COLORADO
Department of Education

# 2026-2027 Student Interchange—Adjustment File

## Purpose:

Adjust Anticipated Year of Graduation (AYG) cohort membership in the event that a Local Education Agency (LEA) has received notification that a student who was reported as not exiting, dropout, expulsion or HSED Transfer during a previous reporting period (prior school year) is completing their education or has completed their education through another education agency. Adjustments can only be made for students who were reported as not exiting, dropouts, expulsions, or HSED Transfers from a school administered by the reporting LEA. Adjustment codes may only be used for 7th-12th graders.

## Important:

**Adjustment records are only utilized as part of the Student End of Year data collection.**

## Dependencies:

Student has an assigned SASID and up to date RITS record.

Student's final Student End of Year record **in a prior year** indicated the student remained in the LEA's AYG cohort due to not exiting, dropout, expelled, or HSED transfer. (School exit types 00, 40, 50, 70, 18, 19, 21, 26, 30, 31)

Student did not attend the LEA in the current year and does not have a record in the current year Student Demographic or Student School Association file.

## Record Expectation:

The LEA should submit 1 record per student per LEA for any student whose exit type from a prior year needs to be adjusted.

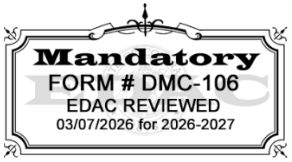
## Use Summary:

Fields from this file are used in the following CDE Collections, which require LEA/AU effort: Student End of Year

## File Notes:

- Changes compared to the prior year are emphasized with yellow shading.
- *Indicates primary key
- **Zero fill all non-applicable data fields**
- A header row is required for .csv and .xlsx files

*All references to Local Education Agency (LEA) include district, BOCES, and CSI.*



## Data Field List:

| Name of Field | Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Example(s) | Remarks |
|---|---|---|---|---|---|---|---|
| *School District/BOCES Code | 4 | 1 | 4 | 1 | A2 | 0000 | |
| *Student's State ID (SASID) | 10 | 5 | 14 | 2 | B2 | 0000000000 | |
| Student's First Name | 30 | 15 | 44 | 3 | C2 | Valid name | |
| Student's Last Name | 30 | 45 | 74 | 4 | D2 | Valid name | |
| Student's Gender | 2 | 75 | 76 | 5 | E2 | 01 | |
| Student's Date of Birth | 8 | 77 | 84 | 6 | F2 | 12312013 | Format is MMDDYYYY |
| Adjustment Justification Code | 2 | 85 | 86 | 7 | G2 | 00 | |
| Adjustment School Code | 4 | 87 | 90 | 8 | H2 | 0000 | |
| Adjustment School Year | 4 | 91 | 94 | 9 | I2 | 2017 | The adjustment year must match the last four digits of the school year in the School Exit Date for the School Exit Type being adjusted. |

## Retired Data Fields/Codes

### Data Fields Retired:

None

### Codes Retired:

None

# Data Field Descriptions:

## School District/BOCES Code

A unique code assigned to a district by CDE. Refer to the Data Pipeline Frequently Requested Codes and Resources to review the School District/BOCES Code list.

## Student's State ID (SASID)

A **unique** ten-digit number must be assigned to each student by CDE.

## Student's First Name

A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.

## Student's Last Name

The name borne in common by members of a family.

## Student's Gender

An individual's sex.

| Code | Description |
|---|---|
| **01** | **Female** – identified as female (including a transgender student who identifies exclusively as female) |
| **02** | **Male** – identifies as male (including a transgender student who identifies exclusively as male) |
| **03** | **Nonbinary** – does not identify as male or female. Nonbinary does not refer to a transgender student who identifies exclusively as either male or female |

## Student's Date of Birth

The month, day, and year in which an individual was born (i.e., 03131985).

## Adjustments to Anticipated Year of Graduation (AYG) Cohort Membership Base or Beginning Counts

If an LEA has received notification that a student who was reported as not exiting, dropout, expulsion or HSED during a previous reporting period (prior school year) is completing their education or has completed their education through another education agency, a graduation cohort membership base adjustment can be made. Adjustments can only be made for students who were

reported as not exiting, dropouts, expulsions, or HSED Transfers from a school administered by the reporting LEA Transfer (prior year school exit type 00, 40, 50, 70, 18, 19, 21, 26, 30, 31). Adjustment codes may only be used for 7th-12th graders.

**Note: Do not create an adjustment record if the student attended a school within the reporting LEA at any point during the current school year**.

