



2020 Vocational Education Data System (VEDS) County College Data Dictionary

The file will contain all students who were matriculated in a Perkins eligible career and technical education (CTE) program in either the **Fall 2018 or Spring 2019** term. The colleges will be reporting all of the data elements for all of the students in the file.

Timeline:

The final version of a complete VEDS file will be due on **July 20, 2020**. The file will include enrollment data for the preceding academic year (e.g., **Fall 2018 and Spring 2019**). The file will include graduate data through **October 1, 2019** and retention and transfer through the end of the **Fall 2019** term. Performance on post-graduate licensure and standardized tests will be included up through the submission of the file.

Each college is responsible for ensuring the accuracy of the VEDS data prior to the submission. It is highly recommended to compare the current VEDS file with previous one or two years VEDS file for potential coding errors or any other incorrect information before the file is submitted. Once the VEDS file is submitted, the data will be used as it is for Consolidated Annual Report to the federal government at the end of **2020** and Perkins funding and Perkins performance report in the following year’s Perkins Grant Application.

Access to the New Jersey Department of Education (NJDOE) Homeroom folders will be closed shortly after the submission deadline; access will not be available until the next data collection.

File Format:

VEDS file should be submitted in .csv format **with column header**.

Data Field Name	Position	Size	Definition of the Data Field
Rpt_yr	01-04	4	Enter " 2020 " for this column.
County	05-06	2	Institution two-digit county code: <ul style="list-style-type: none"> • 01=Atlantic • 03=Bergen • 05=Burlington • 07=Camden • 09=Cape May • 11=Cumberland • 13=Essex • 15=Gloucester • 17=Hudson • 19=Hunterdon • 21=Mercer • 23=Middlesex • 25=Monmouth • 27=Morris • 29=Ocean • 31=Passaic • 33=Salem • 35=Somerset • 37=Sussex • 39=Union • 41=Warren

Data Field Name	Position	Size	Definition of the Data Field
Last Name	7-56	50	--
First Name	57-106	50	--
State	107-108	2	Student's State of Residence
Zip	109-113	5	Student Zone Improvement Plan (ZIP) Code Format this column to text in order to enter the leading zero.
Ssn	114-122	9	Please do not enter "-" for Social Security Number (SSN); format this column to text in order to enter the leading zero; 9 digits. If the SSN is unavailable, please enter a 9-digit ID with the first digit as "9".
Gender	123	1	Enter <ul style="list-style-type: none"> • 1 = Male • 2 = Female • 3 = Gender Unknown or other
Racial Ethnic	124-125	2	Enter: <ul style="list-style-type: none"> • WT=White; • BL=Black/African American; • HI=Hispanic/Latino; • AS=Asian; • AM=American Indian/Alaskan Native; • PI=Native Hawaiian/Pacific Islander; • MU=Multiple Races; • UN=Race Unknown <p>The designations are used to categorize U.S. citizens, resident aliens, and other eligible non-citizens.</p> <p>Suggested procedure for pulling the data from colleges' database system:</p> <ul style="list-style-type: none"> • Assign as "HI" if student self-reported as Hispanic. Hispanic ethnicity is prioritized over all racial categories. A student should be assigned as Hispanic even if s/he self-reports as belonging to multiple racial categories, so long as Hispanic is one of the selections. • Assign as "UN" if student has not self-reported as belonging to any racial/ethnic category and/or data is unavailable. • Assign as "MU" if student did not self-report as Hispanic and the student has self-reported two or more racial categories without Hispanic as one of them. • Assign as "AM" if student did not self-report as Hispanic and only self-reported as American Indian/Alaskan Native.

