

California Community Colleges
Management Information System
Data Element Dictionary

Student EOPS Data Elements

DOMAIN	RECORD	
SE	STUDENT EOP&S DATA RECORD	
DED#	DATA ELEMENT NAME	FORMAT
SE00	STUDENT-EOPS-STATUS	DELETED
SE01	STUDENT-EOPS-ELIGIBILITY-FACTOR	X(01)
SE02	STUDENT-EOPS-TERM-OF-ACCEPTANCE	X(03)
SE03	STUDENT-END-OF-TERM-EOPS-STATUS	X(01)
SE04	STUDENT-EOPS-UNITS-PLANNED	99V99
SE05	STUDENT-EOPS-CARE-STATUS	X(01)
SE06	STUDENT-CARE-TERM-OF-ACCEPTANCE	X(03)
SE07	STUDENT-CARE-MARITAL-STATUS	X(01)
SE08	STUDENT-CARE-NUMBER-OF-DEPENDENTS	X(01)
SE09	STUDENT-CARE-TANF-DURATION	X(01)
SE10	STUDENT-EOPS/CARE-WITHDRAWAL-REASON	X(01)

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DOMAIN	RECORD	LENGTH
SE	STUDENT EOP&S DATA RECORD	40
Reporting Domain		
<p>The following record layout indicates the format in which the districts report information on EOP&S students. Report one record for each student served by EOP&S. A student who has been determined to be eligible is served and the appropriate documentation including educational plan, mutual responsibility contract, and an EOP&S application is placed in the student's EOP&S file. The documents must be completed and signed by the student and designated EOP&S personnel, such as the EOP&S Director or EOP&S Counselor. Also, the student must have at least one documented counseling contact or supportive service provided by EOP&S staff during the term. In addition, the student attends at least one session of one course during the term. For each EOP&S student served, a Student Basic record must be reported.</p>		
<p>The file with these records is submitted within one month following the end of the term. This record is 40 characters long. The first two positions contain the record code "SE".</p>		

DED#	DATA ELEMENT NAME	FORMAT	POSITION
GI90	RECORD-CODE	SE	01-02
GI01	DISTRICT-COLLEGE-IDENTIFIER	X(03)	03-05
GI03	TERM-IDENTIFIER	X(03)	06-08
SB02	STUDENT-NAME-PARTIAL	X(03)	09-11
SB00	STUDENT-IDENTIFIER	X(09)	12-20
SE01	STUDENT-EOPS-ELIGIBILITY-FACTOR	X(01)	21
SE02	STUDENT-EOPS-TERM-OF-ACCEPTANCE	X(03)	22-24
SE03	STUDENT-END-OF-TERM-EOPS-STATUS	X(01)	25
SE04	STUDENT-EOPS-UNITS-PLANNED	99V99	26-29
SE05	STUDENT-EOPS-CARE-STATUS	X(01)	30
SE06	STUDENT-CARE-TERM-OF-ACCEPTANCE	X(03)	31-33
SE07	STUDENT-CARE-MARITAL-STATUS	X(01)	34
SE08	STUDENT-CARE-NUMBER-OF-DEPENDENTS	X(01)	35
SE09	STUDENT-CARE-TANF-DURATION	X(01)	36
SE10	STUDENT-EOPS/CARE-WITHDRAWAL-REASON	X(01)	37
	FILLER	X(03)	38-40

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE00	STUDENT-EOPS-STATUS	X
This element indicates the student status in relation to the EOPS program.		

DELETED

SE00 STUDENT-EOPS-STATUS

Processing Edits

DELETED

SE00 STUDENT-EOPS-STATUS

Change History
Delete: 03/06/91
Implement: 06/01/89

DELETED

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE01	STUDENT-EOPS-ELIGIBILITY-FACTOR	X

This element indicates the factor by which the student qualified to participate in the EOPS program.

Coding	Meaning
A	Not qualified for enrollment into minimum level English or Math
B	Did not graduate from high school or obtain GED
C	High school GPA below 2.5
D	Previously enrolled in remedial education
E	Other eligible characteristics/qualities

If the student was determined to be eligible according to more than one factor, enter the applicable factor which appears first in order on the list.

All students reported are considered served and they must meet Title 5 EOPS eligibility criteria according to Sections 56204 and 56220.

