

# Data Standard Immigrant Data

## Rev. 2/11/2019

### Ownership and History

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**Office:**

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**Revision history:**

February 11, 2019:

Update data stewards

Review standards and update according to federal reporting requirements

Added standard for Primary Home Language

Added Reporting Timeline

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### Overview

#### Description

As new students are enrolled the process referenced below should be followed to ensure accurate data collection and reporting as required by the Title III of the Every Student Succeeds Act.

#### Regulation citation(s)

- [Title III of the Every Student Succeeds Act](#)
- [Home Language Survey](#)
- [English Learner and Immigrant Data Collection and Reporting](#)

#### Data use

- Federal Reporting
- Federal Funding
- Data system sharing: P20

#### Related state published ad-hoc filters

- **student** Immigrant Count
- **student** Immigrant Missing Date Entered US School
- **student** Immigrant Over 3 Years

#### Training

#### Campus path

- Census / People / Demographics
- Student Information / General / Enrollments / State Reporting Fields

### Section A – Identifying an Immigrant Student – Demographics Tab

#### Campus Path: Census / People / Demographics Tab

The screenshot shows a portion of a web form. At the top, there is a label "Date Entered US School" above a date input field with a calendar icon. Below this is a label "Home Primary Language" above a dropdown menu with the text "Select a Value". Underneath that is a label "Native American Language" above another dropdown menu with the text "Select a Value".

**Date Entered US School:** Enter month, day, year (##/##/##) the student **first entered a K-12 program in a school in the United States.** A student who has been attending one or more

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schools in any one or more states for more than three full academic years is no longer classified *immigrant*. The U.S. Department of Education defines state as one of the 50 states, Puerto Rico and the District of Columbia.

**Home Primary Language:** Choose from an alphabetical list of world languages. Home language is defined as the language spoken at home. This information is obtained through questions on the [Home Language Survey](#).

**Native American Language:** Select the Native American Language if student's *Home Primary Language* selection is **Native American (1025)**. If the language is not on this list, choose N0000: Other.

Additional information regarding *Home Primary Language* selections:

- In the case of a foreign-born student living in an English-speaking home of his/her adopted family, choose the student's native language from the *Home Primary Language* drop list.

## Section B – Identifying an Immigrant Student – Enrollment Tab

Campus Path: Student Information / General / Enrollments / State Reporting Fields



The screenshot shows a web form titled "State Reporting Fields". It contains several input fields: a "State Exclude" checkbox, a "Migrant" dropdown menu, and two checkboxes labeled "Immigrant" and "Refi". The "Immigrant" checkbox is highlighted with a red rectangular border.

**Immigrant:** Under Title III ESEA Section 3201(5), Immigrant student is defined as an individual who:

- (A) is aged 3 through 21;
- (B) was not born in any state (of the United States of America) the USDOE defines state as one of the 50 states, Puerto Rico and the District of Columbia. Adopted children from other countries and children born on military bases are included in this definition.
- (C) has not been attending one or more schools in any one or more states for more than 3 full academic years.

Districts should run and review the data generated on the *student Immigrant Over 3 Years* ad-hoc report throughout the year. The following instructions appear with the ad hoc:

“When a student has been enrolled in a US English speaking school 3 years, they are no longer an immigrant. Please check any students on this list. If they left the US, later returned, and have not been in a US school 3 years, make sure you have

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documentation to verify. Students may appear on the list multiple times due to multiple enrollments. If the date is incorrect, enter the correct date on the Demographics screen (Date Entered US school). The immigrant checkbox needs to be unchecked for all other students on the list.”

Students that appear in the ad hoc, but have **not** been attending a school in the United States for 3 **full** academic years, qualify as immigrants if the district has documentation to verify.

**NOTE:** An immigrant student **may or may not** be an EL student. An immigrant **may or may not** be a migrant and **may or may not** be a refugee.

### Section C – Reporting Timeline

#### Immigrant Data Verification Timeline

- **May 1** - District Data Verification for Immigrant data opens
- **May 31** – All Immigrant data should be updated and complete in Infinite Campus
- **June 30** - District Data Verification for Immigrant closes
- **July 1** - KDE extracts Immigrant from Infinite Campus State Edition for end of year reporting