

### AdminFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time local-level administrative, supervisory or ancillary services personnel.

**Data Classification:** [Category 2](#)

**Source:** Provider enters administrative personnel information at least annually

## AdminUnpaid

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of unpaid volunteer local-level administrative, supervisory or ancillary services personnel.

**Data Classification:** [Category 2](#)

**Source:** Provider enters administrative personnel information at least annually

## CounselorPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time local counselors.

**Data Classification:** [Category 2](#)

**Source:** Provider enters personnel information at least annually

## CounselorFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time local counselors.

**Data Classification:** [Category 2](#)

**Source:** Provider enters personnel information at least annually

## CounselorUnpaid

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of unpaid volunteer local counselors.

**Data Classification:** [Category 2](#)

**Source:** Provider enters personnel information at least annually

## ParaPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time local paraprofessionals.

**Data Classification:** [Category 2](#)

**Source:** Provider enters personnel information at least annually

## ParaFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time local paraprofessionals.

**Data Classification:** [Category 2](#)

**Source:** Provider enters personnel information at least annually

## ParaUnpaid

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of unpaid volunteer local paraprofessionals.

**Data Classification:** [Category 2](#)

**Source:** Provider enters personnel information at least annually

## TeacherPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time local teachers.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## TeacherFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time local teachers.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## TeacherUnpaid

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of unpaid volunteer local teachers.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## LessThanOnePart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with less than one year of experience in Adult Education.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## LessThanOneFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with less than one year of experience in Adult Education.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## OneToTwoPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with one to two years of experience in Adult Education.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## OneToTwoFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with one to two years of experience in Adult Education.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## OverThreePart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with over three years of experience in Adult Education.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## OverThreeFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with over three years of experience in Adult Education.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertNotReportedPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with no certifications reported.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertNotReportedFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with no certifications reported.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertAECPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with Adult Education Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertAECFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with Adult Education Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertK12Part

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with K-12 Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertK12Full

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with K-12 Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertSECPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with Special Education Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertSECFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with Special Education Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertTESOLPart

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of part-time teachers with TESOL Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

## CertTESOLFull

**Data Type:** Number

**Size:** Long Integer

**Definition:** Count of full-time teachers with TESOL Certification.

**Data Classification:** [Category 2](#)

**Source:** Provider enters faculty information at least annually

# TBLSPECIALPROGRAMS

## Table Description

One record per student [SID], OrgCode and SpecialProgramCode. Contains adult education special programs through which each student was served. Providers manually enter this information into WABERS+, except for I-BEST, which is marked based in the system based on coding.

## Data Elements

### SID (and EMPLID combined) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## SPECIALPROGRAMCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Special programs offered in adult education

**History:** Special Program Code 5 was changed from EL Civics to IELCE in B67

**Data Classification:** [Category 2](#)

**Source:** Provider marks the special programs in WABERS+

**Lookup/Crosswalk:** tlkpSpecialProgram

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2



# TBLSPECIALPROGRAMSDetail

## Table Descriptions

One record per student [SID] and OrgCode. Contains modes of distance education, citizenship status and credit/credit equivalency status. Completion of citizenship is self-reported by the student. Credit/credit equivalency status is used for data matching high school completions. Special Program Detail Codes 2-4 and 13-15 are not currently being used.

## Data Elements

### SID (and EMPLID combined) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## SPECIALPROGRAMDETAILCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Identifies details of special programs, including mode of distance learning for students identified as being in the Distance Education, citizenship status, and the credit/credit equivalency status for High School Completion and HS 21+ students.

**History:** Special Program Detail Codes 2-4 and 13-15 were inactivated as of B451

**Data Classification:** [Category 2](#)

**Source:** Provider marks the special program details in WABERS+

**Lookup/Crosswalk:** tlkpSpecialProgramsDetail

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## COMPLETED

**Data Type:** Bit

**Size:** 1

**Definition:** This field is currently not being used as the Special Program Detail Codes that would use this field (2-4 and 13-15) are not currently in effect.

**History:** Special Program Detail Codes 2-4 and 13-15 were inactivated as of B451

**Data Classification:** [Category 2](#)

**Source:** Provider marks the special program details in WABERS+

**Valid Codes:** None at this time

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLSTUDENT

## Table Description

One record per student [SID] and OrgCode per period of participation. Contains demographic information; the federal and state reportable status; federal and state minimum entry level; and federal and state level and subject completions for each student. The federal and state minimum entry level is based on the student's lowest CASAS pre-test score or number of high school credits. Students are entered by uploading results from a Data Express procedure for Legacy colleges, through a daily load for PeopleSoft colleges, and manual entry for community-based organizations.