The main purpose of this data element is to determine the number of EOPS students served by the reporting college. In addition this element will provide information to evaluate eligibility factors which may indicate trends in the eligibility pool. The EOPS elements take the place of the EOPS Need Data and Services Report and will generate the numbers of EOPS students served for the EOPS allocation.

Title 5 regulations and EOPS Implementation Guidelines specifically define the "other eligible characteristics/qualities" for EOPS student eligibility in Code E that are currently approved by the Chancellor's Office: a) student is a first-generation college student (neither parent has successfully attended college); b) student is a member of an underrepresented group targeted by local student equity goals; or c) student and the parents are non-native English speakers; or d) emancipated foster youth.

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Student EOPS Data Elements

SE01 STUDENT-EOPS-ELIGIBILITY-FACTOR

Processing Edits	
FIELD CHECK	A, B, C, D, E

SE01 STUDENT-EOPS-ELIGIBILITY-FACTOR

Change History	
Revision: 10/01/00 Added more notes	
Revision: 5/01/94 Added more notes	
Revision: 03/06/91 Took out Non-Eligible Codes and Non Applicable changed Note	
Implement: 06/01/89	

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE02	STUDENT-EOPS-TERM-OF-ACCEPTANCE	X(03)
This element indicates the term for which the student was accepted into the EOPS program.		

Coding	
<i>YYT</i>	
YY	last two digits of calendar year in which the term occurs
T	single-digit term-type identifier listed below
<i>CODE</i>	<i>TERM TYPE</i>
5	Summer Term
7	Fall Semester
1	Winter Intersession
3	Spring Semester
6	Summer Quarter
8	Fall Quarter
2	Winter Quarter
4	Spring Quarter

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Student EOPS Data Elements

SE02 STUDENT-EOPS-TERM-OF-ACCEPTANCE

Processing Edits	
FIELD CHECK	Valid Term ID Format: YYT YY - The last two digits of the calendar year in which the term began. T - One-digit Term Code 1-8
	EOPS Term of Acceptance may not be older than 8 semesters or 12 quarters if not a disabled student. When compared to the reporting term (G103). Only primary terms are counted.
INTEGRITY CHECK	

SE02 STUDENT-EOPS-TERM-OF-ACCEPTANCE

Change History
Revision: 08/01/94 Took our X =Unknown
Revision: 10/27/92 Changed to Term of Acceptance X(03)
Revision: 03/06/91 (Old name – Date of Acceptance (9(6)) Took out the 888888.
Implement: 06/01/89 (Old name - Date of Acceptance (9(06))

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE03	STUDENT-END-OF-TERM-EOPS-STATUS	X
<p>This element indicates whether the student has continuing eligibility status in the EOPS program for the following term, as of the end of the reporting term.</p>		

Coding	Meaning
<i>Student Eligible to Continue as an EOPS Program Participant:</i>	
E	Student is eligible to participate in the EOPS Program during the following term.
G	Student successfully completed his or her educational goal.
<i>Student Not Eligible to Continue as an EOPS Program Participant:</i>	
P	Student did not follow the EOPS contract and educational plan stipulations.
C	Student chose not to be an EOPS student.
S	Student completed 6 semesters on EOPS.
U	Student completed 70 units and was not eligible for a waiver
<i>Other Status</i>	
X	Unknown / Unreported

SE03 STUDENT-END-OF-TERM-EOPS-STATUS

Processing Edits	
FIELD CHECK	E, G, P, C, S, U, X

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Student EOPS Data Elements

SE03 STUDENT-END-OF-TERM-EOPS-STATUS

Change History
Revision: 11/01/98 Added code G: 'Student successfully completed his or her education goal' and deleted code U.
New Data Element: 10/27/92 'New name END-OF-TERM-EOPS-STATUS' X(01)
Deleted: 03/06/91
Revision: 01/02/91 Added Code AX – Eligible but reason not stored.
Implement: 06/01/89 – EOPS-BOGG ELIGIBILITY (Original Name) X (02).

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE04	STUDENT-EOPS-UNITS-REGISTERED	99V99
This element indicates the total number of units the student registered for and plans to enroll in for the reporting term.		

Coding
This is a numeric field with four digits, two before and two after the implied decimal point (accurate to the hundredths). The decimal point itself is not included in the field.

