Data and Information Systems

SIF Upgrades SY2025

June Gerred, Program Manager

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OSDE is upgrading the SIF version for the WAVE. This will be a two-step implementation. The first step is SIF v2.7 to start at the beginning of SY2025, the second step is SIF v4.3 that vendors will work with and slowly implement as they are ready during SY2025. The final implementation of v4.3 will allow more real time data exchange by moving away from SIF agents to APIs.

Updated Code Tables

Mapping Documents

SIF 2.7 & 4.3

Codes

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The first area in which you will notice significant differences will be updates to the codes sets. The following 2 documents will be available for access in mid-April.

SIF 4.3 Object Mapping 2025
SIF 2.7 and 4.3 Code Table

WAVE Code Table SIF 2.7 & 4.3

Grade Book — Codes and lists related to student grading and course final grades.

Special Programs — Codes and lists related to a student's participation in a specific program.

Student Information Systems — Codes and lists related to schools, staff, students, contacts, calendars, courses, schedules, attendance, and discipline objects.

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All code set tables in the SIF 2.7 and 4.3 Code Table document are organized under the categories in which they belong.

Code Sets

All codes are located in the Code Table SIF 2.7 and 4.3 document. In the pdf document, click the Bookmark icon to expand the tool.

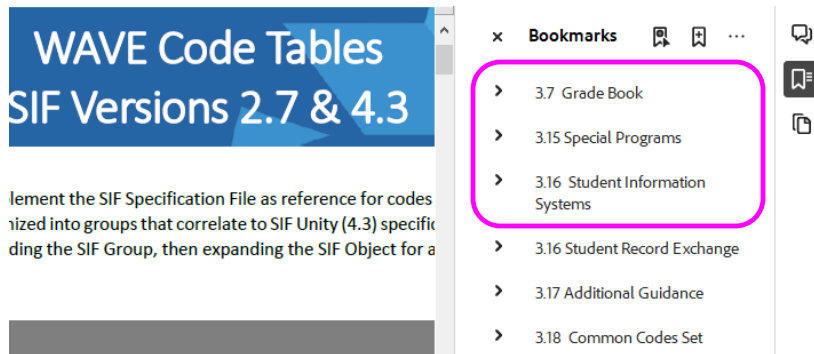WAVE Skill Enhancement Week – Student Data and Information Systems

In the PDF version of the code tables, click the bookmark icon in the upper right menu.

Code Sets

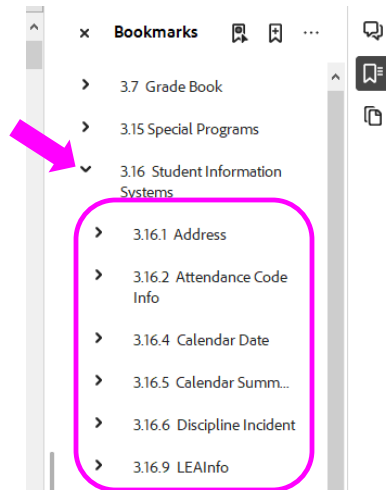The Bookmark panel displays the categories or groupings in which the codes sets are organized.

The Bookmark panel opens at the top navigation level. The codes you will mostly use are in the 3 categories that are highlighted.

Code Sets

In the bookmark panel, click the arrow beside a SIF category to expand the SIF objects within with that category.

Bookmarks

> 3.7 Grade Book

> 3.15 Special Programs

∨ 3.16 Student Information Systems

> 3.16.1 Address

> 3.16.2 Attendance Code Info

> 3.16.4 Calendar Date

> 3.16.5 Calendar Summ...

> 3.16.6 Discipline Incident

> 3.16.9 LEAInfo

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In this example, clicking the arrow to the left of the category for "3.16 Student Information" expands the view to display the code sets that are objects in that SIF grouping.

Behavior Code Sets

Expand an object to display all the code tables for each object.