### SID (and EMPLID combined) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## NAME

**Data Type:** Text

**Size:** 50

**Definition:** Last name, first name, and middle initial of student

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.NAME

**PeopleSoft Source:** CS.NAME

## ADDRESS

**Data Type:** Text

**Size:** 50

**Definition:** Address of student – field is not populated

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-STREET

**PeopleSoft Source:** CS.PS\_ADDRESSES.ADDRESS1

## CITY

**Data Type:** Text

**Size:** 20

**Definition:** City of student's address – field is not populated

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-CITY

**PeopleSoft Source:** CS.PS\_ADDRESSES.CITY

## STATE

**Data Type:** Text

**Size:** 2

**Definition:** Two character state abbreviation

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-ST

**PeopleSoft Source:** CS.PS\_ADDRESSES.STATE

## ZIPCODE

**Data Type:** Text

**Size:** 5

**Definition:** Nine-digit ZIP code.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-ZIP

**PeopleSoft Source:** CS.PS\_ADDRESSES.POSTAL

## BIRTH\_DATE

**Data Type:** Text

**Size:** 15

**Definition:** Student date of birth.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.MIS-STU-D.BIRTH-DATE

**PeopleSoft Source:** CS.BIRTHDATE

## PHONE\_DAY

**Data Type:** Text

**Size:** 12

**Definition:** Student day phone– field is not populated

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-DAY-PHONE

**PeopleSoft Source:** None

## PHONE\_EVENING

**Data Type:** Text

**Size:** 12

**Definition:** Student evening phone– field is not populated

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-EVE-PHONE

**PeopleSoft Source:** None

## SEX

**Data Type:** Text

**Size:** 1

**Definition:** A one-character field identifying the student's gender.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.MIS-STU-D.SEX

**PeopleSoft Source:** CS.PS\_PERS\_DATA\_EFFDT.SEX

**Valid Values:**

Values	Value Descriptions
M	Male
F	Female
NULL	Not reported

## AGE

**Data Type:** Number

**Size:** Long Integer

**Definition:** The age of the student based on the date of birth compared to the last date of the academic year

**Data Classification:** [Category 3](#)

**Source:** Calculated from BIRTH\_DATE in the WABERS+ application

## ETHNICITY

**Data Type:** Number

**Size:** Long Integer

**Definition:** A one-character code representing the student's race or ethnic origin

**Data Classification:** [Category 3](#)

**Legacy Source:** Calculated in the WABERS+ application using SMIS.MIS-STU-D.CENSUS-RACE-CD, SMIS.MIS-STU-D.CENSUS-HISP-CD, SMIS.MIS-STU-D.CENSUS-RACE-CD2

**PeopleSoft Source:** CS.DIVERS\_ETHNIC ETHNIC\_GROUP

**Lookup/Crosswalk:** tlkpEthnicity

## FEDERAL\_ETHNICITY

**Data Type:** Number

**Size:** Long Integer

**Definition:** Ethnicity code used for federal reports. If value from Ethnicity column is 0 or "Other" then value is determined based on ethnicity percent by program area, otherwise equals value from Ethnicity column. Only calculated for federally reportable students.

**Data Classification:** [Category 3](#)

**Source:** Calculated in the WABERS+ application based on Ethnicity

**Valid Codes:**

Values	Value Descriptions
2	Black not Hispanic
3	Native American
4	Hispanic
6	White
8	Asian
9	Native Hawaiian
10	Two or more races

## EMAIL

**Data Type:** Text

**Size:** 25

**Definition:** Student email address – field is not populated

**Data Classification:** [Category 3](#)

**Source:** None

## FEDERALLYREPORTABLE

**Data Type:** Bit

**Size:** 1

**Definition:** A student is coded as "True" if they have the following:

- Gender
- Date of Birth (age 16 and above)
- Ethnicity
- Employment status
- Level and type of schooling
- CASAS Pre-test score within the federal eligible range OR is in the Credit option
- 12 or more contact or attendance hours

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application when all the criteria above is met

**Valid Codes:** True/False



## FEDERAL\_MINENTRYLEVEL

**Data Type:** Text

**Size:** 50

**Definition:** Federal minimum entry level is determined by a student's lowest CASAS pre-test score or beginning number of high school credits for the academic year, and is used for federal reporting of student levels.

**History:** GED 1 and GED 2 changed to HSE 1 and HSE 2 as of B451 and then changed to ASE 1 and ASE 2 as of B561.

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on pre-test scores or beginning number of high school credits

**Valid Codes:**

Values	Value Descriptions
ESL 1	ESL Beginning Literacy
ESL 2	ESL Low Beginning
ESL 3	ESL High Beginning
ESL 4	ESL Intermediate Low
ESL 5	ESL Intermediate High
ESL 6	ESL Advanced
ABE 1	ABE Beginning Literacy
ABE 2	ABE Beginning Basic Education
ABE 3	ABE Intermediate Low
ABE 4	ABE Intermediate High
ASE 1	Adult Secondary Education Low
ASE 2	Adult Secondary Education High

## FEDERAL\_ADVANCEDMORETHANONE

**Data Type:** Bit

**Size:** 1

**Definition:** Completed more than one federal level. Student post-tested into a program level range that is more than one program level, or rank, above the pre-test.

