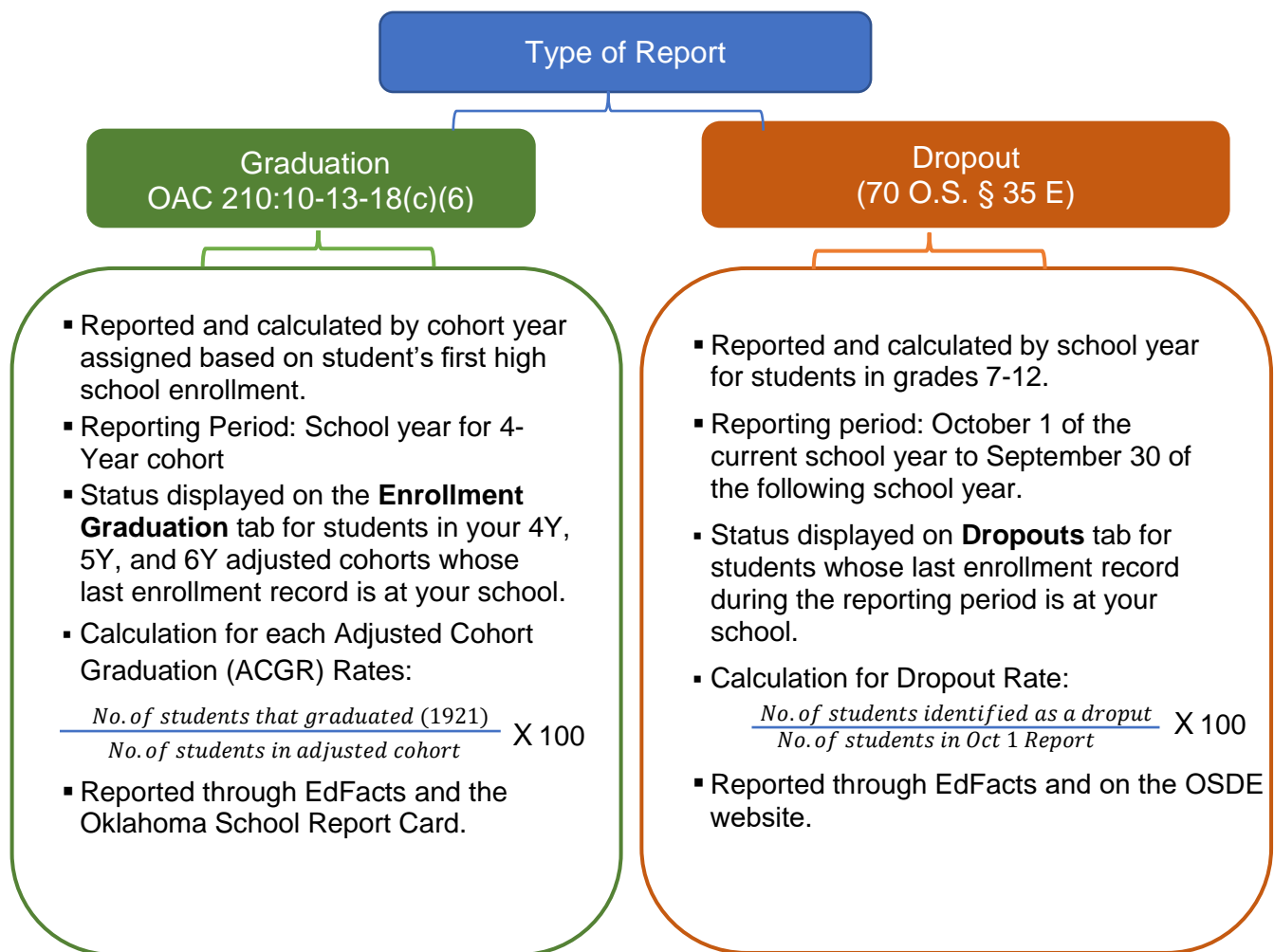


Annual Statistical Report (ASR) Exit Codes and Exit Dates Guidance



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). **OSDE utilizes exit codes certified through the ASR to determine each student's end-of-year status for both Dropout and Graduation reporting.** 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); or
 - 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 treated as equivalent to 3505.

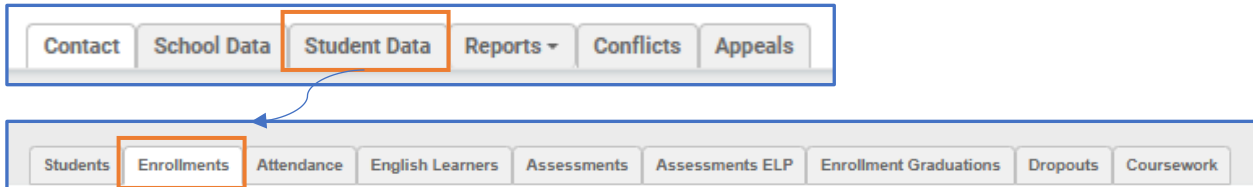
Because the ASR window serves as the data verification review (DVR) process for exit related data for SY 2022-2023, it is imperative that you [confirm your updates](#) are being displayed on the **Enrollments** tab in the Accountability Reporting application. **Requests for changes to students' exit 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**.



In 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 the selected school year.

✓ **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

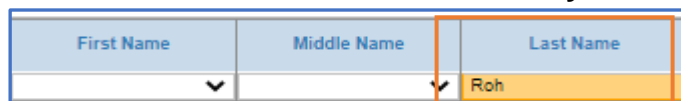
- Use the **Exit Code** filter to identify students with a 9999-Exit Code
- Work with your vendor to make sure that your [exit codes](#) are mapped correctly as this is not a valid code.

✓ **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.

For questions about accountability reporting, please email Accountability@sde.ok.gov.

For questions about working with your vendor to map exit codes, please email, StudentDataInfo@sde.ok.gov