

Migrant TSDL

Beginning the 2018-19 school year CEPI made the decision to separate the TSDL Collection into two submissions. One collection is the Migrant TSDL and the second collection is the General TSDL. This document will cover how to properly code and extract students who belong in the Migrant TSDL.

The Migrant Collection is an ongoing collection which you are able to report students year-long. ***Districts with migrant-eligible students must submit course data within 10 days of the student enrolling in the district and within 10 days of the student exiting the district.***

Overview\Steps:

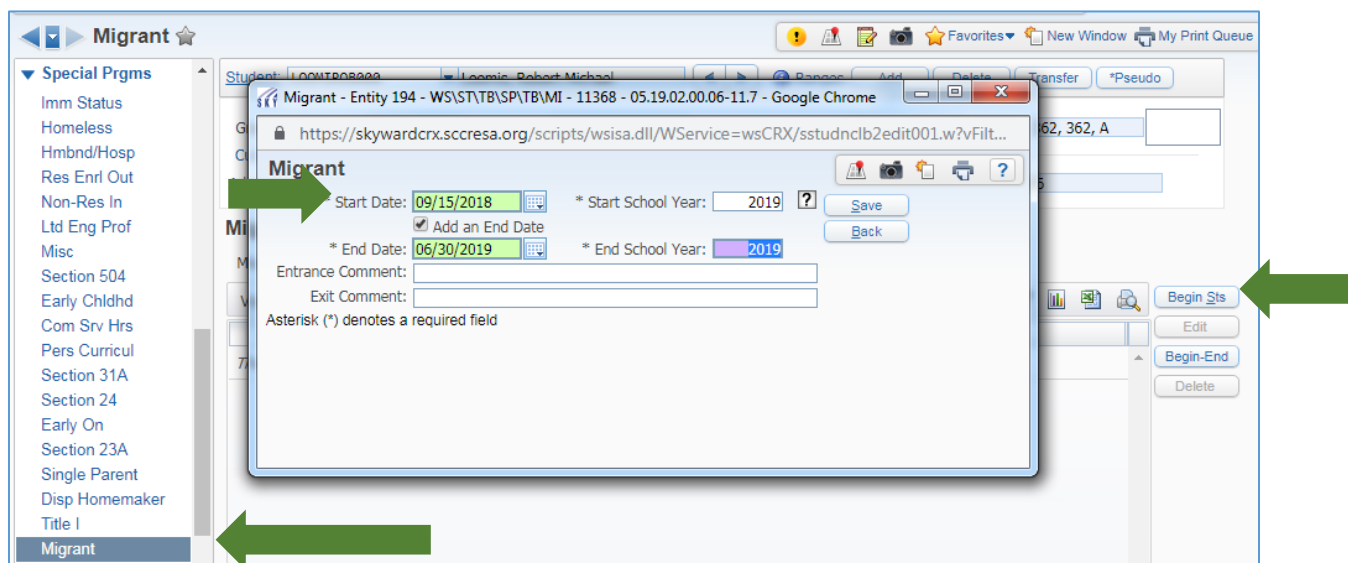
1. Ensure students are coded properly as related to Migrant Education
2. Create the TSDL extract pulling only the students in the selected migrant population

Step 1: Coding Migrant Education Participants

A student who enrolls in your district, but is identified as a migrant pupil for reporting purposes.

Skyward location: [Student Management](#)→[Student Profile](#)→[SPECIAL PRGMS](#)→[Migrant – Include: Start and End Dates \(WS/ST/TB/SP/TB/MI\)](#)

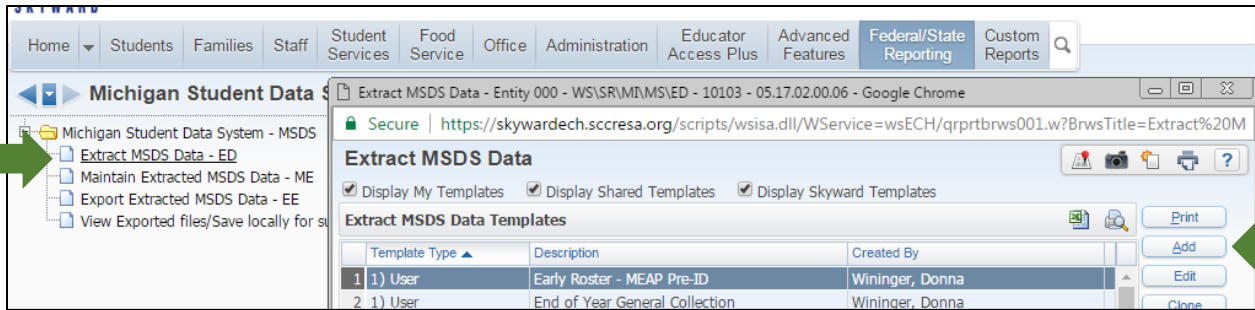
The **start** and **end** dates must be within the current school year for the student to be pulled for the current year TSDL submission.