Bookmarks
✕

∨ 3.16.6 Discipline Incident

3.16.6.a Incident Action List
3.16.6.b Incident Action List Other Code
3.16.6.c Incident Category List
3.16.6.d Incident Category List Other Code
3.16.6.e Incident Location T...
3.16.6.f Incident Reporter Ty...
3.16.6.g Incident Time Type

1
113

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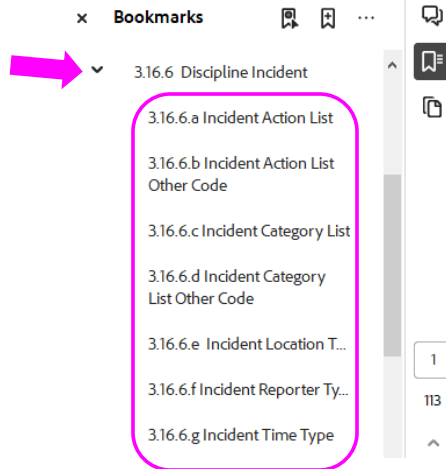
In this example, expanding the object 3.16.6 displays all the code tables related to Student Information Systems grouping, Discipline Incident object.

Navigating the SIF mapping document can be overwhelming for district users. All codes sets are organized in this one document to provide easy access when looking for specific codes.

All SIF documents will be made accessible later in April and as part of any training opportunities during the remainder of the year.

Many Codes Are Now Text

3.16.30.d Race List
   CEDS 001943

Text codes eliminate the need for memorizing numbers and simplify queries and reports.

Value	Definition
AmericanIndian OrAlaskaNative	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains cultural identification through tribal affiliation or community attachment.
Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Black OrAfricanAmerican	A person having origins in any of the black racial groups of Africa.
DemographicRaceTwo OrMoreRaces	A person having origins in any of more than one of the racial groups.
NativeHawaiian OrOtherPacificIslander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
RaceAndEthnicity Unknown	The category used to report a person whose race and ethnicity are not known.
White	A person having origins in any of the original peoples of Europe, Middle East, or North Africa.

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For example, you don't have to remember what code 01, 02, or 03 means. Text that provides a clearer indicator of the code description is used instead. Notice that text codes have no spaces.

Many Numeric Codes Are Now 5 digits

Many codes sets will have familiar numbers with a preceding zero.

Code	Definition
01821	Transfer from a public school in the same local education agency is the process by which the student entered a school during a given academic session.
01822	Transfer from a public school in a different local education agency in the same state is the process by which the student entered a school during a given academic session.
01823	Transfer from a public school in a different state is the process by which the student entered a school during a given academic session.
01824	Transfer from a private, non-religiously-affiliated school in the same local education agency is the process by which the student entered a school during a given academic session.
01825	Transfer from a private, non-religiously-affiliated school in a different LEA in the same state is the process by which the student entered a school during a given academic session.
01826	Transfer from a private, non-religiously-affiliated school in a different state is the process by which the student entered a school during a given academic session.
01827	Transfer from a private, religiously-affiliated school in the same local education agency is the process by which the student entered a school during a given academic session.
01828	Transfer from a private, religiously-affiliated school in a different LEA in the same state is the process by which the student entered a school during a given academic session.
01829	Transfer from a private, religiously-affiliated school in a different state
01830	Transfer from a school outside of the country is the process by which the student entered a school during a given academic session.

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Introducing 5 digits into the code sets allow for additional codes to be added without disrupting the sequence.

New Additions to Code Sets

New codes within an established set will have 5 digits with no leading zero.

73060	The student officially withdrew and enrolled in an adult basic education, adult secondary education, or adult English as a Second Language program.
73061	The student officially withdrew and enrolled in a workforce training program.
73064	The student exited from membership in the educational institution due to death.
73065	The student exited from membership in the educational institution and is permanently incapacitated.
73062	The student is expected to return to the same school at the beginning of the next school year.
73063	The student exited from membership in the educational institution and transferred to a charter school in a different state.

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Newly added codes can be distinguished by a full 5-digit code with no leading zero.

New Promotion - Retention Status

Code	Definition
PromSY	Student has advanced to the next grade level during the given school year.
Dem	Student has been reassigned to the grade level below during the given school year.
PromESY	Student has advanced to the next grade at the end of the given school year.
RetESY	Student has been retained in the same grade level below at the end of the given school year.

Non-Promotion Reason

Code	Definition
FailedTestingRequirements	Failed to meet testing requirements is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
Illness	Illness is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
Immaturity	Immaturity is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
InadequatePerformance	Inadequate performance is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
InsufficientCredits	Insufficient credits is the primary reason why a staff member determined that a student should not be promoted (or be demoted).

