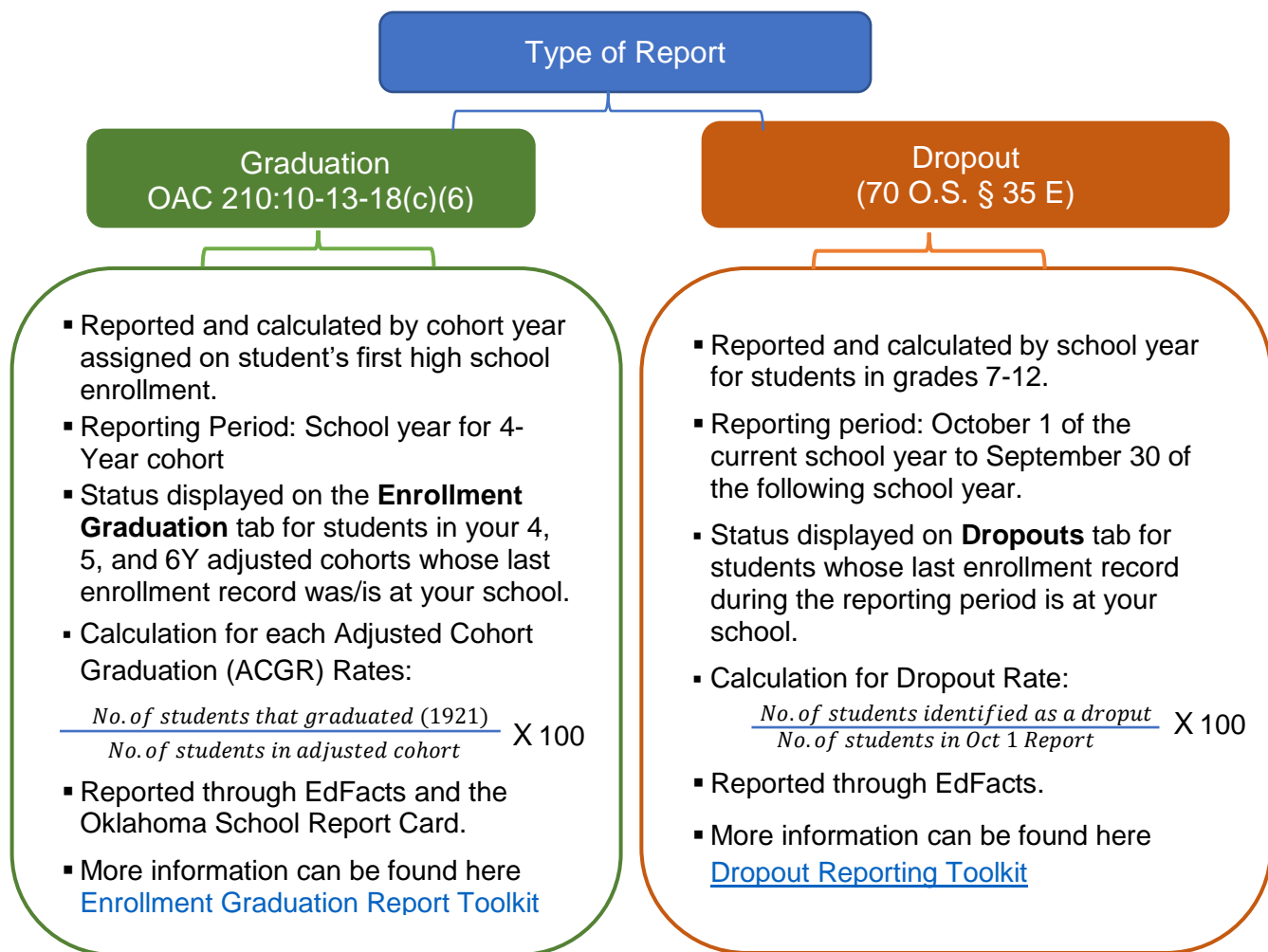


# Annual Statistical Report (ASR) Exit Codes and Exit Dates Guidance



Data displayed on both the Enrollment Graduation and Dropout tabs in the Accountability Reporting application are populated using enrollment data submitted to The Wave via your local Student Information System (SIS). **Beginning next year, OSDE will utilize exit codes certified through the ASR to determine each student's end-of-year status.** This will streamline later reporting processes for school officials, as these certified data will be used for both the Dropout and Enrollment Graduation DVR reports. Therefore, we ask that you update [exit codes](#) and dates in your local SIS for students who:

- Graduated with a diploma (1921);
  - Left before the last day of your school calendar (i.e., parent withdrew student);
  - Left before the last day of school and show an exit code of 9999 on the **Enrollments** tab.
- NOTE:** Students that complete the school year and have a blank, Null or 9999 exit code will be automatically updated to 3505 to show that they finished the year.

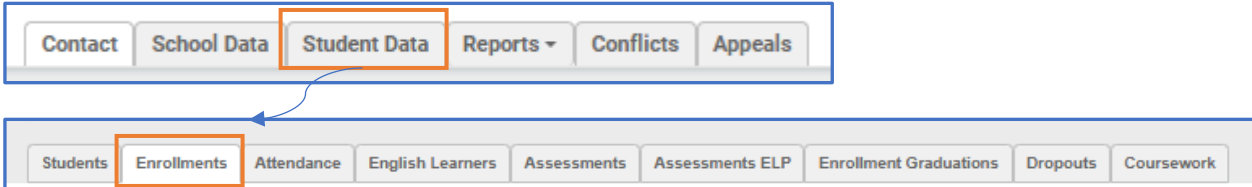
**Because the ASR window serves as the data verification review (DVR) process for exit related data for SY 2021-2022,** it is imperative that you [confirm that your updates](#) are being displayed on the **Enrollments** tab in the Accountability Reporting application. **Requests for changes to a student's exit codes and/or dates will not be considered except in instances where the student's exit status changed after the last day of school (e.g., you receive a records request during the summer).**

## Confirming Exit Codes in Accountability Reporting

Log into your Single Sign-On account and choose **Accountability Reporting**.



