

## DEADLINES FOR VERIFICATION AND CERTIFICATION OF 2023-2024 SCHOOL YEAR DATA IN SIRS

9/07/2023 | 9/22/2023<sup>1</sup> | 9/27/2023<sup>2</sup> | 10/11/2023<sup>3</sup> | 10/16/2023<sup>4</sup> | 10/20/2023<sup>5</sup>  
11/10/2023<sup>6</sup> | 12/14/2023<sup>7</sup>

**Note to LEAs:** For **Data Due Dates**, Level 1 Centers establish earlier deadlines for reporting institutions to submit data, to allow time for processing. Please 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; Type of Data Due; Extract Taken; Certification Due:	Purpose of Collection:	Applicable To:
September 25, 2023	Level 2 SIRS data warehouse <b>Collection Opens</b>	L1 regional data warehouses may begin loading <b>2023-24 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 4, 2023	BEDS <b>Collection Opens</b>	For submitting 2023-24 BEDS IMF data.	BOCES, Public School Districts, Public Schools, Charter Schools, Religious and Independent (Nonpublic) Schools
October 5, 2023	EFT School/District <b>Collection Opens</b>	For submission of 2023-24 <a href="#">EFT</a> data in the IDEX.	Public School Districts, Public Schools
October 13, 2023	Immigrant indicator and Crisis Code <b>Preliminary Data Due</b>	To support supplementary Title III funding allocations for those most significantly impacted by newcomers/asylum seekers.	Public School Districts, Public Schools, Charter Schools
(TBD) Early mid-October 2023	PD Data System <b>Collection Opens</b> (VR1-9)	<sup>4</sup> For review and certification of special education data. 2023-24 data are required to be certified <b>in the PD System</b> by January 16, 2024.	Public School Districts, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
October 20, 2023	Immigrant indicator and Crisis Code <b>Final Data Due</b> Date	To support supplementary Title III funding allocation for those most significantly impacted by newcomers/asylum seekers.	Public School Districts, Public Schools, Charter Schools

<b>Date/ Estimated Date:</b>	<b>Collection Open/Close; Type of Data Due; Extract Taken; Certification Due:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
October 23, 2023	EFT Charter <b>Collection Opens</b>	For submission of 2023-24 <a href="#">EFT</a> data in the IDEx.	Charter Schools
<sup>5</sup> October 27, 2023	August Grads <b>Data Due</b>	Last date to submit <b>graduates as of August 31, 2023</b> , for Total Cohort Graduation Rate reporting. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, Charter Schools
<sup>3</sup> November 10, 2023	<sup>3</sup> NYSAA-eligible program service code 0220 <b>Data Due</b>	<sup>3</sup> Identify NYSAA-eligible students for enrollment in DLM Kite Educator Portal. <b>L1s must have data in L2 by 11:59 P.M.</b>	<sup>3</sup> Public School Districts
<sup>3</sup> November 13, 2023	<sup>3</sup> DLM Kite Educator Portal <b>Data Extract</b>	<sup>3</sup> NYSAA enrollment file for loading to DLM Kite Educator Portal.	<sup>3</sup> Public School Districts
November 17, 2023	Staff Snapshot, Staff Assignment <b>Data Due</b>	<b>Preliminary 2023-24 data due.</b> Staff Snapshot must be loaded to SIRS prior to loading any other staff or course data. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, BOCES, Charter Schools, State Operated Schools
November 17, 2023	BEDS <b>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 29, 2023	EFT <b>Data Due</b>	Initial due date of 2023-24 <a href="#">EFT</a> data in the IDEx.	Public School Districts, Public Schools, Charter Schools

<b>Date/ Estimated Date:</b>	<b>Collection Open/Close; Type of Data Due; Extract Taken; Certification Due:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
January 5, 2024	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.  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 are reported to USED and used primarily for the Non- Fiscal Survey of the CCD and other USED offices.	Public School Districts, Charter Schools
<sup>6</sup> January 12, 2024	Special Ed <b>Data Due</b> (VR1- 9)	Last date to submit data populating the VR1-9 reports. <b>L1s must have data in L2 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
<sup>4</sup> January 16, 2024	Special Ed <b>Certification Due</b> (VR1-6,8)	<sup>3</sup> 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/VR9 do not need to be certified; VR10 is informational and does not need to be certified.)	Public School Districts, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
January 26, 2024	Student Digital Resources <b>Data Due</b>	<b>L1s must have preliminary data in L2 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

<b>Date/ Estimated Date:</b>	<b>Collection Open/Close; Type of Data Due; Extract Taken; Certification Due:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
January 26, 2024	<b>Preliminary</b> Course Instructor Assignment, Student Class Entry Exit <b>Data Due</b>	All student course data <b>must be up to date L2 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
<sup>7</sup> February 9, 2024	NYSESLAT Pre-ID <b>Data Due</b>	L1s must have Student Enrollment, Program Service and Demographic data <b>L2 by 11:59 P.M.</b> L2 then creates the extract of 0231 Program Service Codes for schools administering the operational NYSESLAT and 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, 2024	<b>EFT Collection Closes</b>	Absolute last date for <a href="#">EFT</a> data collection. Most schools, districts, and charters will only be given an extension to January 31, 2024, but the Big 5 CSDs have until this date.	Public School Districts, Public Schools, Charter Schools
March 11, 2024	<b>EFT Data Extract</b>	The <a href="#">EFT</a> data in SV_REPORTS is extracted for further QA and creation of data tables to support the public data site.	Public School Districts, Public Schools, Charter Schools
March 15, 2024	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 are reported to the 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 are reported to USED and used primarily for the Non-Fiscal Survey of the CCD and other USED offices.	Public School Districts, Charter Schools
March 15, 2024	<sup>1</sup> UPK enrollment <b>Data Due</b>	<sup>1</sup> Counts of UPK students enrolled on March 13, 2024, collected for calculating UPK grant funding.	Public School Districts