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application after post-test scores are loaded

**Valid Codes:** True/False

## SEPARATED

**Data Type:** Bit

**Size:** 1

**Definition:** This field is not calculated until after the end of the program year, so it will always show as "False".

**Data Classification:** [Category 2](#)

**Source:** Calculated after spring quarter to determine students that have separated

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

**Valid Codes:** True/False

## LASTQUARTERENROLLED

**Data Type:** Text

**Size:** 1

**Definition:** Last quarter that the student is enrolled for the academic year.

**Data Classification:** [Category 2](#)

**Source:** Calculated based on quarterly enrollment

**Valid Values:**

Values	Value Descriptions
1	Summer
2	Fall
3	Winter
4	Spring

## FEDERALLEVELGAIN

**Data Type:** Bit

**Size:** 1

**Definition:** Achieved when a student advances to a higher order rank from their lowest pre-test compared to their last post-test in the same subject area or when a student earns enough high school credits to advance to a higher rank

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application as post-tests and credits are added

**Valid Codes:** True/False

## SIGNIFICANTGAIN

**Data Type:** Text

**Size:** 3

**Definition:** Based on the difference between a student's pre-test scaled score and their highest post-test scaled score in the same subject area. The pre-test score must be 210 or below to be used in the 5-point gain calculation. The gains are also prioritized with calculations for a 5-point gain first, then the 3-point gain, and then a diploma or equivalent.

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application as post-tests are entered and after the quarterly data match

**Valid Codes:**

Values	Value Descriptions
L1	5-point gain
L2	3-point gain
GED	No 3- or 5-point gain, but earned GED

## MOMENTUM\_POINTS

**Data Type:** Number

**Size:** Byte

**Definition:** Field is no longer used. Calculated by Subject Area (Reading, Math, Listening).

- If Pre-Test Scaled Score  $\leq 210$ 
  - Highest Post-Test scaled score - Pre-Test scaled score / 5
- If Pre-Test Scaled Score  $> 210$ 
  - Highest Post-Test scaled score - Pre-Test scaled score / 3
- Results are rounded down (1.8 = 1)
- One point if student completed their GED Battery or High School Completion in the academic year.

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application as post-tests are entered and after the quarterly data match

## DW\_KEY

**Data Type:** Text

**Size:** 10

**Definition:** The Data Warehouse system-wide unique identifier assigned to each student. This field is used to track students longitudinally across all colleges. This field is used across all student related tables in the Data Warehouse and *is not college specific*.

**Data Classification:** [Category 3](#)

**Legacy Source:** DW\_KEY is retrieved based on available student identifiers in the following order: SID, SSN. If no identifier is found to exist in the Data Warehouse, a new DW\_KEY is created.

**PeopleSoft Source:** DW\_KEY is retrieved based on available student identifiers in the following order: CS.EMPLID, SID, and SSN. If no identifier is found to exist in the Data Warehouse, a new DW\_KEY is created.

**Examples of Use:** A system identifier and the primary key on many tables. Used for system unduplicated headcounts.

## SDA

**Data Type:** Text

**Size:** 2

**Definition:** two-digit code indicating the service area of the college the student is attending. Also known as WDC (Workforce Development Council).

**Data Classification:** [Category 3](#)

**Source:** Derived during SBCTC Data Warehouse re-engineering based on the college and county codes.

**Valid Values:**

Code	Service Area	Colleges included
01	Olympic	Peninsula, Olympic
02	Pacific Mountain	Grays Harbor, Centralia, South Puget Sound
03	Northwest Washington	Whatcom, Bellingham, Skagit
04	Snohomish	Everett, Edmonds
05	Seattle-King County	Lake Washington, Shoreline, Seattle District, Highline, Bellevue, Green River, Renton, Cascadia
06	Tacoma-Pierce County	Pierce, Tacoma, Bates, Clover Park
07	Southwest Washington	Lower Columbia, Clark (Clark included if student county_cd not 30)
08	North Central Washington	Wenatchee Valley, Big Bend
09	South Central (formerly Tri-County)	Yakima Valley, Clark (Clark included if student county_cd = 30)
10	Eastern Washington	Walla Walla, Spokane District (Spokane District included if student county_cd = 01,10, 26, 33, or 38)
11	Benton-Franklin	Columbia Basin
12	Spokane Area	Spokane District (unless student is included in SDA 10)

## HIGHEST LEVEL OF SCHOOLING

**Data Type:** Number

**Size:** Byte

**Definition:** Indicates the student's highest level of schooling completed

**Data Classification:** [Category 2](#)

**Source:** Self-reported by student on WABERS Intake form

**Lookup/Crosswalk:** tlkpLevelOfSchooling

## TYPE OF SCHOOLING

**Data Type:** Number

**Size:** Byte

**Definition:** Indicates the type of school the student previously attended

**Data Classification:** [Category 2](#)

**Source:** Self-reported by student on WABERS Intake form

**Lookup/Crosswalk:** tlkpTypeOfSchooling

## SSNCONSENT

**Data Type:** Bit

**Size:** 1

**Definition:** Indicates that the student marked consent to use his/her SSN for data matching and reporting purposes.

**Data Classification:** [Category 2](#)

**Source:** Indicated by student on WABERS Intake form

**Valid Codes:** True/False

## TestLevelGain

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates that the student earned a level gain through CASAS testing.