From Accountability Reporting go to **Student Data** and then choose **Enrollments**



Data displayed on the **Enrollments** tab shows all the students who have or have had an enrollment at your site for SY 2022.

✓ **Check for students with a 9999 exit code who left before the last day of school**

| Grade Level | Entry Date | Entry Code | Entry Other Code | Exit Date  | Exit Code | Exit Other Code | Membership Type |
|-------------|------------|------------|------------------|------------|-----------|-----------------|-----------------|
| 12          | 2021-08-12 | 1835       | R                | 2022-02-17 | 9999      | NA              | Home            |
| 12          | 2021-08-12 | 1835       | R                | 2022-02-17 | 9999      | NA              | Home            |

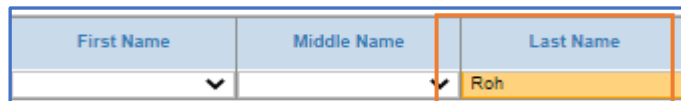
- Use the **Exit Code** filter to identify students with a 9999-Exit Code
- Work with your vendor to make sure that your [exit codes](#) are mapped correctly as this is not a valid code.

✓ **Confirming students who graduated with a diploma**

| Grade Level | Entry Date | Entry Code | Entry Other Code | Exit Date  | Exit Code | Exit Other Code | Membership Type |
|-------------|------------|------------|------------------|------------|-----------|-----------------|-----------------|
| 12          |            |            |                  |            | 1921      |                 |                 |
| 12          | 2022-04-18 | 1835       | R                | 2022-04-20 | 1921      | HS3             | Home            |
| 12          | 2021-09-07 | 1835       | RVOFF            | 2022-04-27 | 1921      | HS4             | Home            |

- Use the **Grade Level** filter to show students in grade 12;
- Check that students who graduated with a diploma have an **Exit Date** and that the **Exit Code** shows 1921.
- If they do not, work with your vendor to ensure that [exit codes](#) in your local SIS are mapped correctly.

✓ **Confirming students who exited before the last day of school**



- Use the **Last Name** search feature to type in the student's last name and find their student enrollment record;
- Check that the student's **Exit Date** and **Exit Code** reflect their status when they exited your site (e.g., you receive a records request from a school in another state- exit code should show as 1909)

## Exit Codes

Please work with your vendor to ensure that exit codes in your local SIS for students that graduated or left your district before the end of the school year are mapping to the exit codes shown in the table. Pursuant to federal law and OAC 210:35-3-47, exit codes highlighted in yellow require that the site maintain documentation (**e.g., withdrawal forms, records requests from the receiving school, letters from foreign exchange programs, military records, obituaries**) for a minimum of five years (70 O.S. § 24-114) after a student exits the school.

| Exit Code | SIF Description from Wave Requirements   |
|-----------|--|
| 1907      | Student is in a different public school in the same local education agency             |
| 1908      | Transferred to a public school in a different local education agency in the same state |
| 1909      | Transferred to a public school in a different state                                    |
| 1910      | Transferred to a private, non-religiously affiliated school in the same LEA            |
| 1911      | Transferred to a private, non-religiously affiliated school in a different LEA         |
| 1912      | Transferred to a private, non-religiously affiliated school in a different state       |
| 1913      | Transferred to a private, religiously- affiliated school in the same LEA               |
| 1914      | Transferred to a private, religiously- affiliated school in a different LEA            |
| 1915      | Transferred to a private, religiously- affiliated school in a different state          |
| 1916      | Transferred to a school outside of the country   |
| 1917      | Transferred to an institution  |
| 1918      | Transferred to home schooling  |
| 1919      | Transferred to a charter school  |
| 1921      | Graduated with regular diploma   |
| 1922      | Completed school with other credentials  |
| 1923      | Died or is permanently incapacitated   |
| 1924      | Withdrawn due to illness   |
| 1925      | Expelled or involuntarily withdrawn  |
| 1926      | Reached maximum age for services   |
| 1927      | Discontinued schooling   |
| 1928      | Completed grade 12, but did not meet all graduation requirements                       |
| 1930      | Enrolled in a postsecondary early admission program, eligible to return                |
| 1931      | Not enrolled, unknown status   |
| 3500      | Enrolled in an adult education or training program                                     |
| 3501      | Completed a state-recognized vocational education program                              |
| 3502      | Not enrolled, eligible to return   |
| 3503      | Enrolled in a foreign exchange program, eligible to return                             |
| 3504      | Withdrawn from school, under the age for compulsory attendance; eligible to return     |
| 3505      | Exited- used when modifying a student's record   |
| 3508      | Student is in a charter school managed by the same local education agency              |
| 3509      | Completed with a state-recognized equivalency certificate (example G.E.D.)             |

For questions regarding ASR data, please contact State Aid at (405) 521-3460 or via email at [State.Aid@sde.ok.gov](mailto:State.Aid@sde.ok.gov).

For questions about accountability reporting, please email [Accountability@sde.ok.gov](mailto:Accountability@sde.ok.gov).

For questions about working with your vendor to map exit codes, please email, [StudentDataInfo@sde.ok.gov](mailto:StudentDataInfo@sde.ok.gov)