Step 2: Create the TSDL extract pulling only the students in the selected migrant population [WS\SR\MI\MS\ED]

Go to *Federal State Report* tab, click **Extract MSDS Data** - [WS\SR\MI\MS\ED]

Click on **Add** to create an extract

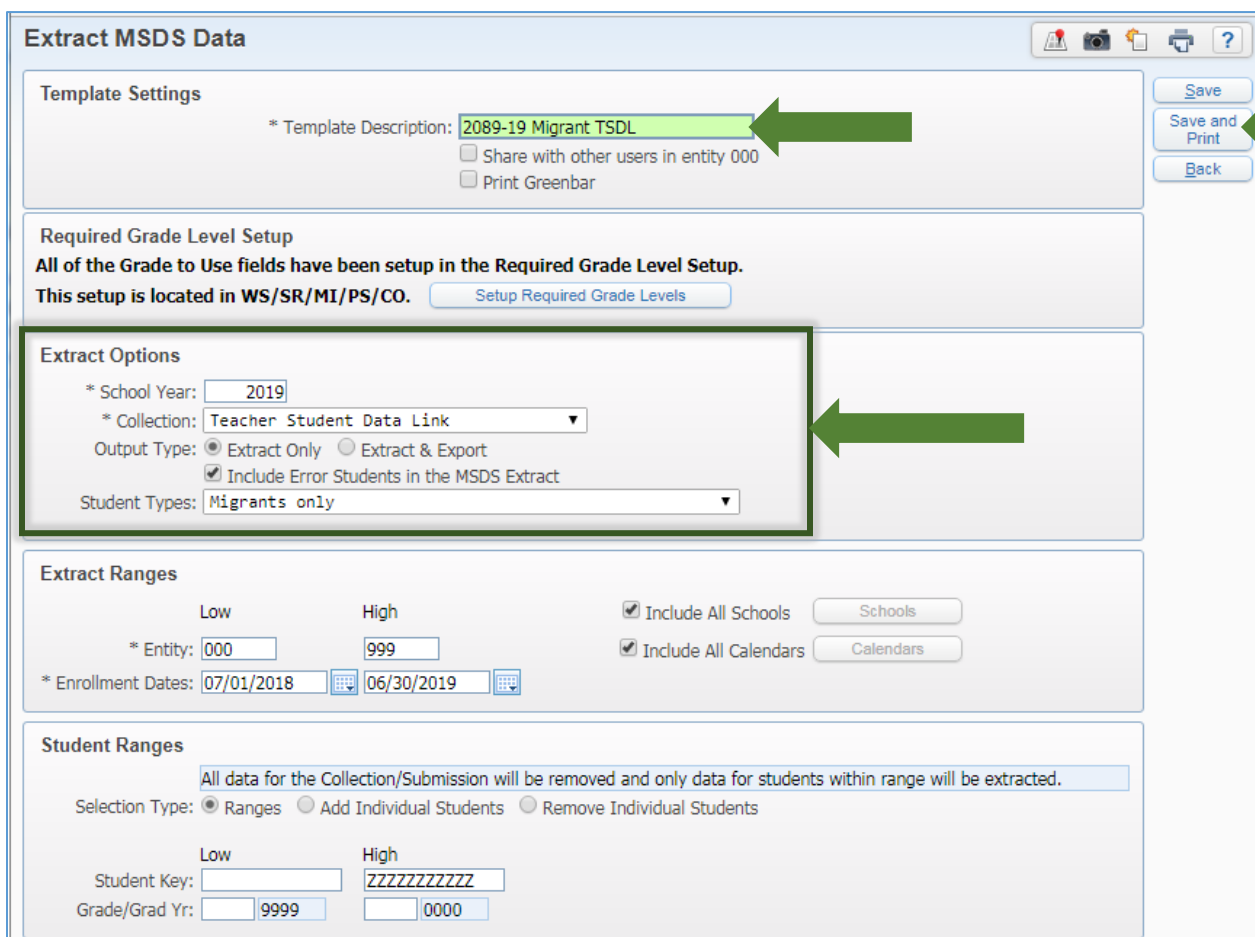


Name the template

Select *Collection*: Teacher Student Data Link

Select the *Output Type*: Make sure to *Include Error Students in the MSDS Extract*

Select the *Student Types*: *Migrants only*



Click on *Save and Print* button to generate the TSDL file, check for errors identified in the extract, correct any issues either in the student record or the maintain area. If corrected in the maintain area, Export the Extracted MSDS Data. If corrected in the students record create a new extract. View the exported file, save to desired location, then upload to CEPI. Continue process as in the past to export and upload to CEPI.