

Manually Input CDOS Reporting

Expedite this reporting by collect a list of students' (name and ID) that participated in a Career Development and Occupational Studies, CDOS, course or program.

Under the US Department of Education's Every Student Succeeds Act, ESSA, NYSED collects information about College, Career and Civic Readiness, CCR, including student participation in CDOS.

Definitions from the SIRS Manual: <http://www.p12.nysed.gov/irs/sirs/> page 247 page 36 CDOS Explanation

Underlining added for emphasis- ALL students in career & technical coursework should have a CDOS program, service record.

CDOS Credential Eligible Coursework — Code 8271.

Description: Indicates a student who is taking Career and Technical Education coursework and/or work-based learning that may be used to satisfy requirements for the Career Development and Occupational Studies (CDOS) Credential. This code should not be reported in lieu of the six-digit specific Career and Technical Education (CTE) Program Code used to report the CTE program a student is in.

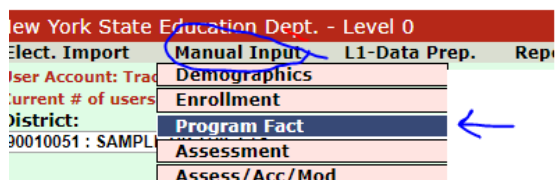
Purpose: Used to identify students taking coursework that may be used to satisfy requirements for a CDOS credential as a stand-alone credential or in addition to a high school diploma or high school equivalency (HSE) diploma.

Entry Date: Date the student begins Career and Technical Education coursework and/or work based learning that may be used to satisfy requirements for a CDOS.

Exit Date: Date the student receives the CDOS or is no longer participating in coursework and/or work-based learning.

Reason for Ending Code: 700 — Received a CDOS credential or 701 — No longer participating in coursework and/or work-based learning that satisfied the requirements for the CDOS credential. This is the only way to indicate that a student satisfied the requirements for the CDOS credential when it's earned in addition to a local or Regents diploma.

NYS-Level 0



New York State Education Dept. - Level 0
Elect. Import Manual Input L1-Data Prep. Rep
User Account: Tra Demographics
Current # of users Enrollment
District: Program Fact
90010051 : SAMPL Assessment
Assess/Acc/Mod

Adding Program Service Codes

- Go to our [NYC Charter Data Central](#) website
- Hover over **Secure** and click on **Level 0**.
- Login.
- On the grey menu bar, go to Manual Input
- Click on Program Fact



Student Search:
Student ID:
OR Search
Last Name Search: A*

You must have the Student ID for each record.

Use the SEARCH Last Name option:

enter Student's last name, or

the first initial(s) of the last name with an asterisk (*) to view all last names starting with that letter(s)

Click **Search**.

Level 0 will display the name(s) of the student(s) that match your search. Use **Copy and Paste** the add the correct ID into the Student ID field below.

Call us if you need us at 631.218.4134.

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Complete data entry in rows 1-5 for each student tha earned a CDOS credential.

- Row 1- a) Enter ID and
b) Select school from dropdown
- Row 2- c) Enter Start Date (use the frist day of school or the enrollment date for the current school year)
d) Select 8271, CDOS Credential from Dropdown > Program Code will autmatically populate
- Row 3- e) GRADUATING SENIORS need an End Date if they finished the CDOS program
Select 700 Exit Code from dropdown
- Row 4- f) GRADUATING SENIORS Comment- enter "PATHWAY" to denote the correct Diploma Type
- Row 5- g) Tap on **Validate & Save**
h) Tap on **Clear** to enter the next record for another student

1 *Student ID: a ID # 84X000 Sample Charter School b Service Provider BEDS Code (State Location ID):

2 *Beginning Date: c 2020-09-05 *Record Program Category: d 8271::CDOS Credential *Program Code: 8271 :: CDOS Credential Eligible Coursework

3 Ending Date: e 2021-06-30 Exit Reason Code 1: e 700 :: Received a CDOS credential

4 Orig. Prog. Date: Prog. Intensity (CTE/ELL Eligible Programs): Program Comment: f PATHWAY

5 Elig. Code 1: Elig. Code 2: Elig. Code 3: Elig. Code 4: Elig. Code 5: Elig. Code 6: Provider Type Code (Primary Nighttime Residence):

Import Validation Messages: Delete Record Validate & Save Student Data g Curr. Student / Add New h Clear

Don't forget to click the **Validate & Save Student Data** button *after each record*.

Fields for seniors completing the program.

Finished? **Lock** and **Submit** the data.

To Lock and Submit CDOS Program Code Data:

Hover over **L1-Data Prep**.

Click **Program Fact** from the menu

Check the box for 8271 CDOS Credential

Click the **"Validate Now"** button – you should get a green success message

Click the green **Create File for Level 1 Submission** button

NYS-Level 8

New York State Education Dept. - Level 8

Elect. Import Manual Input L1-Data Prep

User Account: Tracy Davey (tdavey)

Current # of users logged on: 1

District: B96-CHARTER SCHOOL

Program Fact Data Prep. for Level 1:

Perform a 2nd level of error checking. When Level 0 has a W.F error less with no errors.

Note: Checking a box below will initiate validation for the selected program. If the program is not selected, the box will be disabled.

Check All

8271::CDOS Credential

Validate Now

Validation results...

Create File for Level 1 Submission

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