**History:** Not populated yet - Added in B78 in preparation for new federal reports

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application as post-tests are entered

**Valid Codes:** True/False

## CreditLevelGain

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates that the student earned a level gain through earning high school credits.

**History:** Not populated yet - Added in B78 in preparation for new federal reports

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application as credits are entered

**Valid Codes:** True/False

## EnterPostSecLevelGain

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates that the student received a level gain for exiting the program and entering post-secondary during the program year.

**Data Classification:** [Category 2](#)

**Source:** Students are data matched quarterly and annually for post-secondary enrollments

**Valid Codes:** True/False

## HSE

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates that the student received a High School Equivalency Certificate

**Data Classification:** [Category 2](#)

**Source:** Students are data matched quarterly and annually for HSE completions

**Valid Codes:** True/False

## HSDiploma

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates that the student received a high school diploma.

**Data Classification:** [Category 2](#)

**Source:** Students are data matched quarterly and annually for HS completions

**Valid Codes:** True/False

## DOC\_ID

**Data Type:** Text

**Size:** 10

**Definition:** DOC ID number for corrections students used to import DOC hours for students

**Data Classification:** [Category 2](#)

**Legacy Source:** Last six digits of SID

**PeopleSoft Source:** CS\_PS\_EXTERNAL\_SYSTEM

## EXCLUSION

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates that the student should be excluded from federal reporting.

**Data Classification:** [Category 2](#)

**Source:** Entered by the provider for students that should be excluded from reporting

**Lookup/Crosswalk:** tlkpExclusions

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

## ExitQuarter

**Data Type:** Text

**Size:** 1

**Definition:** A one-character code identifying the last academic quarter the student was enrolled in the academic year.

**Data Classification:** [Category 2](#)

**Source:** Exit is calculated based on student having no enrollments for at least one academic quarter

**Valid Values:**

Values	Value Descriptions
1	Summer
2	Fall
3	Winter
4	Spring

## HSE\_YRQ

**Data Type:** Text

**Size:** 4

**Definition:** Indicates the academic quarter a student received a High School Equivalency Certificate

**Data Classification:** [Category 2](#)

**Source:** Students are data matched quarterly and annually for HSE completions

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## HSC\_YRQ

**Data Type:** Text

**Size:** 4

**Definition:** Indicates the academic quarter the student received a high school diploma

**Data Classification:** [Category 2](#)

**Source:** Students are data matched quarterly and annually for HS completions

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## PostSec\_YRQ

**Data Type:** Text

**Size:** 4

**Definition:** Indicates the academic quarter in which the student was enrolled in post-secondary

**Data Classification:** [Category 2](#)

**Source:** Students are data matched quarterly and annually for post-secondary enrollment

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT



# TBLSTUDENTHSCREDITS

## Table Description

Credits that have been assigned to the student, including the subject, how the credit was earned, and the amount of credit. The program enters the credits from a student's transcript and any additional credits earned through the program.

## Data Elements

### StudentCreditsID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Record count for credits that were entered for the student on a graduation plan.

**Data Classification:** [Category 2](#)

**Source:** The record count is generated as credits are entered into the system.

### SID (and EMPLID combined)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## ORGCODE

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## SubjectName

**Data Type:** Text

**Size:** 50

**Definition:** The subject for which credits were assigned.

**Data Classification:** [Category 2](#)

**Source:** Selected by program as credits are entered

## CreditAmount

**Data Type:** Decimal

**Size:** Precision 5, Scale 2

**Definition:** The number of credits earned by the student in a subject and assignment.

**Data Classification:** [Category 2](#)

**Source:** Entered by program

## CreditAssign

**Data Type:** Text

**Size:** 50

**Definition:** The method by which credits were earned. "Previous" is assigned if the credit came from previous work.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

## Period

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLSTUDENTHSGRADPLAN

## Table Description

One record per student that identifies the student Graduation Plan. The Graduation Plan is selected by the program based on when the student entered 9<sup>th</sup> grade.

## Data Elements

### SID (and EMPLID combined) (PK)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

### EMPLID (PK)

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## GradPlanID

**Data Type:** Number

**Size:** Long Integer

**Definition:** Identifies which Graduation Plan the student is under based when the student started 9<sup>th</sup> grade.

**Data Classification:** [Category 2](#)

**Source:** Selected by program before credits are entered

**Lookup/Crosswalk:** tlkpGradPlanName

## Period (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TBLTESTING

## Table Description

Contains testing information for each student, including CASAS form, test date, score, level, and hours recorded at time of test entry. Tests are by the program manually or through and upload process.