<b>Date/ Estimated Date:</b>	<b>Collection Open/Close; Type of Data Due; Extract Taken; Certification Due:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
March 22, 2024	MBK Grants Program Service records and Liberty Partnership Programs Preliminary <b>Data Due</b> .	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 L2 by 11:59 P.M.</b>	Public School Districts
May 17, 2024	Final Teacher Out of Certification data <b>Extract Taken</b>	<b>The official NYS Out of Certification match is performed at L2 based on data through May 17, 2024.</b> SIRS-328 Out of Certification report will be frozen as of this date.	Public School Districts, BOCES, Charter Schools
May 17, 2024	Day Calendar, Student Daily Attendance, Course Instructor Assignment, and Student Class Entry Exit <b>Data Due</b>	Student Daily Attendance, Day Calendar, and course data must be current <b>through May 3<sup>rd</sup> and in L2 by 11:59pm</b> and will be <b>extracted for the Office of Accountability on May 20, 2024,</b> for growth purposes.	Public School Districts, Public Schools, BOCES, Charter Schools
TBD Late- May, Early- June 2024	ELL 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 7, 2024	<sup>1</sup> UPK enrollment <b>Data Due (final)</b>	<sup>1</sup> Counts of UPK students enrolled on March 13, 2024, collected for calculating UPK grant funding. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts
May 31, 2024	Summer EBT 2024 benefits initial pull <b>Data Due</b>	Initial student enrollment, address and FRPL eligibility data due to L2 to calculate Summer EBT 2024 benefits. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, Public Schools, Charter Schools
June 3, 2024	Summer EBT 2024 benefits initial pull <b>Extract Taken</b>	Initial student enrollment, address and FRPL eligibility data pulled to calculate Summer EBT 2024 benefits.	Public School Districts, Public Schools, Charter Schools

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June 2024	Special Ed EOY PD data system reports <b>Collection Opens</b> (VR11-16)	<sup>3</sup> For review and certification of special education data. 2023-24 data are required to be certified <b>in the PD System</b> by <b>two due dates</b> : August 5, 2024 (VR13,15,16) & September 9, 2024 (VR11,12,14).	Public School Districts
June 28, 2024	Summer EBT 2024 benefits FINAL pull <b>Data Due</b>	FINAL student enrollment, address and FRPL eligibility data due to L2 to calculate Summer EBT 2024 benefits. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, Public Schools, Charter Schools
July 1, 2024	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 18, 2024)	Public School Districts, BOCES
July 1, 2024	Summer EBT 2024 benefits FINAL pull <b>Extract Taken</b>	FINAL student enrollment, address and FRPL eligibility data pulled to calculate Summer EBT 2024 benefits.	Public School Districts, Public Schools, Charter Schools
July 12, 2024	Regents Assessment <b>Data Due</b>	Regents data for State-provided Growth results. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, BOCES, Charter Schools
August 2, 2024	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 L2 by 11:59 P.M.</b>	Public School Districts
August 5, 2024	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

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August 16, 2024	Special Ed EOY 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. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies
August 16, 2024	FINAL SIRS EOY <b>Data Due</b>	<b>L1s must have EOY data submitted to L2 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
August 30, 2024	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
<sup>3</sup> September 9, 2024	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 that do not certify.	Public School Districts
October 4, 2024	August Grads, Total Cohort Grad Rate <b>Data Due</b>	Last day to submit <b>August 2024</b> diplomas for the 2018, 2019, and 2020 total cohorts. <b>L1s must have data in L2 by 11:59 P.M.</b>	Public School Districts, Charter Schools
October 18, 2024	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 are 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

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October 25, 2024	Staff Eval Rating Verification Report <b>Certification Due</b>	Certify accuracy of Staff Evaluation data <b>by the due date</b> .  The form is accessed and must be submitted via SEDMON in <a href="#">NYSED's Application Business Portal</a> .	Public School Districts, BOCES

#### Notes:

- **LEAs:** For **Data Due Dates**, Level 1 Centers establish earlier deadlines for submitting data to them, to allow time for processing. Consult your [L1 NYSED Systems Support team](#) for your local L1 deadlines.
- **BEDS Day enrollment in the PD System VR1-6 and VR8 as of January 8, 2024, are reported to the USED.**
- A staff record must be present in Staff Snapshot before it can be loaded into other staff templates.
- SIRS 2023-24 **EOY Certification** information is available on the [IRS Verification and Certification web page](#).
- <sup>2</sup> November 2024 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)

<sup>3</sup>DLM = Dynamic Learning Maps

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