Data Field Name	Position	Size	Definition of the Data Field
			<ul style="list-style-type: none"> • Assign as "AS" if student did not self-report as Hispanic and only self-reported as Asian. • Assign as "BL" if student did not self-report as Hispanic and only self-reported as Black/African American. • Assign as "PI" if student did not self-report as Hispanic and only self-reported as Native Hawaiian/Pacific Islander. • Assign as "WT" if student did not self-report as Hispanic and only self-reported as White.
Status	126	1	<p>Enter:</p> <ul style="list-style-type: none"> • 1 = Participant-CTE Major -- A postsecondary student (part-time or full-time) who is matriculated in a NJDOE approved CTE major in an Associate of Science (A.S.), Associate in Applied Science (A.A.S.), Associate in Fine Arts (A.F.A.), certificate, or certificate of achievement program and who by the end of spring semester of the 2018-19 school year, has completed at least one or more college-level course(s). <ul style="list-style-type: none"> ○ These students cannot have degree type of A.A., other associate degree (e.g., Associate of Business Administration [A.B.A.]) or non-matriculated. • 3 = Concentrator – A postsecondary student (part-time or full-time) who is matriculated in a NJDOE approved CTE major in an A.S., A.A.S, A.F.A, certificate, or certificate of achievement program and who by the end of the spring semester of the 2018-19 school year, has earned at least 12 college-level credit hours.
Program Classification of Instructional Programs (CIP)	127-132	6	Enter the program CIP Code for all students in the file. For students with “Status” = 1 or 3, use only CIP Codes included on the Perkins-eligible program list.
Program Code	133-157	25	Enter the program code (e.g., “Acctn”) that is exactly the same as listed on the Perkins-eligible program list. Students with “Status” = 1 or 3 must use codes that are on the NJDOE approved Perkins-eligible program list.

Data Field Name	Position	Size	Definition of the Data Field
Parttime <i>or</i> Fulltime	158	1	Code the students as Part-time if they were Part-time in either the Fall 2018 or Spring 2019 semester. <ul style="list-style-type: none"> • P = Part-time student • F = Full-time student
Degree Type	159	1	An indication of type of certificate or degree conferred by program. Students with status = 1 or 3 must report a degree type of 1, 2, 3, 4, or 5. <ul style="list-style-type: none"> • 1 = Certificate of Achievement • 2 = Certificate • 3 = Associate in Science (A.S.) • 4 = Associate in Applied Science (A.A.S.) • 5 = Associate in Fine Arts (A.F.A.)
Disability	160	1	An individual with any disability as defined in section 3 of the Americans with Disabilities Act of 1990 (42 United States Code [U.S.C] 12102). <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown
ELL	161	1	English Learners. This field is to collect whether the student was enrolled in an English as a Second Language (ESL) course during the reporting year. <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown
Out-of-Workforce Individuals	162	1	Whether the individual who is a displaced homemaker, as defined in section 3 of the Workforce Innovation and Opportunity Act (29 U.S.C. 3102); or who: <ol style="list-style-type: none"> (I) has worked primarily without remuneration to care for a home and family, and for that reason has diminished marketable skills; or (II) is a parent whose youngest dependent child will become ineligible to receive assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) not later than 2 years after the date on which the parent applies for assistance under such title; and (III) is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment. <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown

Data Field Name	Position	Size	Definition of the Data Field
Spp	163	1	<p>Whether student is a single parent or pregnant.</p> <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown <p>Suggested procedure to pull data from college system: Use Federal Financial Aid application. Marital status of the student e.g. single, divorced, widowed, or separated and household size greater than 1 and independent.</p>
Pell Grant	164	1	<p>Whether the student received Pell Grant:</p> <ul style="list-style-type: none"> • 1 = Yes • 2 = No
Type of Competency Measure	165	1	<p>Enter the measure type a concentrator took as a competency test (while in college or within one year of program completion). Please enter only one choice in the following priority order.</p> <ul style="list-style-type: none"> • 1 = Licensure Exam • 2 = Industry Credential Exam • 3 = National Validated Test • 4 = No test available • 5 = Not applicable for the student is a participant
Vocskill	166	1	<p>Enter the result for the competency test:</p> <ul style="list-style-type: none"> • 1 = Pass • 2 = Fail • 3 = No test scores available • 4 = Not applicable for the student is a participant
Graduation Status	167	1	<p>Enter:</p> <ul style="list-style-type: none"> • 1 = Yes (graduated with degree or certificate). Include graduates through October 1, 2019. • 2 = No
Retention or Transfer	168	1	<p>Enter:</p> <ul style="list-style-type: none"> • 1 = Transferred and enrolled at another 2-year or 4-year institution • 2 = Enrolled the following fall at current institution • 3 = Neither enrolled nor transferred

Data Field Name	Position	Size	Definition of the Data Field
With Military Parent	169	1	<p>Whether the student with a parent who is a member of the armed forces (as such term is defined in section 101(a)(4) of Title 10, United States Code); and is on active duty (as such term is defined in section 101(d)(1) of such title)</p> <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown
In or Aged Out Of Foster Care	170	1	<p>Whether the student who is in, or have aged out of, the foster care system</p> <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown
Homeless Individuals	171	1	<p>Whether the student who is a homeless individual described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a)</p> <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Leave blank for unknown