## Data Elements

### RECNO (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Record ID or each test record entered

**Data Classification:** [Category 2](#)

**Source:** Assigned as tests are entered

### YEAR

**Data Type:** Text

**Size:** 3

**Definition:** A three-character field identifying the academic year of the enrollment. The academic year begins with Summer Quarter and ends with Spring Quarter.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.YEAR

**PeopleSoft Source:** Derived from first three characters of CS.STRM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.YRQ\_CONVERT

## SID (and EMPLID combined)

**Data Type:** Text

**Size:** 11

**Definition:** A unique identifier for the student. The identifier is assigned by the college.

**Note:** If the field length of the SID field is 11 characters, it contains both the SID and the EMPLID. If the length of the value of the SID is 11 characters, it represents the EMPLID. Because some EMPLID values matched the legacy SID values, the EMPLID is padded with leading zeros to 11 characters to enforce uniqueness.

**Source:** The SID field has been modified in most tables to contain both the legacy SID and the PeopleSoft EMPLID in an effort to retain the existing joins between tables and to include PeopleSoft colleges in the joins. If the PeopleSoft student record was converted with an SID in the EXTERNAL\_SYSTEM\_ID field, we retain the legacy SID on the record to allow for longitudinal analysis. If there is no legacy SID associated to a PeopleSoft EMPLID, the EMPLID is used to populate this field.

**Data Classification:** [Category 3](#)

**Legacy Source:** SMIS.SID

**PeopleSoft Source:** CS.EMPLID and CS.PS\_EXTERNAL\_SYSTEM.EXTERNAL\_SYSTEM\_ID

## ORGCODE

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

## FORMID

**Data Type:** Text

**Size:** 8

**Definition:** CASAS Test Forms taken by the student

**Data Classification:** [Category 2](#)

**Source:** Entered by the program manually or through an upload

**Valid Codes:** Valid CASAS test forms for programs in Washington State are listed in the [State Assessment Policy](#) each academic year. Test forms ending in “L” are Listening tests, “M” are math tests, and “R” are reading tests.

## TESTDATE

**Data Type:** Date/Time

**Definition:** Test date the test was taken

**Data Classification:** [Category 2](#)

**Source:** Entered by the program manually or through an upload

## SCALESORE

**Data Type:** Number

**Size:** Long Integer

**Definition:** Test score

**Data Classification:** [Category 2](#)

**Source:** Entered by the program manually or through an upload

## PROGRAMLEVELCODE

**Data Type:** Number

**Size:** Long Integer

**Definition:** Code used to assign federal program levels to each class based on class CIP Code, identify type of enrollment (DOC/I-BEST), or to indicate test results above program eligibility (EXIT ESL/EXIT ASE)

**History:** Program Level Codes GED 1, GED 2, and EXIT GED changed to HSE 1, HSE 2, and EXIT HSE as of B451 and then changed to ASE 1, ASE 2, and EXIT ASE as of B561.

**Data Classification:** [Category 2](#)

**Source:** Assigned by WABERS+ application as classes are loaded

**Lookup/Crosswalk:** tlkpProgramLevel

## PRETEST

**Data Type:** Text

**Size:** 1

**Definition:** CASAS pre-test

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application as tests are entered

**Valid Codes:**

Values	Value Descriptions
A	Anomalous (duplicate, same test in a row, or too old)
P	Pre-test
O	Post-test



## EMPLID

**Data Type:** Text

**Size:** 11

**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee, student or both.

**Data Classification:** [Category 3](#)

**Legacy Source:** Not populated

**PeopleSoft Source:** CS.EMPLID

## Period

**Data Type:** Number

**Size:** Long Integer

**Definition:** Period of Participation - Period 1 begins with enrollment and ends once a student has exited the program (no enrollment or attendance for one quarter). Students who return in the same program year are treated as a new student (Period 2).

**Data Classification:** [Category 2](#)

**Source:** Calculated in the WABERS+ application based on enrollments

**Valid Values:** 1 or 2

# TLKPAGEGROUPINGS

## Table Description

Identifies eligible ages and age groupings used for reporting.

## Data Elements

### AGE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** The age of the student based on the date of birth compared to the last date of the academic year

**Data Classification:** [Category 3](#)

**Source:** Calculated from BIRTH\_DATE in the WABERS+ application

### AGEGROUPING

**Data Type:** Text

**Size:** 12

**Definition:** Age group descriptions as listed with corresponding codes above

**Data Classification:** [Category 3](#)

**Valid Codes:** see table

# TLKPENTRYSTATUS

## Table Description

Entry status of each student at the time of intake into the program.

## Data Elements

### ENTRYSTATUSCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Self-reported employment status of student at program entry

**History:** Prior to B67, this table also included self-reported disabilities and receipt of public assistance. As of B67, this table only includes employment status with the other information being self-reported as barriers to employment in [tblBarriers](#).

**Data Classification:** [Category 2](#)

**Source:** Self-reported by student on WABERS Intake form

**Lookup/Crosswalk:** tlkpEntryStatus

### ENTRYSTATUSDESC

**Data Type:** Text

**Size:** 50

**Definition:** Entry status descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

# TLKPETHNICITY

## Table Description

Ethnicity codes used for reporting.

