

Emergency Immigrant Education Program Immigrant Need Code Guidance

The Office of English Language Acquisition Services (OELAS) has created this guidance to assist Arizona's School Districts and Charter Schools to better understand identification and reporting requirements for immigrant children and youth.

When applicable, LEAs are required to enter an **Immigrant Need Code** in their respective Student Information System (SIS) to designate which students are immigrant students per the Federal definition.

As a reminder, section 3201(5) of Title III of the ESEA, as amended by ESSA, defines immigrant children and youth as individuals who:

- (A) are aged 3 through 21;
- (B) were not born in any State; **and**
- (C) have not been attending one or more schools in any one or more States for more than 3 full academic years.

Note: For the definition above, "State" means the 50 States, the District of Columbia, and the Commonwealth of Puerto Rico.

To verify that respective **Immigrant Need Code(s)** have been submitted to AzEDS accordingly, review the **SUPP11 – Support Program Need Data Verification Report**.

To view this report, go to **ADEConnect**, access the **AzEDS Portal** application, click on the **Reports** tab, and select **Support Program** from the menu to find the **SUPP11 – Support Program Need Data Verification Report**.

The screenshot shows the AzEDS portal interface. At the top, there are navigation links for 'System Status', 'Reports', and 'Student Analysis'. Below this is a 'Reports' section with two dropdown menus: 'Fiscal Year' (set to 2023) and 'Local Education Agency' (set to 'Select an Option'). On the left, a vertical menu lists various report categories: 'Student Detail', 'Accountability', 'English Learner', 'Special Education', 'Student-Teacher-Course Connection', 'Support Program', 'SUPP10 - Support Program Data Verification Report', 'SUPP11 - Support Program Need Data Verification Report', 'SUPP72 - Income Eligibility 1 and Income Eligibility 2 Student Indicator Report', and 'CCLC20 - 21st CCLC'. The 'Support Program' category is highlighted in green, and a red arrow points to it. Another red arrow points to the 'SUPP11 - Support Program Need Data Verification Report' item. To the right of the menu, a grey box contains the text 'Reports' and 'Please select a report from the menu.'

Example of a SUPP11 – Support Program Need Data Verification Report for Immigrant Need

SUPP11

A.B.C. Charter Schools (6543)

CTDS: 07-89-10-000

Fiscal Year: 2023

Support Program Need Data Verification Report

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School Year: 2022 - 2023

Report Date: 10/05/2022 03:45 PM

School CTDS: 07-89-10-123

School Name: ABC Mountain Academy (87654)

Need: Immigrant

District Student ID	State Student ID	Last Name	First Name	Middle Name	Gender	Need Entry	Need Exit
1234	14142465	Lee	Timo		M	07/27/22	05/19/23
5678	42422412	Loya	Ladonna		F	07/28/22	05/19/23
9101	92345678	Martinez	Miryam		F	07/28/22	05/19/23
2345	54321010	Santa Cruz	Miguel		M	07/27/22	05/19/23

Need - Total Unduplicated Students: 4 Total Records: 4

School - Total Unduplicated Students: 4 Total Records: 4

District - Total Unduplicated Students: 4 Total Records: 4

NOTES:

- 1) The following needs will not be listed: 'Eligible For Reduced Lunch' and 'Eligible For Free Lunch'
- 2) Migrant need data is being reported for fiscal years FY04 forward by COEStar. If you have questions, or need to have changes made to this data, please contact your staff who reports migrant data to COEStar.



**Office of English Language
Acquisition Services**

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