## Adjustment Justification Code

Indicates the reason an adjustment is needed based upon the notification regarding the student's updated educational circumstances received by the LEA last attended by the student. LEA must maintain documentation of the adjustment circumstances.

**Note: Adjustment Justification Codes correlate to the final school exit type for the student in the prior school year being adjusted.**

| Code | Description |
|---|---|
| **00** | **Not Applicable – No Adjustment** |
| **40** | **Dropout Adjustment: No Documentation of Reenrollment**<br>Student was reported as not exiting (school exit type 00) during the prior year Student End of Year collection, did not re-enroll in the current school year, and the LEA did not receive request for transcripts (adequate documentation) from another LEA or state or other official notification that student is enrolled in an educational program not administered by reporting LEA (i.e. participating in home study program, HSED program, nonpublic school program, etc.).<br>**Note:** Student will remain in the AYG cohort and be counted as a dropout. |
| **41** | **Dropout Adjustment: Request for transcripts received**<br>Student was reported as a dropout (school exit type 40) or not exiting (school exit type 00) in a prior school year, but the LEA receives request for transcripts from another LEA or state or other official notification that student is enrolled in an educational program not administered by reporting LEA (i.e. participating in home study program, HSED program, nonpublic school program, etc.) in the current school year.<br>**Notes:**<br>• Student will be removed from the AYG cohort.<br>• Adjustment Justification Code 41 may also be used if LEA receives request for transcripts for students reported in a prior year as school exit type 18 (transfer to Career and Technical Education Program), school exit type 19 (Transfer to Licensed Eligible Facility School or State Operated Program), school exit type 21 (Transfer to facility operated by the Colorado Department of Corrections), school exit type 26 (transfer to a detention center out of LEA), school exit type 30 (illness/injury), or school exit type 31 (transfer to a HS diploma program at a Community College). |

| Code | Description |
|---|---|
| **42** | **Dropout Adjustment: Student received HSED from an educational program not administered by reporting LEA**<br>Student was reported as a dropout (exit type 40) in a prior year but appeared on the HSED recipient list maintained by CDE, OR LEA has received other notification of HSED completion in the current year.<br>**Notes:**<br>• Student will be counted as a HSED recipient (completer) for their AYG's completion rate.<br>• Adjustment Justification Code 42 may also be used if LEA receives notification student received their HSED for students reported in a prior year exit type 18 (transfer to Career and Technical Education Program), exit type 19 (Transfer to Licensed Eligible Facility School or State Operated Program), exit type 21 (Transfer to facility operated by the Colorado Department of Corrections), exit type 26 (transfer to a detention center out of LEA), school exit type 30 (illness/injury), or school exit type 31 (transfer to a HS diploma program at a Community College). |
| **51** | **Expulsion Adjustment: Request for transcripts received**<br>Student was reported as an expulsion (school exit type 50) in a prior year, but LEA received request for transcripts from another LEA or state or other official notification that student is enrolled in an educational program not administered by reporting LEA (i.e. participating in home study program, HSED program, nonpublic school program, etc.).<br>**Note:** Student will be removed from the AYG cohort. |
| **52** | **Expulsion Adjustment: Student received HSED from an educational program not administered by reporting LEA**<br>Student was reported as an expulsion (school exit type 50) in a prior year but appeared on the HSED recipient list maintained by CDE, OR LEA has now received other notification of HSED completion in the current year.<br>**Note:** Student will be counted as a HSED recipient (completer) for their AYG's completion rate. |
| **71** | **HSED Program Enrollee Adjustment: Request for transcripts received**<br>Student was reported as transferring to an external HSED program (school exit type 70) in a prior year, but LEA received request for transcripts from another LEA or other official notification that student is enrolled in an educational program not administered by the reporting LEA.<br>**Note:** Student will be removed from the AYG cohort. |
| **77** | **HSED Program Enrollee Adjustment: Student received HSED from an educational program not administered by reporting LEA**<br>Student was reported as transferring to an external HSED program (school exit type 70) in a prior year but appeared on the HSED recipient list maintained by CDE, OR LEA has received other notification of HSED completion.<br>**Note:** Student will be counted as a HSED recipient (completer) for their AYG's completion rate. |