This element indicates the number of units in which a new or continuing EOPS student has registered as of the first day of the reporting term or on the date of acceptance into EOPS during the reporting term. The total number of units reported should be at least 9 units for students accepted as new to EOPS that term. This element will be used to determine the unduplicated student headcount for funding purposes.

SE04 STUDENT-EOPS-UNITS-REGISTERED

Processing Edits	
FIELD CHECK	Any valid numeric value, >0 and < 30
INTEGRITY CHECK	

SE04 STUDENT-EOPS-UNITS-REGISTERED

Change History
Revision: 10/01/00 Changed name. New definition and .New Note:
Revision: 05/01/94 Added Note: This element replaces "units attempted" from the Need Data Report. Indicate the number of units the student attempts for the reporting semester as a result of EOPS activities, i.e. propriety registration assistance, counseling, education plan development, etc.
Implement: 10/27/92 STUDENT-EOPS-UNITS-PLANNED.

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE05	STUDENT-EOPS-CARE-STATUS	X

This element indicates the student's status in relation to the Cooperative Agencies Resources for Education (CARE) program. A CARE student is served who has been determined to be eligible for, and served by, EOPS and CARE and also has on file a CARE application and CARE mutual responsibility contract.

Coding	Meaning
<i>CARE Student Without a Waiver</i>	
C	Student served by the CARE program without a waiver.
<i>CARE Student With a Waiver</i>	
P	New CARE student waiver because student was less than full-time at time of acceptance into the CARE program.
<i>Not a CARE Student</i>	
N	Student not served by the CARE program.

CARE Program Guidelines allow joint EOPS-CARE applications and EOPS-CARE mutual responsibility contracts as required documentation.

SE05 STUDENT-EOPS-CARE-STATUS

Processing Edits	
FIELD CHECK	C, N, P
INTEGRITY CHECK	<p>If SE05=P, then SE06 must = current term</p> <p>If this field is coded as "N", then STUDENT-CARE-TERM-OF-ACCEPTANCE (SE06) must be coded as "YYY".</p> <p>Conversely, if this field is coded as "C" or "P", then STUDENT-CARE-TERM-OF-ACCEPTANCE (SE06) must be coded using the YYT format.</p>

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Student EOPS Data Elements

SE05 STUDENT-EOPS-CARE-STATUS

Change History
Revision: 03/20/06 Deleted code B
Revision: 10/01/00 Deleted code L, S, O, Changed note
Revision: 11/01/98 Added coded L, P, S, B, O. Deleted X
Implement: 10/27/92.

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DED#	DATA ELEMENT NAME	FORMAT
SE06	STUDENT-CARE-TERM-OF-ACCEPTANCE	X(03)
This element indicates the term for which the student was accepted into the CARE program.		

Coding	
<i>YYT</i>	
YY	Last two digits of calendar year in which the term occurs
T	Single-digit term-type identifier listed below
<i>CODE</i>	<i>TERM TYPE</i>
5	Summer Term
7	Fall Semester
1	Winter Intersession
3	Spring Semester
6	Summer Quarter
8	Fall Quarter
2	Winter Quarter
4	Spring Quarter

If the student is not a participant of the CARE program, report "YYY" for this element.

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Student EOPS Data Elements

SE06 STUDENT-CARE-TERM-OF-ACCEPTANCE

Processing Edits	
FIELD CHECK	Valid Term ID Format: YYT
	YY = The last two digits of the calendar year in which the term began.
	T = One-digit Term Code 1-8, or "Y". If a "Y" is entered for the term code (T), the two-digit calendar year must be "YY".
INTEGRITY CHECK	If STUDENT-EOPS-CARE-STATUS (SE05) is coded as "N" (student not served by CARE program), then SE06 (this field) must be coded as "YYY".
	If not equal to "YYY" cannot be prior to EOPS TERM-OF-ACCEPTANCE (SE02)
	If not equal to "YYY" cannot be prior to 8 semesters or 12 quarters. Only primary terms are counted.
	If STUDENT-EOPS-CARE-STATUS (SE05) is coded as "P", SE06 must = the reporting term (GIO3).
	If STUDENT-EOPS-CARE-STATUS (SE05) is coded as "C" or "P", then SE06 must be coded using the YYT format.

SE06 STUDENT-CARE-TERM-OF-ACCEPTANCE

Change History
Revision: 08/01/94 Removed X =Unknown.
Implement: 10/27/92.