## Data Elements

### ETHNICITY (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** A one-character code representing the student's race or ethnic origin

**Data Classification:** [Category 3](#)

**Legacy Source:** Calculated in the WABERS+ application using SMIS.MIS-STU-D.CENSUS-RACE-CD, SMIS.MIS-STU-D.CENSUS-HISP-CD, SMIS.MIS-STU-D.CENSUS-RACE-CD2

**PeopleSoft Source:** CS.DIVERS\_ETHNIC ETHNIC\_GROUP

**Lookup/Crosswalk:** tlkpEthnicity

### ETHNICITYNAME

**Data Type:** Text

**Size:** 25

**Definition:** Ethnicity descriptions as listed with corresponding codes above.

**Data Classification:** [Category 3](#)

**Valid Codes:** see table

# TLKPEXCLUSIONS

## Table Description

Exclusions for excluding students from federal reporting.

## Data Elements

### EXCLUSION\_ID

**Data Type:** Number

**Size:** Long Integer

**Definition:** Exclusion reasons for excluding students from federal reporting.

**Data Classification:** [Category 2](#)

**Source:** Entered by the provider for students that should be excluded from reporting

**Lookup/Crosswalk:** tlkpExclusions

### EXCLUSION\_DESC

**Data Type:** Text

**Size:** 50

**Definition:** Exclusion descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

# TLKPGRADPLANNAME

## Table Description

Graduation plans for High School Completion Credit Option students.

## Data Elements

### GradPlanID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Identifies which Graduation Plan the student is under based when the student started 9<sup>th</sup> grade.

**Data Classification:** [Category 2](#)

**Source:** Selected by program before credits are entered

**Lookup/Crosswalk:** tlkpGradPlanName

### GradPlanName

**Data Type:** Text

**Size:** 50

**Definition:** Graduation Plan for the student based on when the student started 9<sup>th</sup> grade.

**Data Classification:** [Category 2](#)

**Source:** Selected by program before credits are entered

**Valid Codes:** see table

### GradCredits

**Data Type:** Number

**Size:** Long Integer

**Definition:** Number of credits required for each graduation plan.

**Data Classification:** [Category 2](#)

**Source:** Office of the Superintendent of Public Instruction and WA Department of Education

**Valid Codes:** see table

# TLKPGRADREQUIREMENTS

## Table Description

Credit requirements for each Grad Plan.

## Data Elements

### Id (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Record ID

**Data Classification:** [Category 2](#)

**Source:** System-generated record ID

### GradPlanID

**Data Type:** Number

**Size:** Long Integer

**Definition:** Identifies which Graduation Plan the student is under based when the student started 9<sup>th</sup> grade.

**Data Classification:** [Category 2](#)

**Source:** Selected by program before credits are entered

**Lookup/Crosswalk:** tlkpGradPlanName

### SubjectName

**Data Type:** Text

**Size:** 50

**Definition:** The subject for which credits were assigned.

**Data Classification:** [Category 2](#)

**Source:** Selected by program as credits are entered

### RequiredCredits

**Data Type:** Decimal

**Size:** Precision 5, Scale 2

**Definition:** Credits required for the subject and Graduation Plan

**Data Classification:** [Category 2](#)

**Source:** Entered by program when selecting Graduation Plan

**Valid Codes:** see table

## SortOrder

**Data Type:** Number

**Size:** Long Integer

**Definition:** Sort order for reporting.

**Data Classification:** [Category 2](#)

## MasterSubject

**Data Type:** Number

**Size:** Long Integer

**Definition:** Broader subject category for grouping subjects.

**Data Classification:** [Category 2](#)

**Lookup/Crosswalk:** tlkpHSCreditSubjects



# TLKPHSCREDITSUBJECTS

## Table Description

Subjects associated to credits entered or earned.

## Data Elements

### SubjectID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** The subject for which credits were applied – also referred to as MasterSubject in tlkpGradRequirements.

**Data Classification:** [Category 2](#)

**Lookup/Crosswalk:** tlkpHSCreditSubjects

### SubjectName

**Data Type:** Text

**Size:** 50

**Definition:** The subject for which credits were assigned.

**Data Classification:** [Category 2](#)

**Source:** Selected by program as credits are entered

**Valid Codes:** see table

# TLKPLEVELOFSCHOOLING

## Table Description

Identifies student's highest level of schooling.

## Data Elements

### LEVELOFSCHOOLINGCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Indicates the highest level of schooling the student has completed

**Data Classification:** [Category 2](#)

**Lookup/Crosswalk:** tlkpLevelOfSchooling

### LEVELOFSCHOOLINGNAME

**Data Type:** Text

**Size:** 50

**Definition:** Level of schooling detail descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

### SORTORDER

**Data Type:** Number

**Size:** Long Integer

**Definition:** Sort order for reporting.

**Data Classification:** [Category 2](#)

# TLKPMAJORPROGRAM

## Table Description

Identifies ABE program components.

## Data Elements

### MAJORPROGRAMCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** ABE program components.

**Data Classification:** [Category 2](#)

**Lookup/Crosswalk:** tlkpMajorProgram

### MAJORPROGRAMDESC

**Data Type:** Text

**Size:** 5

**Definition:** Major program descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

# TLKPMIGRANTCODES

## Table Description

Identifies migrant type reported by student.

