

# DEADLINES FOR VERIFICATION AND CERTIFICATION OF 2022-2023 SCHOOL YEAR DATA IN SIRS

9/29/2022 | 10/18/2022 <sup>1</sup> | 1/4/2023 <sup>2</sup> | 1/10/2023 <sup>3</sup> | 3/9/2023 <sup>4</sup>

(Note to LEAs: For **Data Due** rows, Level 1 (L1) Centers establish earlier deadlines for submitting data to them, to allow for processing. Consult your L1's [NYSED Systems Support team](#) for your L1's local deadlines.)

<< An ACRONYMS list follows the Timeline. >>

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
September 26, 2022	Level 2 SIRS data warehouse <b>Collection Opens</b>	Level 1 regional data warehouses may begin loading <b>2022-23 SY</b> student demographic, enrollment, program and associated eScholar CDW templates supporting SIRS data collection	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
October 5, 2022	<b>BEDS Collection Opens</b>	For submitting 2022-23 BEDS IMF data.	Public School Districts, Public Schools, Charter Schools, Religious and Independent (Nonpublic) Schools
October 5, 2022	EFT School/District <b>Collection Opens</b>	For submission of 2022-23 <a href="#">EFT</a> data in the IDEX.	Public School Districts, Public Schools
Early October 2022	PD System <b>Collection Opens</b> (VR1-9)	(Districts and Nonpublic schools are required to certify 2022-23 data <b>in the PD System</b> by January 9, 2023.)	Public School Districts, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
October 7, 2022	August Grads <b>Data Due</b>	Last date to submit <b>graduates as of August 31, 2022</b> , for Total Cohort Graduation Rate reporting. <b>L1s must have data in Level 2 by 11:59 P.M.</b>	Public School Districts, Charter Schools
October 31, 2022	EFT Charter <b>Collection Opens</b>	For submission of 2022-23 <a href="#">EFT</a> data in the IDEX.	Charter Schools

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
November 18, 2022	Staff Snapshot, Staff Assignment <b>Data Due</b>	<b>Preliminary</b> 2022-23 data due. Staff Snapshot must be loaded to SIRS prior to loading any other staff or course data. <b>L1s must have data in Level 2 by 11:59 P.M.</b>	Public School Districts, BOCES, Charter Schools, State Operated Schools
November 18, 2022	<b>BEDS Collection Closes</b>	Last date to complete submission of IMF district and school forms on the IDEX.	Public School Districts, Public Schools, Charter Schools, Religious and Independent (Nonpublic) Schools
December 30, 2022	<b>EFT Data Due</b>	Initial due date of 2022-23 <a href="#">EFT</a> data in the IDEX.	Public School Districts, Public Schools, Charter Schools
January 6, 2023	BEDS Day Enrollment and FRPL (Free and Reduced- Price Lunch) <b>Data Due</b>	FRPL, enrollment by grade, district of residence, and supplemental enrollment counts <i>submitted via SIRS</i> are collected for calculating <b>preliminary</b> State Aid allocations. Enrollment counts are used to create the USED ED Facts Directory, which is the official directory of all schools and districts for federal reporting, serves as a sampling frame for federal statistical studies, defines the universe for the CRDC, and populates the list of schools used on the FAFSA. FRPL data is reported to USED and used primarily for the Non-Fiscal Survey of the CCD and other USED offices.	Public School Districts, Charter Schools
January 6, 2023	Special Ed <b>Data Due</b> (VR1-9)	Last date to submit data populating the VR1-9 reports. <b>L1s must have data in Level 2 by 11:59 P.M.</b> Official child count and LRE will be reported to USED.	Public School Districts, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools

<b>Date/ Estimated Date:</b>	<b>Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
2 January 17, 2023	<b>Special Ed Certification Due</b> (VR1-6,8)	Districts and nonpublic schools are required to certify data <b>in the PD System</b> as Accurate or Not Accurate. Data reflects official child count and LRE reported to USED. Status will be defaulted to Not Accurate for entities that do not certify. (VR7 and VR9 do not need to be certified.)	Public School Districts, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
January 27, 2023	<b>Student Digital Resources Data Due</b>	<b>L1s must have preliminary data in Level 2 by 11:59 P.M.</b> This collection helps identify specific needs and target resources and funding opportunities when they become available.	Public School Districts, BOCES, Charter Schools
January 27, 2023	<b>Preliminary Course Instructor Assignment, Student Class Entry Exit Data Due</b>	All student course data <b>must be up to date in Level 2 by 11:59 P.M.</b> and will be used by the Office of State Assessment for determining counts of students enrolled in courses leading to state assessments.	Public School Districts, BOCES, Charter Schools
3 February 1, 2023	NYSESLAT SAFT (Standalone Field Tests) <b>Pre-ID Data Due</b>	Level 1s must have Student Enrollment, Program Service and Demographic data in L2 <b>by 11:59 P.M.</b> L2 then creates the extract of 0231 Program Service Codes for schools administering the NYSESLAT SAFT.	Public School Districts, Public Schools, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
March 1, 2023	<b>EFT Collection Closes</b>	Absolute last date for <a href="#">EFT</a> data collection. Most schools/districts/charters will only be given an extension to January 31, 2023, but the Big 5 CSDs (City School District) have until this date.	Public School Districts, Public Schools, Charter Schools
March 8, 2023	<b>EFT Data Extract</b>	The <a href="#">EFT</a> data in SV_REPORTS is extracted for further QA and creation of tables for the public data site.	Public School Districts, Public Schools, Charter Schools