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The collection of promotion and retention status for students will provide data needed to prepopulate the Annual Needs Assessment Report, relieving the burden of manual entry of required data for districts.

New Additions to Calendar Summary

Main – primary use for accredited site, more than calendar may have the value of main, however students may not have overlapping dates on other calendars used for state or federal reporting

Coop – used for students who are enrolled in coop school to receive services, such as the School for the Deaf or Blind. The school of residence could use this calendar type.

VIR – identifies a calendar used for a virtual program within the accredited site. Students may not have overlapping dates on other calendars used for state or federal reporting.

Alt Ed – identifies a calendar used for an alternative education program within the accredited site. Students may not have overlapping dates on other calendars used for state or federal reporting.

FourDay - identifies a calendar used when a school's academic calendar operates on a 4-day weekly schedule. Students may not have overlapping dates on other calendars used for state or federal reporting.

Residential – identifies a calendar that serves residential students who receive instruction outside of the traditional school calendar, such as summer and holidays.

Other – identifies a calendar used for categories not defined above within the accredited site. Students may not have overlapping dates on other calendars used for state or federal reporting.

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A calendar type must be supplied for every calendar sent to WAVE. The calendar type provides context for the instructional function of the calendar and plays a role in the Days to Hours Report and many state and federal data requirements. Notice in the calendar type descriptions that students may not have overlapping entries on calendars that will be used for state reporting.

New Additions to Grade Level

- IT: Infant/toddler
- PR: Preschool (3 yr)
- PK: Prekindergarten (4 yr)
- 13: Grade 13 (OAAP)

Instructional Delivery Mode

Currently known as section Mode of Instruction.

- Broadcast
- Correspondence
- EarlyCollege
- AudioVideo
- Online
- IndependentStudy
- FacetoFace
- BlendedLearning

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Additional grade level codes have been added as part of the SIF upgrade to assist with enrollment of 3-year-old students(PR) differentiating them from 4-year-old students (PK). OSDE will utilize the grade code of 13 for OAAP student either working towards their Alternate Diploma after the completion of their 12th grade year or OAAP students returning for services after earning an Alternate Diploma. The grade code of 13 will be used for all years of enrollment after 12th grade.

In-School Suspension

In school suspension is a Discipline Incident Action. New for SY2025, OSDE will expect an attendance code:

- ISS Attendance Code: ISS
- Attendance Type: Present
- Attendance Status: Excused

Out of School Suspension

Out school suspension is a Discipline Incident Action. OSDE will expect an attendance code:

- Attendance Code: OSS
- Attendance Type: Absent
- Attendance Status: Excused

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New for SY2025 is the addition of using attendance code to help track the duration days for students assigned in-school suspension. The data element is used in several state and federal reports and in the OKMTSS Early Warning System. You may already have this practice in your SIS for internal purposes but now the state is requiring the attendance code to be sent to WAVE.

Student Discipline

Behavior Incident

Renewed Emphasis

What happened?
When did it happen?
Where did it happen?
How did it happen?
Who was involved?
Why did it happen?

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Student discipline is a required data collection through the WAVE. The successful collection of student discipline data will help provide pre-populated data for state and federal reporting which currently requires districts to collect and manually enter values into the report. Standardizing the collection uniformly across our state will enable discipline data to pre-populate into reports such as the Incident and Firearms Report, the Annual Needs Assessment, the CRDC, and the OKMTSS Early Warning System relieving a significant burden to districts. The potential exists for discipline data to be provided when an Open Transfer has been requested.

The student discipline collection basically tells the story of "Who, What, When, Where and Why."

What's in it For You?

Federal Reporting

Quality discipline data reported in the SIS will allow OSDE to provide data to the CRDC to reduce the burden on the district.

State Reporting

Quality discipline data reported in the SIS will remove the burden of manual data entry in the Annual Firearms and Incident report and the District Wide Needs Assessment.

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Federal Reporting: Quality discipline data reported in the SIS will allow OSDE to provide data to the CRDC to reduce the burden on the district.