## Data Elements

### MigrantID (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Migrant type reported by student.

**Data Classification:** [Category 2](#)

**Lookup/Crosswalk:** tlkpMigrantCodes

### MigrantDesc

**Data Type:** Memo

**Definition:** Migrant detail descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Source:** Entered by program when selecting Graduation Plan

**Valid Codes:** see table

### MigrantDisplay

**Data Type:** Text

**Size:** 25

**Definition:** Shorter description for reporting corresponding with codes above.

**Data Classification:** [Category 2](#)

**Source:** Entered by program when selecting Graduation Plan

**Valid Codes:** see table

# TLKPORGANIZATION

## Table Description

Identifies each ABE provider's organization code and name.

## Data Elements

### ORGCODE (PK)

**Data Type:** Text

**Size:** 3

**Definition:** A three-digit code used to identify each organization. College codes begin with the two-digit district code. Community Based Organizations (CBOs) are alpha.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Lookup/Crosswalk:** tlkpOrganization

### ORGNAME

**Data Type:** Text

**Size:** 50

**Definition:** Names of organizations as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.COLLEGE

**PeopleSoft Source:** The last three characters of CS.INSTITUTION.

**Valid Codes:** see table

### CORRECTIONALFACILITY

**Data Type:** Bit

**Size:** 1

**Definition:** Indicates if organization is a correctional facility

**Data Classification:** [Category 2](#)

**Valid Codes:** True/False

## OTHERINSTITUTION

**Data Type:** Bit

**Size:** 1

**Definition:** Indicates organizations other than colleges, CBOs, and correctional facilities

**Data Classification:** [Category 2](#)

**Valid Codes:** True/False

# TLKPPROGRAMLEVEL

## Table Description

Identifies program level, level description, level ranking, major program, and CIP Code.

## Data Elements

### PROGRAMLEVELCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Code used to assign federal program levels to each class based on class CIP Code, identify type of enrollment (DOC/I-BEST), or to indicate test results above program eligibility (EXIT ESL/EXIT ASE)

**History:** Program Level Codes GED 1, GED 2, and EXIT GED changed to HSE 1, HSE 2, and EXIT HSE as of B451 and then changed to ASE 1, ASE 2, and EXIT ASE as of B561.

**Data Classification:** [Category 2](#)

**Source:** Assigned by WABERS+ application as classes are loaded

**Lookup/Crosswalk:** tlkpProgramLevel

### PROGRAMLEVELDESCSHORT

**Data Type:** Text

**Size:** 50

**Definition:** Short program level descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

### PROGRAMLEVELDESCLONG

**Data Type:** Text

**Size:** 50

**Definition:** Long federal program level descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Source:** Department of Education provides the long program level descriptions

**Valid Codes:** see table

## RANKING

**Data Type:** Number

**Size:** Byte

**Definition:** Ranking of program levels used to calculate level gains in WABERS.

**Data Classification:** [Category 2](#)

**Source:** Department of Education defines the calculation for level gains

**Valid Codes:** see table

## MAJORPROGRAMCODE

**Data Type:** Number

**Size:** Long Integer

**Definition:** ABE program components.

**Data Classification:** [Category 2](#)

**Lookup/Crosswalk:** tlkpMajorProgram

## CIP

**Data Type:** Text

**Size:** 6

**Definition:** A six-character code representing the Classification of Instructional Programs (CIP). Every course has a CIP code, which places it into a subject area with other similar courses. The federal government issues CIP codes. They do make periodic changes. A classification may have a different code in past years than today.

**History:** There was a major change in coding beginning in academic year 1996-97, including changes related to basic skills and developmental course coding. Basic skills codes for ABE and ESL were again changed in academic year 1998-99. The CIP was updated to the CIP 2000 version in 2002-03. Updated in 2010-11 for the CIP 2010 revision.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-CLASS-D.CIP

**PeopleSoft Source:** CS.PS\_CRSE\_OFFER.CIP\_CODE

**Lookup/Crosswalk:** LOOKUP.DW\_REF\_ENR.CIP

## ROWORDER

**Data Type:** Number

**Size:** Byte

**Definition:** Row order for reporting.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table



# TLKPRURAL

## Table Description

Identifies rural zip codes.

## Data Elements

### ZIPCODE (PK)

**Data Type:** Text

**Size:** 5

**Definition:** Nine-digit ZIP code.

**Data Classification:** [Category 2](#)

**Legacy Source:** SMIS.MIS-STU-D.STU-ZIP

**PeopleSoft Source:** CS.PS\_ADDRESSES.POSTAL

### ZIPCODENAME

**Data Type:** Text

**Size:** 50

**Definition:** City names associated to the listed zip codes.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

# TLKPSPECIALPROGRAMS

## Table Description

Identifies special programs and/or funding sources. These are marked by the program, except for I-BEST. I-BEST is pulled based on Fee Pay Status and Institutional Intent.

