

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

9/29/2022 | 10/18/2022 ¹ | 1/4/2023 ² | 1/10/2023 ³ |
3/9/2023 ⁴ | 4/7/2023 ⁵ | 4/19/2023 ⁶ | 5/18/2023 ⁷ | 8/24/2023 ⁸ | 9/27/2023 ⁹

(**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 Collection Opens | Level 1 regional data warehouses may begin loading 2022-23 SY 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 | BEDS Collection Opens | 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 Collection Opens | For submission of 2022-23 EFT data in the IDEx. | Public School Districts, Public Schools |
| Early October 2022 | PD System Collection Opens (VR1-9) | (Districts and Nonpublic schools are required to certify 2022-23 data in the PD System 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 Data Due | Last date to submit graduates as of August 31, 2022 , for Total Cohort Graduation Rate reporting. L1s must have data in Level 2 by 11:59 P.M. | Public School Districts, Charter Schools |
| October 31, 2022 | EFT Charter Collection Opens | For submission of 2022-23 EFT 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 Data Due | Preliminary 2022-23 data due. Staff Snapshot must be loaded to SIRS prior to loading any other staff or course data. L1s must have data in Level 2 by 11:59 P.M. | Public School Districts, BOCES, Charter Schools, State Operated Schools |
| November 18, 2022 | BEDS Collection Closes | 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 | EFT Data Due | Initial due date of 2022-23 EFT data in the IDEX. | Public School Districts, Public Schools, Charter Schools |
| January 6, 2023 | BEDS Day Enrollment and FRPL (Free and Reduced- Price Lunch) Data Due | FRPL, enrollment by grade, district of residence, and supplemental enrollment counts <i>submitted via SIRS</i> are collected for calculating preliminary 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 Data Due (VR1-9) | Last date to submit data populating the VR1-9 reports. L1s must have data in Level 2 by 11:59 P.M. 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 |

| Date/ Estimated Date: | Collection Open/ Close; Data Due; Extract Taken; or Certify/Due: | Purpose of Collection: | Applicable To: |
|--------------------------------------|--|--|--|
| 2 January 17, 2023 | Special Ed Certification Due (VR1-6,8) | Districts and nonpublic schools are required to certify data in the PD System 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 | Student Digital Resources Data Due | L1s must have preliminary data in Level 2 by 11:59 P.M. 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 | Preliminary Course Instructor Assignment, Student Class Entry Exit Data Due | All student course data must be up to date in Level 2 by 11:59 P.M. 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) Pre-ID Data Due | Level 1s must have Student Enrollment, Program Service and Demographic data in L2 by 11:59 P.M. 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 | EFT Collection Closes | Absolute last date for EFT 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 | EFT Data Extract | The EFT 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 Data Due | FRPL, enrollment by grade, district of residence, and supplemental enrollment counts <i>submitted via SIRS</i> are collected for calculating preliminary 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 Data Due | Counts of UPK students enrolled through March 15, 2023, collected for calculating UPK grant funding. | Public School Districts |
| ¹ March 24, 2023 | ¹ MBK Grants Program Service records and Liberty Partnership Programs Data Due. | ¹ 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. L1s must have data in Level 2 by 11:59 P.M. on the due date | Public School Districts |
| March 31, 2023 | Regents US History & Government (F) Pre-ID Data Due | (Applies only to Schools selected for sample collection for Pearson.) L1s must have Student Enrollment, Program Service, and Demographic data in L2 by 11:59 P.M. on the due date. L2 then creates the Pre-ID File extract for selected schools for the Vendor to use in creating labels. Student Class Codes: AP U.S. History (04104) U.S. History & Government (Framework) (04101F) | (Pearson sample participants ONLY) Public School Districts, Public Schools, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools |

| Date/ Estimated Date: | Collection Open/ Close; Data Due; Extract Taken; or Certify/Due: | Purpose of Collection: | Applicable To: |
|-----------------------------|--|--|---|
| 6 May 5, 2023 | 6 Day Calendar and Student Daily Attendance Data Due | 6 Student Daily Attendance data (through April 21st) and <i>ALL</i> Day Calendar data must be up to date and in Level 2 by 11:59 P.M. on due date. Starting May 8th , schools and districts should use SIRS-370, and SIRS-375 or SIRS-371 to verify data are accurate for growth purposes. | 6 Public School Districts, Public Schools, BOCES, Charter Schools |
| 4 May 12, 2023 | 4 Final Out of Certification data Extract Taken | 4 The official NYS Out of Certification match is performed at Level 2 on May 12. SIRS-328 Out of Certification report will be frozen as of this date. | 4 Public School Districts, BOCES, Charter Schools |
| 4 May 19, 2023 | 6 Course Instructor Assignment, Student Class Entry Exit Data Due | 4 All student course data must be up to date in Level 2 by 11:59 P.M. on due date and will be extracted for Office of Accountability on May 22, 2023 , for growth purposes. | 6 Public School Districts, Public Schools, BOCES, Charter Schools |
| 6 May 19, 2023 | 6 Day Calendar and Student Daily Attendance Data Due | 6 Student Daily Attendance data (through May 5th) and <i>ALL</i> Day Calendar data must be up to date and in Level 2 by 11:59 P.M. on due date and will be extracted for Office of Accountability on May 22, 2023 , for growth purposes. | 6 Public School Districts, Public Schools, BOCES, Charter Schools |
| 6 May 22, 2023 | 6 Course Instructor Assignment, Student Class Entry Exit, Day Calendar and Student Daily Attendance Extract Taken | 6 Student Attendance data (through May 5 th) and <i>ALL</i> Day Calendar, Course Instructor Assignment, and Student Class Entry Exit data collected through May 19 th are extracted for Office of Accountability for growth purposes. | 6 Public School Districts, Public Schools, BOCES, Charter Schools |
| May/June 2023 | ELL (English Language Learners) Counts and Immigrant Student Counts Data Due (final) | Counts at time of final 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 |