State Reporting: Quality discipline data reported in the SIS will remove the burden of manual data entry in the Annual Firearms and Incident report and the District Wide Needs Assessment.

What's in it For You?

Internal Data

Quality discipline data improves internal processes for identifying discipline trends locally and impacts early warning indicator systems.

Student Transfers

Quality discipline data reported in the SIS has the potential to provide student discipline data as part of the transfer request process.

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Internal Data: Quality discipline data reported in the SIS has the potential to provide student discipline data as part of the transfer request process.

Student Transfers: Quality discipline data improves internal processes for identifying discipline trends locally and impacts early warning indicator systems.

District Expectations: Establish clear policies or guidelines for discipline responses in your district. Inform staff, parents, and students of expectations and consequences.

What is State Reported vs What is Local: Understand what data is required for state and federal reporting and use the crosswalks for guidance.

Building Capacity: Identify key personnel responsible for school discipline to become the local experts and leaders. Provide support to everyone involved. Take small steps that improve your current process.

Start Where You Are and Build

Consistent Training

All staff with discipline oversight need a clear understanding of the discipline categories, definitions, and resolutions. Understanding cannot be assumed.

Motivation & Commitment

Accurate, quality data will reduce manual reporting, improve discipline process, and save time in the long run.

Get Plugged In

Register for offered training sessions, attend and participate in SIS user groups, and use OSDE provided crosswalks and tool kits for guidance.

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Student participation is a program in which the student is receiving additional services due to a specific identified demographic.

Accurate Reporting: Student participation allows correct identification of a student's program status on any given day, particularly, October 1st.

Increased Funding: Accurate counts eliminate under reporting , which increased funding for federal programs and state aid.

Improved Program Data: Details of student participation can provide clearer insights to effectiveness of program success and reduce reporting burdens.

Annual Participation

- Alternative Education
- Free/Reduced Lunch
- Economic Disadvantage
- Homeless

Multi-Year Participation

- English Learner (EL)
- Bilingual
- Immigrant
- Migrant
- Gifted & Talented (GT)
- Indian Education
- Special Education
- Section 504

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Student participation records will fall into two categories.

- **Annual Participation**: Programs in which student must have a new participation record each year.
- **Multi-Year Participation**: Program in which student most likely will participate in the program for an extended period of time spanning more than one year.

Detailed rules and training for Student Participation will be provided in a separate training.

Indian Education – Program Placement Reason

Code	Definition
AI506	The student has a completed 506 form on file with the district.
AIJOM	The student is participating in the Johnson O'Malley program.
AIMULTI	The student has a completed 506 form on file with the district and is participating in the Johnson O'Malley program.
AITRIB	The student has self-identified tribal affiliation.

Tribal Affiliation and Tribal Member/Citizenship

Extended Element Name	Extended Element
TribalAffiliation	Enter the code for tribal name from t Appendix A Tribal Affiliation.
TribalCitizenMember	Enter the code for tribal name in which the student is citizen or member, as verified on the 506 form, from Appendix A Tribal Affiliation.

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The expansion of Indian Education in Student Participation will improve the quality of data for tribal, state, and federal reporting. Oklahoma tribes have whole heartedly endorsed the improved collection and identification of students served in the Indian Education programs in public schools.

Tribal List Code Set

Appendix A – Tribal Affiliation List (part of SIF upgrade documentation) provides a numeric code to identify a tribe. The SDE numeric code must be provided to WAVE. No text values will pass validation.

SDE Code	Code	Definition
7001	AbsenteeShawnee TribeofIndiansofO klahoma	Absentee-Shawnee Tribe of Indians of Oklahoma is the Native American tribal entity recognized and eligible to receive services from the United States Bureau of Indian Affairs to which a person is affiliated.
7002	AgdaaguxTribeofK ingCove	Agdaagux Tribe of King Cove is the Native American tribal entity recognized and eligible to receive services from the United States Bureau of Indian Affairs to which a person is affiliated.
7003	AguaCalienteBand ofCahuillaIndianso ftheAgua	Agua Caliente Band of Cahuilla Indians of the Agua Caliente Indian Reservation, California is the Native American tribal entity recognized and eligible to receive services from the United States Bureau of Indian Affairs to which a person is affiliated.
7004	AkChinIndianCom munity	Ak-Chin Indian Community (previously listed as Ak Chin Indian Community of the Maricopa (Ak Chin) Indian Reservation, Arizona) is the Native American tribal entity recognized and eligible to receive services from the United States Bureau of Indian Affairs to which a person is affiliated.

