

California Community Colleges
Management Information System
Data Element Dictionary

Student CalWORKs Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SC01	CALWORKS-ELIGIBILITY-STATUS	X(01)
<p>This element indicates whether the student is an eligible participant who was provided services through the community college's CalWORKs program.</p> <p>To be eligible for the community college's CalWORKs funded services, a student must have their eligibility for services verified by the local County Welfare Department.</p> <p>In order to report a student as being served through the community college's CalWORKs program, the college must, at a minimum, provide initial intake and eligibility determination and:</p> <ol style="list-style-type: none"> 1. Determine the student is eligible for services in each subsequent term and, 2. In the student's file, document their initial and ongoing eligibility. 		

Coding	Meaning
Self-Initiated Program Participant	
1	Received services through the community college's CalWORKs program as a Self-Initiated Program (SIP) Participant.
Self-Referred Program Participant	
2	Received services through the community college's CalWORKs program as a Self-Referred Program Participant.
County-Referred Program Participant	
3	Received services through the community college's CalWORKs program as a County-Referred Program Participant.
Exempt Program Participant	
4	Received services through the community college's CalWORKs program as an Exempt Program Participant.
Post-Employment Program Participant	
6	Received services through the community college's CalWORKs program as a Post-Employment Program Participant.

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Processing Edits	
<p>For information on CalWORKs student eligibility criteria, please refer to the Chancellor's Office CalWORKs Program Handbook.</p> <p>Use code 1 if the student is a TANF/cash aid recipient and is attending the community college as a Self-Initiated Program Participant (SIP) and is, or will be, in the process of obtaining an approved Welfare-to-Work (WTW) plan through their county welfare office. Refer to the California Department of Social Services "All County Letter 99-32" for additional information on SIP criteria.</p> <p>Use code 2 if the student is a TANF/cash aid recipient and is attending the community college on his or her own accord and is, or will be, in the process of obtaining an approved Welfare-to-Work plan through their county welfare office.</p> <p>Use code 3 if the student is a TANF/cash aid recipient and was referred to the community college by the county welfare office and has an approved Welfare-to-Work plan or is in the process of developing a WTW plan.</p> <p>Use code 4 if the student is a TANF/cash aid recipient but has been exempted from participating in WTW activities. The college must have documentation in the student's file proving the student's exempt status and showing when the exemption expires.</p> <p>Use code 6 if the student is off cash assistance due to unsubsidized employment and is in compliance with their county welfare office. This would be a former TANF recipient, who has completed their Welfare-to-Work plan or Self-Initiated Program and is employed, but desires additional training. A student in this status cannot be one that is sanctioned by the county welfare office for not adhering to their Welfare-to-Work plan. The college must verify student employment at the beginning of each term.</p> <p>Use only one code to represent the student's CalWORKs program participant status each term. If a student could be coded with more than one CalWORKs program participant status during any one term:</p> <ul style="list-style-type: none"> ➤ for SIPs, use code 1 before code 6 ➤ for non-SIPs, use code 3 before code 2 or 6. 	
FIELD CHECK	1, 2, 3, 4, 6

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Change History
Implement: Summer 2007