| Code | Description |
|---|---|
| **90** | **Misreported Graduate Adjustment: Misreported Graduate**<br>Student was reported as not exiting (school exit type 00) in the prior year, but the LEA awarded the student a regular diploma without them attending school during the current school year.<br>**Example:** Student who graduated over the summer before the August 31st deadline but was miscoded as retained and not exiting.<br>**Notes:**<br>• Student will be counted as a graduate for their AYG's graduation rate.<br>• Students with an AYG of 2021 and beyond must have corresponding reported graduation guidelines measures when indicating a student as a misreported graduate. Visit the Graduation Guidelines Page for more information regarding Colorado's Graduation Guidelines. |
| **96** | **Misreported Graduate Adjustment: Misreported Graduate of Postsecondary Program**<br>Student was reported as not exiting (school exit type 00) in the prior year, but the student completed a Postsecondary Program (i.e., ASCENT/ PTECH/TREP) and was awarded a regular diploma without them attending school during the current school year.<br>**Example:** Student who graduated and completed a postsecondary program (i.e., ASCENT/PTECH/TREP) over the summer before the August 31st deadline but was miscoded as retained and not exiting.<br>**Notes:**<br>• Student will be counted as a graduate for their AYG's graduation rate.<br>• Students with an AYG of 2021 and beyond must have corresponding reported graduation guidelines measures when indicating a student as a misreported graduate. Visit the Graduation Guidelines Page for more information regarding Colorado's Graduation Guidelines. |

## Adjustment School Code

The four-digit code for the school the student last attended in a prior year. Refer to the Data Pipeline Frequently Requested Codes and Resources to review the school code list.

## Adjustment School Year

The adjustment school year must match the last four digits (spring semester) of the prior school year in the School Exit Date for the School Exit Type being adjusted. The adjustment year cannot be in the currently reported school year.

**Examples:**

- **An adjustment being made for a student with a school exit withdraw date of 12/10/2020 would use adjustment school year 2021.**
- **An adjustment being made for a student with a school exit withdraw date of 03/31/2021 would also use adjustment school year 2021.**

## Document Changes:

| Collection Year | Type of Change | Description of Change | Reason for Change | Element(s) Affected |
|---|---|---|---|---|
| 2026-2027 | Text | Clarification statement added to dependencies | Adjustment records are only utilized when a student did not attend in the current year to adjust the final school exit type in a prior year. This implies no student demographic or student school association record exists in the current year. Added this statement to the dependency section to support file use expectation. | Dependencies |
| 2026-2027 | Text | Added school exit type 31 in a prior year as an allowable use of codes 41 and 42 | School exit type 31 was added to the student interchange in 2025-2026 as a school exit type that remains in the AYG cohort. Beginning in 2026-2027, it is possible for a student with school exit type 31 in a prior year to need an adjustment in the current year. | Adjustment Justification Code |
| 2025-2026 | Text | Updated Language | Clarification of prior year school exit types eligible for an adjustment and clarification of specific adjustment justification code usage | Purpose/Dependencies, Adjustment Justification Code |
| 2024-2025 | Text | Updated file format | Document accessibility | Heading structure of file layout |
| 2023-2024 | Text | Updated language | Improve clarity regarding adjustment records and outcomes from utilizing adjustment records | Adjustment Justification Code, Adjustment School Year, Adjustment School Code |
| 2023-2024 | Text | Updated language | Align adjustment justification code 90 & 96 language to SSA exit type 90 & 96 language | Adjustment Justification Code |
| 2022-2023 | Text | Updated language | Clarification of adjustment justification code 96 to include all possible postsecondary programs | Adjustment Justification Code |

| Collection Year | Type of Change | Description of Change | Reason for Change | Element(s) Affected |
|---|---|---|---|---|
| 2022-2023 | Text | Updated language | Clarification | Adjustment School Year |
| 2021-2022 | None | No Changes | No Changes | No Changes |
| 2020-2021 | Code | ASCENT adjustment added | ASCENT program | Adjustment Justification Code |
| 2019-2020 | Text | Clarify adjustment year definition | Clarification | Adjustment School Year |
| 2018-2019 | None | No Changes | No Changes | No Changes |
| 2017-2018 | Code | Add 40 and 90 adjustment codes | Add additional functionality to adjustment file so districts can adjust students previously reported as not exiting.<br>Terminology change of GED to HSED | Adjustment Justification Codes, Adjustment School Code, Adjustment School Year descriptions |
| 2016-2017 | None | No Changes | No Changes | No Changes |
| 2015-2016 | None | No Changes | No Changes | No Changes |
| 2014-2015 | Text | Updated adjustment record expectation | Correct definition | Header – Record Expectation |
| 2013-2014 | New | New File | New File | New File |