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Currently each tribal name collected by OSDE is sent 2 different ways, one with spaces and one without. This contributes to data that is difficult or impossible to use in state and federal reporting. Use Appendix A – Tribal Affiliation to identify the correct tribe, OSDE will provide the correct name.

Updates

Enrollment

Entry Date
Entry Code
Exit Date
Exit Code
Grade Level
Basis of Admission
Membership Type
School Year
GT Status
Homeless Status
Alt Ed Status
Virtual Status
504 Status
Neglected Youth

The SIF upgrades for next year will impact some portions of student school enrollment.

Enrollment – Entry Codes

Entry codes are the same with a pre-leading 0.

- Entry Date – 1st day of attendance
- Entry Codes – Code Set 1.13
  - 01821 Different school, same LEA
  - 01822 Different LEA, same state
  - 01823 Different state
  - 01824 Private school
  - 01835 Re-entry same school without interruption

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The only update to entry codes is the addition of a pre-leading zero.

Keep in mind that the first day of membership (enrollment) is the 1st day the student is present in school. Many districts use a date that allows the students to be active in the SIS during the summer due to 3rd party software APIs and communication systems. The entry date must be accurately set for every student in the new school year.

Enrollment Demographics

Student Personal Indicators:

- Alternative Education
- Free/Reduced Lunch
- Economic Disadvantage
- Homeless

- English Learner (EL)
- Bilingual
- Immigrant
- Migrant
- Gifted & Talented (GT)
- Indian Education
- Special Education
- Section 504

Student Participation

Required for reporting and funding.

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The student personal indicators will be requested by WAVE for the transition SY2025. However, all reports and funding channels will come from student participation records for SY2025. SDE will no longer request the student personal indicators from your SIS vendor for SY2026. However, that does not mean they can't continue to exist in your SIS if you find it useful to your district for internal purposes.

Student participation records will fall into two categories.

- **Annual Participation**: Programs in which student must have a new participation record each year as displayed on the left of the slide.
- **Multi-Year Participation**: Programs in which student most likely will participate in for an extended period of time, spanning more than one year. Review the list on the right of the slide.

Detailed rules and training for Student Participation will be provided in a separate training.

Membership Type

There are 3 types of membership: home, concurrent, and summer. The Basis of Admission codes listed below are considered "concurrent."

- Border-R
- CHSP
- COOP
- COOPVOFF
- COOPVON

- NRISP
- RBD
- RBDTD
- RISP
- TO

Code Table SIF 2.7 & 4.3 document, table 3.16.33.b

Grade Levels

- IT: Infant/toddler
- PR: Preschool (3 yr)

- PK: Prekindergarten (4 yr)
- 13: Grade 13 (OAAP)

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All students must have a home membership type associated with their official school of record that reports students to the state. Student's may have a concurrent enrollment if they are receiving services from another school, even for internal purposes. The code definitions are provided in the Code Table document and will be available in the notes of this presentation. The definitions of the basis of admission codes will help you determine the correct membership type.

Two new grade levels will help for 3-year-olds receiving services in your school and with OAAP students returning after the completion of their 12th grade year.

Code List:

- BORDER-NR: This student is a resident of a bordering state. The district will not receive any state aid for membership or attendance for this student and will not receive any state-funded weights.
- CHSP: The charter sponsor student is reported by the sponsor district. The Basis of Admission code is for tracking purposes only by the sponsoring district. The student is also reported by the charter directly using a different Basis of Admission code.
- COOP: Student who is NOT a virtual student as defined by law. This student is not included in state or federal reporting This code is used at the receiving district.

