



## Demographic Fields to Be Hand-Marked on 2010 STAR Answer Documents or Entered During Extended Data Corrections

School District Name: \_\_\_\_\_

County/District Code: \_\_\_\_\_ Charter School Number: \_\_\_\_\_

The school district must fax this form to the STAR Technical Assistance Center (STAR TAC) prior to uploading Pre-ID data to the STAR Management System if any of the fields listed below are to be submitted as blank in the district's Pre-ID file. If this form is not submitted and the district leaves these fields blank, the Pre-ID file will be in error. The only way to fix the error will be for the district to delete the file from the system, submit this form to STAR TAC, and then resubmit the Pre-ID file.

The fields listed on this form are required for Pre-ID processing. If the number of student records in a school that are blank or contain invalid data for any of the fields listed below exceed the percentages shown below, the Pre-ID process will stop, and an alert will be sent to the district to correct the Pre-ID file. Any fields that are not included in the Pre-ID file must either be entered during Extended Data Corrections after the Pre-ID data have been extracted and seven days before the administration's final day of testing, or hand-marked on the student answer documents.

Indicate which, if any, state-required demographic fields are not included in the Pre-ID file.

**Note:** An amount of \$1.32 per student will be withheld from the district's STAR apportionment if any of the data listed below are missing (not provided during Pre-ID process or entered during Extended Data Corrections or hand-marked at the time of testing) for more than 3 percent of the student answer documents submitted per school when answer documents are processed for scoring.

I certify that the indicated fields are not included in the Pre-ID file and will be entered during Extended Data Corrections or hand-marked on the student answer documents.

\_\_\_\_\_  
District Superintendent Signature

\_\_\_\_\_  
District STAR Coordinator Signature

Student demographic fields that will stop processing unless information is provided for each student	Pre-ID data file demographic field position	Check if field to be entered during Extended Data Corrections or hand-marked on student answer documents
Gender	3% 132	<input type="checkbox"/>
Statewide Student Identifier (SSID)	3% 133–142	<input type="checkbox"/>
Hispanic or Latino	3% 143	<input type="checkbox"/>
Student's English Proficiency	3% 169	<input type="checkbox"/>
NSLP (National School Lunch Program)	3% 185	<input type="checkbox"/>
Primary Disability (Disability code or "000" for students not receiving Special Education Services)	3% 189–191	<input type="checkbox"/>
Student counted as part of <i>district's</i> enrollment in the most recent (October 2009) CBEDS data collection and has been continuously enrolled since that date.	3% 212	<input type="checkbox"/>
Student counted as part of <i>school's</i> enrollment in the most recent (October 2009) CBEDS data collection and has been continuously enrolled since that date.	3% 213	<input type="checkbox"/>

**Please fax this form to STAR TAC at 800-541-8455.**