

**Draft List of Required Data Elements for Non-Public Eligible Training Providers**

Each Eligible Training Provider will be required to submit the following list of data elements to the Idaho State Board of Education for reporting WIOA performance metrics. Data for all participants in each program of instruction is required, not just data elements for WIOA participants. Training on secure file transfers and data collection will be provided to Eligible Training Providers in January 2016.

Description of Field	FieldName	Length	Type	Description	Data Field Requirements	WIOA Use
<b>Unique Student Identifier</b>	<b>MPIDM</b>	15	char	A Unique Individual Identifier for each student or WIOA participant enrolled in a program. If student or WIOA participant does not have an Education Unique ID (EDUID) previously issued by the state of Idaho, one will be assigned by the State Board of Education in order to track progress.	Required	Unique Individual Identifier is used instead of SSN to track individual progress through programs and to track earnings after completion.
<b>First name of student or WIOA program participant</b>	<b>First_Name</b>	150	char	First name and middle name of program participant	Required	Used to identify participants in program
<b>Family name of student or WIOA program participant</b>	<b>Family_Name</b>	150	char	Family or last name of program participant	Required	Used to identify participants in program
<b>Data used to report on demographic characteristics of all program participants, including WIOA participants</b>	<b>Sex</b>	1	char	Male students identified with (M) and female students identified with a (F). Unreported will be identified with a (U).	Required	Demographic data will be used to evaluate participants in programs by WIOA status. All enrollees in a program will have demographic data reported so data can be analyzed by category and program.
<b>Data used to report on demographic characteristics of all program participants, including WIOA participants</b>	<b>YM_Birth</b>	6	char	Year/month of birth (YYYYMM). Example June 1995 should be entered as 199506	Required Default "NULL"	Allows for analysis of all participants in each program by age. Data entered as year/month of birth (YYYYMM)Example 1995/04=1995 April
<b>Integrated Postsecondary Education Data System (IPEDS) or Institution Unique ID</b>	<b>instid</b>	6	integer	Unique identification number assigned to postsecondary institutions surveyed through the Integrated Postsecondary Education Data System (IPEDS). Also referred to as UNITID or IPEDS ID.	Required	Each training program will have a unique ID to identify school or training provider. If the school or training organization does not have an IPEDS code the FEIN of the institution can be used to match education data to wage data.

**ATTACHMENT B**

<b>CIP Code of Program</b>	<b>major1</b>	7	char	A six-digit code in the form xx.xxxx that identifies instructional program specialties within educational institutions. It is intended to facilitate the organization, collection, and reporting of program data using classifications that capture the majority of reportable data. The CIP is the accepted federal government statistical standard on instructional program classifications and is used in a variety of education information surveys and databases.	Required	Each program a participant is enrolled in will be assigned a CIP code. Where the CIP code is the same for different levels of classes the level of degree will be used when completing completion rates. Training providers who do not have current CIP codes will assign CIP codes that closely match the program instruction and the CIP codes will be approved by WIOA grant monitoring staff.
<b>Start date of education or training program</b>	<b>Program_Start_Date</b>	8	char	First Class meeting Date. Data should be entered as yyymdd.	Required	This date will be used to identify WIOA participants and all other students enrolled in the program. The total completion rate, WIOA participant completion rate and comparison across institutions will use this data element.
<b>End date of education or training program</b>	<b>Program_End_Date</b>	8	char	Last Class Meeting Date. Data should be entered as yyymdd.	Required	This date will be used to identify WIOA participants and all other students enrolled in the program. The total completion rate, WIOA participant completion rate and comparison across institutions will use this data element.
<b>Program Completion Status</b>	<b>Completion_Status</b>	1	char	Status of whether student/participant successfully completed program. Degree or certificate awarded or program completed = 1, Did not complete program = 2	Required	Determines which participants completed program
<b>Reasons for Program Exit</b>	<b>Program_Exit</b>	2	char	If Program Completion Status is 2, Reasons for Program Exit = "NULL"	Required	Identifies reason for program exit
<b>Degree, credential or certification earned</b>	<b>degree</b>	80	char	An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies. Examples (BSME, BA, AA)	Required	Degree earned can be analyzed by all completers, WIOA participants, and all participants who began program but did not graduate.
<b>Industry Recognized Credential</b>	<b>industry_recognized_credential</b>	30	char	Credential, certificate, degree, or award earned other than degree awarded by institution	Needed - if applicable	Used to evaluate if program participants receive licensure or credential after program exit