Code List:

- COOPVOFF: Co-op student who is attending a virtual online school OFF campus (This student is a virtual student as defined by law) Any student enrollment with this code will not be used for any report.
- COOPVON: Co-op student who is attending a virtual online school ON campus (This student IS a virtual student as defined by law) Any student enrollment with this code will not be used for any report.
- NRISP: A Non-resident dtudent who is being served by a district of which the student is NOT a resident on an Individualized Service Plan (ISP). The district DOES NOT receive state aid for this student.
- RBD: This student attends the School for the Deaf or School for the Blind. This student boards at the School for the Deaf and School for the Blind during the week.
- RBDTD: This student attends the School for the Deaf or School for the Blind. This student is transported daily to and from the School for the Deaf or School for the Blind. Only transportation and special education weights will be counted for this student.
- RISP: Resident Student who is being served by the district on an Individualized Service Plan (ISP). The district DOES NOT receive state aid membership, transportation, or attendance funding for this student. Example: A student receiving speech services but attends a private school.
- TO: Transportation Only. This student is only tracked because the district will receive transportation only funding for this student. The student is not educated by this district, but they are transported by this district. This student would not appear on any report for this district with the exception of the First Quarter and Annual Statistical Report for the purpose of reporting Transportation only.

Exit Dates

Exit codes and end dates are required in the ASR for the exit reasons shown at the right.

- Graduate
- Withdrawal
- Dropout

Graduation Part-time

- Returning 12th Grader – enrolling with full schedule in new school year
- Returning Part time – enrolling part time to complete missing courses in the new school year
- Summer Graduate – complete missing requirements before new SY begins

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Exit dates must be provided and certified in the ASR report for students who have graduated, withdrawn anytime during the school year, or have dropped out anytime during the school year. Failure to provide exit codes and dates for these student will impact the graduation and drop out report in Accountability. DVRs are only accepted for summer graduation and exits.

Exit dates for students who have completed the school year and are expected to return at the start of the next school year may have exit codes and dates entered before the WAVE comes back online in July.

Students who are returning in the new school year, and will carry a full schedule, will be repeating their 12th grade year, in other words, retained. Enroll them as you would any student. They will be included in all state reporting. They may graduate at the end of the semester if graduation requirements have been met. These students will have an updated expected school year of graduation. The graduation date is the date on which graduation requirements have been met. Their on-time graduation cohort does not change.

Students returning in the new school year to complete missing courses on a part time basis, in your school, and do not have a full schedule of courses are entered in the SIS with a basis of admission of ACEPT and are reported in the Graduation Part-time report for funding.

Students who complete graduation during the summer, before the new school year begins, are not enrolled in the new school year. The end of school enrollment record from the previous year should be updated to show their correct graduation date and graduation status. A DVR will need to be created in Accountability for students who graduate during the summer. Summer graduates are not reported on the Graduation Part-time report.

Students who complete graduation requirement before October 1 will remain in their On-time Cohort and are considered graduating on time.

New Promotion - Retention Status

Code	Definition
PromSY	Student has advanced to the next grade level during the given school year.
Dem	Student has been reassigned to the grade level below during the given school year.
PromESY	Student has advanced to the next grade at the end of the given school year.
RetESY	Student has been retained in the same grade level below at the end of the given school year.

Code Table SIF 2.7 & 4.3 document, table 3.16.33.k

Non-Promotion Reason

Code	Definition
FailedTestingRequirements	Failed to meet testing requirements is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
Illness	Illness is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
Immaturity	Immaturity is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
InadequatePerformance	Inadequate performance is the primary reason why a staff member determined that a student should not be promoted (or be demoted).
InsufficientCredits	Insufficient credits is the primary reason why a staff member determined that a student should not be promoted (or be demoted).

Code Table SIF 2.7 & 4.3 document, table 3.16.33.l

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The enrollment record should indicate the promotion status, which is the action that is taking place, at the end of the year. If the action is "retained" in the same grade level at the end of the year, a non-promotion reason needs to be provided.

The non-promotion reason defines why the student is retained.

The collection of promotion and retention status for students will provide data needed to prepopulate the Annual Needs Assessment Report, relieving the burden of manual entry of required data for districts.

Exit Codes

Familiar exit codes have a leading 0. New codes are 5 digits in length with no leading 0.

|	
03505	The student was exited from membership in the educational institution for administrative or system requirements and will be reenrolled in the same educational institution with a new Enrollment Entry Date.
73064	The student exited from membership in the educational institution due to death.
73065	The student exited from membership in the educational institution and is permanently incapacitated.
73062	The student is expected to return to the same school at the beginning of the next school year.
73063	The student exited from membership in the educational institution and transferred to a charter school in a different state.
09999	OSDE does not expect to receive code 9999. This code is reserved for emergency legislative updates or mid-year policy changes and is not valid for any other reason. If you cannot find a code for a scenario, please call OSDE.