| Date/ Estimated Date: | Collection Open/ Close; Data Due; Extract Taken; or Certify/Due: | Purpose of Collection: | Applicable To: |
|-----------------------------|---|---|---|
| June 2, 2023 | UPK annual enrollment Data Due (final) | Counts of UPK students enrolled through March 15, 2023, collected for calculating UPK grant funding. L1s must have data in Level 2 by 11:59 P.M. on the due date. | Public School Districts |
| ⁵ June 2, 2023 | ⁵ Summer EBT 2023 benefits initial pull Data Due | ⁵ Initial student enrollment, address and FRPL eligibility data due to L2 to calculate Summer EBT 2023 benefits. L1s must have data in Level 2 by 11:59 P.M. on the due date. | ⁵ Public School Districts, Public Schools, Charter Schools |
| ⁵ June 5, 2023 | ⁵ Summer EBT 2023 benefits initial pull Extract Taken | ⁵ Initial student enrollment, address and FRPL eligibility data pulled to calculate Summer EBT 2023 benefits. | ⁵ Public School Districts, Public Schools, Charter Schools |
| June 2023 | Special Ed EOY reports Collection Opens (VR11-16) | (Districts will be required to certify data in the PD System by two due dates: August 7 (VR13,15,16) & September 18 (VR11,12,14), 2023.) | Public School Districts |
| ⁵ June 30, 2023 | ⁵ Summer EBT 2023 benefits FINAL pull Data Due | ⁵ FINAL student enrollment, address and FRPL eligibility data due to L2 to calculate Summer EBT 2023 benefits. L1s must have data in Level 2 by 11:59 P.M. on the due date. | ⁵ Public School Districts, Public Schools, Charter Schools |
| July 3, 2023 | Staff Evaluation Collection Opens | Overall ratings & subcomponent scores for districts and BOCES implementing an APPR plan under Education Law 3012-d. (Data Due October 20, 2023) | Public School Districts, BOCES |
| ⁵ July 5, 2023 | ⁵ Summer EBT 2023 benefits FINAL pull Extract Taken | ⁵ FINAL student enrollment, address and FRPL eligibility data pulled to calculate Summer EBT 2023 benefits. | ⁵ Public School Districts, Public Schools, Charter Schools |
| ⁷ July 14, 2023 | Regents Assessment Data Due | Regents data for State-provided Growth results. L1s must have data in Level 2 by 11:59 P.M. on the due date. | 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 4, 2023 | Special Ed Data Due (VR13,15,16) | Last date to submit data populating VR13,15,16 reports. L1s must have data in Level 2 by 11:59 P.M. on the due date. | Public School Districts |
| August 7, 2023 | Special Ed Certification Due (VR13,15,16) | Districts must certify data as Accurate or Not Accurate in the PD System . Status defaults to Not Accurate for entities that do not certify. | Public School Districts |
| August 18, 2023 | Special Ed EOY (End of Year) Data Due | 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. L1s must have data in Level 2 by 11:59 P.M. | Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies |
| August 18, 2023 | FINAL SIRS EOY Data Due | L1s must have EOY data submitted to Level 2 by 11:59 P.M. Used for federal and State reporting, State Aid allocations, and to make accountability status determinations. (Staff Eval not due until October, see below.) | Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies |
| September 1, 2023 | SIRS EOY Data Certification Due | Statement of Certification certifies accuracy of data submitted by EOY reporting deadline, as applicable per institution type. (Staff Eval not due until October, see below.) | Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools |
| September 15, 2023 | Special Ed Data Due (VR11, VR12, VR14) | Last date to submit Special Ed EOY data. L1s must have data in Level 2 by 11:59 P.M. | Public School Districts |

| Date/ Estimated Date: | Collection Open/ Close; Data Due; Extract Taken; or Certify/Due: | Purpose of Collection: | Applicable To: |
|--------------------------------------|---|--|--|
| September 18, 2023 | Special Ed Certification Due (VR11, VR12, VR14) | Districts are required to certify data in the PD System as Accurate or Not Accurate. Status defaults to Not Accurate for entities not certifying. | Public School Districts |
| ⁸ October 20, 2023 | August Grads, Total Cohort Grad Rate Data Due | Last day to submit August 2023 diplomas for the 2017, 2018, and 2019 total cohorts. L1s must have data in Level 2 by 11:59 P.M. | Public School Districts, Charter Schools |
| October 20, 2023 | Staff Evaluation Scores and Ratings Data Due | Overall ratings & subcomponent scores to fulfill reporting requirements under Education Law 3012-d. Staff Evaluation data is one factor in district eligibility for 2023-24 State Aid. L1s must have data in L2 by 11:59 P.M. | Public School Districts, BOCES |
| October 27, 2023 | Staff Eval Rating Verification Report Certification Due | Certify accuracy of Staff Evaluation data by the October 27 due date. Form is accessed and must be submitted via SEDMON in NYSED's Application Business Portal . | Public School Districts, BOCES |
| November 2023 | BEDS Day ELL Counts Data Extract | ELL data reported to USED via ED Facts 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](#).
- ⁴ June 9th Student Daily Attendance data due row was struck and moved with other May 19th data due.
- ⁹ November 2023 BEDS Day ELL Counts Data Extract row was struck.

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)
EBT = Electronic Benefit Transfer
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 = United States Education Department
VR = Verification Report