## Data Elements

### SPECIALPROGRAMCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Special programs offered in adult education

**History:** Special Program Code 5 was changed from EL Civics to IELCE in B67

**Data Classification:** [Category 2](#)

**Source:** Provider marks the special programs in WABERS+

**Lookup/Crosswalk:** tlkpSpecialProgram

### SPECIALPROGRAMDESC

**Data Type:** Text

**Size:** 50

**Definition:** Special program names as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

### ACTIVE

**Data Type:** Bit

**Size:** 1

**Definition:** Field added B234 to indicate whether a special program is active in WABERS

**Data Classification:** [Category 2](#)

**Valid Codes:** True/False

# TLKPSPECIALPROGRAMSDetail

## Table Description

Lists details for Special Programs

## Data Elements

### SPECIALPROGRAMDETAILCODE (PK)

**Data Type:** Number

**Size:** Long Integer

**Definition:** Identifies details of special programs, including mode of distance learning for students identified as being in the Distance Education, citizenship status, and the credit/credit equivalency status for High School Completion and HS 21+ students.

**History:** Special Program Detail Codes 2-4 and 13-15 were inactivated as of B451

**Data Classification:** [Category 2](#)

**Source:** Provider marks the special program details in WABERS+

**Lookup/Crosswalk:** tlkpSpecialProgramsDetail

### SPECIALPROGRAMDETAILDESC

**Data Type:** Text

**Size:** 50

**Definition:** Special program detail descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

### SPECIALPROGRAMCODE

**Data Type:** Number

**Size:** Long Integer

**Definition:** Special programs offered in adult education

**History:** Special Program Code 5 was changed from EL Civics to IELCE in B67

**Data Classification:** [Category 2](#)

**Source:** Provider marks the special programs in WABERS+

**Lookup/Crosswalk:** tlkpSpecialProgram

# TLKPTYPEOFSCHOOLING

## Table Descriptions

Identifies type of schooling details.

## Data Elements

### TYPE OF SCHOOLING CODE (PK)

**Data Type:** Number

**Size:** Byte

**Definition:** Indicates the type of school the student previously attended

**Data Classification:** [Category 2](#)

**Source:** Self-reported by student on WABERS Intake form

**Lookup/Crosswalk:** tlkpTypeOfSchooling

### TYPE OF SCHOOLING NAME

**Data Type:** Text

**Size:** 50

**Definition:** Type of schooling detail descriptions as listed with corresponding codes above.

**Data Classification:** [Category 2](#)

**Valid Codes:** see table

### SORTORDER

**Data Type:** Number

**Size:** Long Integer

**Definition:** Sort order for reporting.

**Data Classification:** [Category 2](#)

# ADDITIONAL INFORMATION

## **Quarterly Snapshot**

The quarterly WABERS+ Snapshot is taken on a specific day each quarter and can be accessed through Resources in WABERS+ or the Quarterly Snapshot database distributed to the colleges. This is typically about three weeks after transcripts are due to SBCTC. For exact dates, see the MIS Reporting Calendar.

## **Department of Corrections (DOC) Hours**

The DOC Hours are reported on the first weekend of each month and entered into the system the following Monday.

## **WABERS+ / GED/HSD / Post-Secondary Quarterly Match**

WABERS+ students are matched to the GED database to pull testing information and the SBCTC Data Warehouse to pull high school completion and college level enrollments. This happens after all Data Warehouse and Transcript files are processed – usually about three weeks after transcripts are due to SBCTC.

## **WABERS+ Match for Federal Report Table 5**

A match to post-secondary and employment data is performed each fall. Only students with valid SSN's are included in the employment data match.

# APPENDIX: DATA CLASSIFICATION

Each data element in the Data Warehouse is associated with a category classification that indicates the method of which to use and store the data.

For more information, see the [Data Classification](#) brief.

Category	Description
<b>Category 1</b>	<b>Public Information</b> SBCTC does not consider any Data Warehouse data to be category 1. SBCTC does not release data to the public unless specifically requested. The release of public information is reserved for the college’s discretion based upon their FERPA directory information policies.
<b>Category 2</b>	<b>Sensitive Information</b> Student related information that is considered “directory information” under FERPA and is generally not considered harmful or to be an invasion of privacy if released. This information can be disclosed to outside organizations with the student’s prior consent. This is information that would be released during a public records request of Data Warehouse data.
<b>Category 3</b>	<b>Confidential Information</b> Enrollment information protected under FERPA, personnel and financial data. Category 3 includes all data elements except those explicitly stated in categories 2 and 4. Category 3 data is not distributed unless governed by a contract or data sharing agreement.
<b>Category 4</b>	<b>Confidential Information requiring Special Handling</b> Highly confidential data that is exempt from disclosure under applicable state and federal laws such as personally identifiable data protected under FERPA. Category 4 data is information whose unauthorized use, access, disclosure, acquisition, modification, loss, or deletion could result in severe damage to SBCTC or colleges, students, employees or customers. This information has limited use per specific state and federal laws.



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Washington State Board for Community and Technical Colleges