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Many of the exit codes have remained the same with a leading 0. However, there are a few differences you need to be aware of for SY2025. The codes highlighted all previously required an ExitType_OtherCode that is no longer necessary.

- Exit Code 3505 will only be used for administrative purposes or status changes with no interruption at the same school.
- Exit Code 73062 will be used as end of the school year with an expectation to return for the new school year.
- Exit Code 1923 is replaced by 73064 and 73065

No students should have an exit code of 09999. Do not prepopulate enrollment records with this code. Use the end of the year process in your SIS to close enrollment records for students who have completed the year.
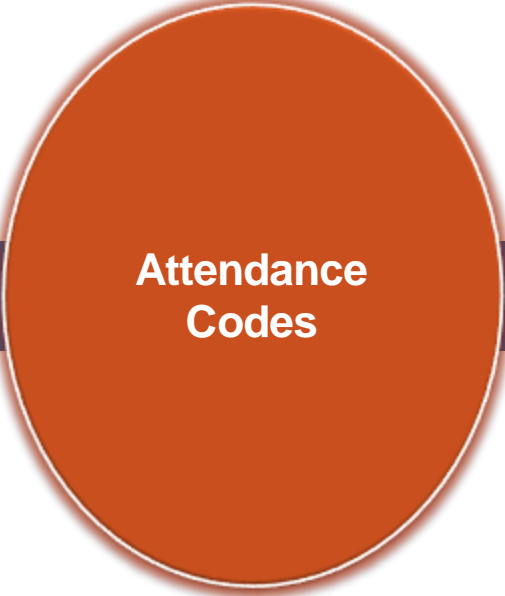
Attendance Codes

Updates

Attendance

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In-School Suspension

In school suspension is a Discipline Incident Action. New for SY2025, OSDE will expect an attendance code:

- ISS Attendance Code: ISS
- Attendance Type: Present
- Attendance Status: Excused

Out of School Suspension

Out school suspension is a Discipline Incident Action. OSDE expects an attendance code:

- Attendance Code: OSS
- Attendance Type: Absent
- Attendance Status: Excused

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New for SY2025 is the addition of using attendance codes to help track the duration days for students assigned to in-school suspension. The data element is used in several state and federal reports. You may already have this practice in your SIS for internal purposes but now the state is requiring the attendance code to be send to WAVE.

Attendance reporting for suspended students has not changed.

Correct reporting of ISS and OSS attendance will allow
SDE to prepopulate state and federal report such as the
District Annual Needs Assessment, OKMTSS Early
Warning System, and the CRDC.

DVAP Attendance

Students who are temporarily in a distance learning environment will use the DVAP code.

- Attendance Code: DVAP
- Attendance Type: **Present**
- Attendance Status: Excused
- Description: Distance Learning Present

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The DVAP attendance code is not new however, many school are still sending the code as an absent type. It has been required for several years to be provided as a PRESENT absence type.

Traditional or DVA absence codes can be used when students are distance learning but absent.

DVAP Guidance

Distance learning is a method of education that is designed to keep students engaged in learning when a prolonged absence is expected. Distance Learning is a **temporary** change in placement from the student's scheduled classes in which the student will return after distance learning.

Examples of a prolonged absence might include a broken leg, recovering from surgery, travel for death in the family, travel for competitive sports, or other similar activity that the school does not sponsor. Student instruction and learning should be comparable to instruction and learning in the classroom. Distance learning is only an option when a student is able to participate in learning and meet the district's board-approved policy, or back to learning plan for distance learning attendance. Sick students are not participating in learning. **Distance learning is not intended to replace or do away with typical absences**.

Guidelines: Qualified absences to exceed 4 days but no longer than 3 weeks with administrative approval.

OKLAHOMA Education

Student level guidance for distance learning has no impact on school wide distance learning days which are coded as such on the school calendar days and reported in the Days to Hours Report.

Stayed plugged in, don't get left out!