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
March 17, 2023	BEDS Day Enrollment and FRPL <b>Data Due</b>	FRPL, enrollment by grade, district of residence, and supplemental enrollment counts <i>submitted via SIRS</i> are collected for calculating <b>preliminary</b> State Aid allocations. FRPL data is reported to USED via EDFacts. All entities need to show FRPL counts in the March snapshot to be included in FRPL data submitted to USED. FRPL data is reported to USED and used primarily for the Non-Fiscal Survey of the CCD and other USED offices.	Public School Districts, Charter Schools
March 17, 2023	UPK annual enrollment <b>Data Due</b>	Counts of UPK students enrolled through March 15, 2023, collected for calculating UPK grant funding.	Public School Districts
<sup>1</sup> March 24, 2023	<sup>1</sup> MBK Grants Program Service records and Liberty Partnership Programs <b>Data Due.</b>	<sup>1</sup> All recipients of My Brother's Keeper with active grants must report complete data to SIRS using program service codes 4005–4009. Liberty Partnerships Program code 4004. <b>L1s must have data in Level 2 by 11:59 P.M. on the due date</b>	Public School Districts
March 31, 2023	Regents US History & Government (F) Pre-ID <b>Data Due</b>	<b>(Applies only to Schools selected for sample collection for Pearson.)</b> L1s must have Student Enrollment, Program Service, and Demographic data in L2 <b>by 11:59 P.M. on the due date.</b> L2 then creates the Pre-ID File <b>extract for selected schools</b> for the Vendor to use in creating labels. <b>Student Class Codes:</b> AP U.S. History (04104) U.S. History & Government (Framework) (04101F)	(Pearson sample participants <b>ONLY</b> ) Public School Districts, Public Schools, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
<sup>4</sup> May 12, 2023	<sup>4</sup> Final Out of Certification data <b>Extract Taken</b>	<sup>4</sup> <b>The official NYS Out of Certification match is performed at Level 2 on May 12.</b> SIRS-328 Out of Certification report will be frozen as of this date.	<sup>4</sup> Public School Districts, BOCES, Charter Schools

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
4 May 19, 2023	Course Instructor Assignment, Student Class Entry Exit and Student Daily Attendance <b>Data Due</b>	4 All student course and attendance data <b>must be up to date in Level 2 by 11:59 P.M. on the due date</b> and will be extracted from SIRS on May 22, 2023, for growth purposes and <b>should include attendance through May 2<sup>nd</sup>.</b>	Public School Districts, BOCES, Charter Schools
May/June 2023	ELL (English Language Learners) Counts and Immigrant Student Counts <b>Data Due (final)</b>	Counts at time of <b>final</b> data pull of ELL students enrolled in district (for Title III ELL allocations) and immigrant students enrolled in district (for Title III immigrant allocations).	Public School Districts, Charter Schools
June 2, 2023	UPK annual enrollment <b>Data Due (final)</b>	Counts of UPK students enrolled through March 15, 2023, collected for calculating UPK grant funding. <b>L1s must have data in Level 2 by 11:59 P.M. on the due date.</b>	Public School Districts
June 2023	Special Ed EOY reports <b>Collection Opens</b> (VR11- 16)	(Districts will be required to certify data <b>in the PD System</b> by <b>two due dates:</b> August 7 (VR13,15,16) & September 18 (VR11,12,14), 2023.)	Public School Districts
July 3, 2023	Staff Evaluation <b>Collection Opens</b>	Overall ratings & subcomponent scores for districts and BOCES implementing an APPR plan under Education Law 3012-d. ( <b>Data Due</b> October 20, 2023)	Public School Districts, BOCES
August 4, 2023	Special Ed <b>Data Due</b> (VR13,15,16)	Last date to submit data populating VR13,15,16 reports. <b>L1s must have data in Level 2 by 11:59 P.M. on the due date.</b>	Public School Districts
August 4, 2023	Regents Assessment <b>Data Due</b>	Regents data for State-provided Growth results. <b>L1s must have data in Level 2 by 11:59 P.M. on the due date.</b>	Public School Districts, BOCES, Charter Schools