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE07	STUDENT-CARE-MARITAL-STATUS	X
This element indicates the marital status for a CARE student.		

Coding	Meaning
M	Married
U	Single (never married)
D	Divorced
S	Separated
W	Widowed
X	Unknown
Y	Not applicable, Not a CARE student

SE07 STUDENT-CARE-MARITAL-STATUS

Processing Edits	
FIELD CHECK	M, U, D, S, W, X, Y
INTEGRITY CHECK	If this field (SE07) is coded "Y", then STUDENT-EOPS-CARE-STATUS (SE05) must equal "N".

SE07 STUDENT-CARE-MARITAL-STATUS

Change History
Implement: 08/01/94

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Student EOPS Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SE08	STUDENT-CARE-NUMBER-OF-DEPENDENTS	X
This element indicates a CARE student's number of dependent children.		

Coding	Meaning
1	1 dependent child
2	2 dependent children
3	3 dependent children
4	4 dependent children
5	5 dependent children
6	6 or more dependent children
Y	Not applicable, Not a CARE student

SE08 STUDENT-CARE-NUMBER-OF-DEPENDENTS

Processing Edits	
FIELD CHECK	1, 2, 3, 4, 5, 6, Y
INTEGRITY CHECK	If this field (SE08) is coded "Y", then STUDENT-EOPS-CARE-STATUS (SE05) must equal "N".

SE08 STUDENT-CARE-NUMBER-OF-DEPENDENTS

Change History
Implement: 08/01/94

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DED#	DATA ELEMENT NAME	FORMAT
SE09	STUDENT-CARE-TANF-DURATION	X
This element indicates the length of time a CARE student has been on TANF at time of enrollment for the current term.		
The length of The length of time reported should reflect the total duration a student received TANF in California (CalWORKs) and out of state.		

Coding	Meaning
1	Student has received CalWORKs / TANF/AFDC for less than 1 year.
2	Student has received CalWORKs / TANF/AFDC for at least 1 year and less than 2.
3	Student has received CalWORKs / TANF/AFDC for at least 2 years and less than 3.
4	Student has received CalWORKs / TANF/AFDC for 3 years or more.
Y	Not applicate, Not a CARE student

SE09 STUDENT-CARE-TANF-DURATION

Processing Edits	
FIELD CHECK	1, 2, 3, 4, Y
INTEGRITY CHECK	If this field (SE09) is coded "Y", then STUDENT-EOPS-CARE-STATUS (SE05) must equal "N".

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Student EOPS Data Elements

SE09 STUDENT-CARE-TANF-DURATION

Change History
Revision: 10/01/00 Added CalWORKs and AFDC to meaning and notes
Revision: 11/01/98 Changed name: STUDENT-CARE-TANF-DURATION and updated codes
Implement: 08/01/94 STUDENT-CARE-AFDC-DURATION

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DED#	DATA ELEMENT NAME	FORMAT
SE10	STUDENT-EOPS-CARE-WITHDRAWAL	X
This element indicates the student's primary reason for withdrawal from the EOPS and/or CARE programs for the following term as of the end of the reporting term.		

Coding	Meaning
Enter only ONE of the letter codes below which are priority ranked in the list from the top down. If the student falls into more than one category select the category which is highest on the list.	
A	Student withdrawal due to marriage and/or CalWORKs/ TANF/ AFDC termination (CARE students).
B	Student withdrawal due to lack of resources (e.g. financial, child care).
C	Student withdrawal due to student or family-related problems (e.g. irregular attendance, illness, pregnancy, relocated out of area).
D	Student discontinued the program(s) due to lack of progress, academic difficulties or disqualification.
E	Student withdrawal due to other or unknown reasons (including incarceration, death, etc.).
Y	Not applicable

Code "Y" includes students who have completed their educational goal or are planning to continue in the program(s) the following term.

SE10 STUDENT-EOPS-CARE-WITHDRAWAL

Processing Edits	
FIELD CHECK	A, B, C, D, E, Y

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Student EOPS Data Elements

SE10 STUDENT-EOPS-CARE-WITHDRAWAL

Change History
Revision: 10/01/00 Changed TANF to Cal/WORKs/TANF/AFDC
Revision: 11/01/98 Changed AFDC to TANF
Implement: 05/01/94