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
August 7, 2023	Special Ed <b>Certification Due</b> (VR13,15,16)	Districts must certify data as Accurate or Not Accurate <b>in the PD System</b> . Status defaults to Not Accurate for entities that do not certify.	Public School Districts
August 18, 2023	Special Ed EOY ( <b>End of Year</b> ) <b>Data Due</b>	Last date to submit Special Ed enrollment, demographic, assessment (including COSF), Special Ed EOY Snapshot, and disability program service records for students with potential submission records for VR11-16 reports. LEAs use PD System <i>List of Potential Student Records</i> report to confirm all eligible students are reported accurately. <b>L1s must have data in Level 2 by 11:59 P.M.</b>	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies
August 18, 2023	FINAL SIRS EOY <b>Data Due</b>	<b>L1s must have EOY data submitted to Level 2 by 11:59 P.M.</b> Used for federal and State reporting, State Aid allocations, and to make accountability status determinations. <b>(Staff Eval not due until October, see below.)</b>	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies
September 1, 2023	SIRS EOY Data <b>Certification Due</b>	<b>Statement of Certification</b> certifies accuracy of data submitted by EOY reporting deadline, as applicable per institution type. <b>(Staff Eval not due until October, see below.)</b>	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools
September 15, 2023	Special Ed <b>Data Due</b> (VR11, VR12, VR14)	Last date to submit Special Ed EOY data. <b>L1s must have data in Level 2 by 11:59 P.M.</b>	Public School Districts
September 18, 2023	Special Ed <b>Certification Due</b> (VR11, VR12, VR14)	Districts are required to certify data <b>in the PD System</b> as Accurate or Not Accurate. Status defaults to Not Accurate for entities not certifying.	Public School Districts

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
October 6, 2023	August Grads, Total Cohort Grad Rate <b>Data Due</b>	Last day to submit <b>August 2023</b> diplomas for the 2017, 2018, and 2019 total cohorts. <b>L1s must have data in Level 2 by 11:59 P.M.</b>	Public School Districts, Charter Schools
October 20, 2023	Staff Evaluation Scores and Ratings <b>Data Due</b>	Overall ratings & subcomponent scores to fulfill reporting requirements under Education Law 3012-d. Staff Evaluation data is one factor in district eligibility for <b>2023-24</b> State Aid. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, BOCES
October 27, 2023	Staff Eval Rating Verification Report <b>Certification Due</b>	Certify accuracy of Staff Evaluation data <b>by the October 27 due date.</b> Form is accessed and must be submitted via SEDMON in <a href="#">NYSED's Application Business Portal</a> .	Public School Districts, BOCES
November 2023	BEDS Day ELL Counts <b>Data Extract</b>	ELL data reported to USED via EDFacts supplies part of the Title III Biennial Evaluation Report. All entities with ELL enrollment must report students with appropriate ELL Eligible program service code in SIRS to be included in the file.	Public School Districts, Charter Schools

**Notes:**

- **LEAs:** For **Data Due** rows, Level 1 Centers establish earlier deadlines for submitting data to them, to allow for processing. Consult your [Level 1 NYSED Systems Support team](#) for your local Level 1 deadlines.
- **BEDS (Basic Educational Data System) day enrollment in the PD System VR1-6 and VR8 as of January 9, 2023, are reported to the USED.**
- A staff record must be present in Staff Snapshot before it can be loaded into other staff templates.
- SIRS 2022-23 **EOY Certification** information is available on the IRS Verification and Certification web page.
- <sup>4</sup> June 9<sup>th</sup> Student Daily Attendance data due row was struck and moved with other May 19<sup>th</sup> data due.

**Acronyms:**

AP =Advanced Placement  
 APPR = Annual Professional Performance Review  
 BEDS = Basic Educational Data System  
 BOCES = Board of Cooperative Educational Services  
 CCD = Common Core of Data  
 CDW = Complete Data Warehouse  
 COSF = Child Outcomes Summary Form  
 CRDC = Civil Rights Data Collection  
 CSDs (with "Big 5": City School District. Otherwise, Central or Community School District)

EDFacts = U.S. Department of Education (ED) repository of state-reported education data  
EFT = ESSA (Every Student Succeeds Act) Financial Transparency  
ELL = English Language Learners  
EOY = End of Year  
ESSA = Every Student Succeeds Act  
FAFSA = Free Application for Federal Student Aid  
FRPL = Free and Reduced-Price Lunch  
IDEx = IRS Data Exchange  
IMF = Institutional Master File  
IRS = NYSED Office of Information and Reporting Services  
L1 = Level 1 (regional data warehouse)  
L2 = Level 2 (statewide data warehouse)  
LEA = Local Educational Agency  
LRE = Least Restrictive Environment  
MBK = My Brother's Keeper  
NYS = New York State  
NYSED = New York State Education Department  
NYSESLAT = New York State English as a Second Language Achievement Test  
PD = PD System (Special Education data collection system)  
QA = Quality Assurance  
SAFT = Stand-Alone Field Test  
SEDMON = State Education Department Monitoring system  
SIRS = Student Information Repository System  
SY = School Year  
UPK = Universal Prekindergarten  
USED = Unites States Education Department  
VR = Verification Report