



2020 Vocational Education Data System (VEDS) Adult Data Dictionary

Instructions:

The file will contain all adult students, either full time or part time, who enrolled in a Perkins eligible career and technical education (CTE) program in either the Fall 2018 or Spring 2019 term. The adult students taking classes with secondary students should be reported in the VEDS adult file; the secondary students in the same class with adult students should be reported in the secondary CTE submission through NJ SMART system. Students enrolled in recertification programs should not be reported. Any student reported as an adult or in a postsecondary grade (PG) in the NJ SMART CTE submission in August 2019, must be reported in this VEDS adult file. Only students in grades 9–12 were counted in the NJSMART CTE submission.

Timeline:

The deadline for the VEDS file is June 30, 2020.

Submission:

Districts must use the [NJDOE Homeroom](#) to securely submit the data. Select “CTE (Secondary and Adult)” in the left column and login to the district’s identification page. To login to NJDOE Homeroom, the district’s web-user administrator will need to provide the district’s identification (ID) and password.

Data Field Name	Data Type	Size	Definition of the Data Field
Yos	Text	4	Enter "2020" for the column of Year of Submission as YOS
Co	Text	2	Two-digit county code for the county where district is located: <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	Data Type	Size	Definition of the Data Field
Dist	Text	4	4-digit district code
Sch	Text	3	3-digit school code
Lastname	Text	50	--
Firstname	Text	50	--
Address	Text	50	--
City	Text	50	--
State	Text	2	--
Zip	Text	20	Format this column to text in order to enter the front zero
Ssn	Text	9	Please do not enter "-" for Social Security Number (SSN); format this column to text in order to enter the front zero; nine digits. If you have trouble collecting SSN, please enter assigned numbers with the first five digits as 99999, e.g. 999990001; 999990002; 999990003; 999990004; 999990005.
NJ SMART ID (Student Identification)	Text	10	Leave it blank if it is not available
Dob	Date	10	mm/dd/yyyy
Gender	Text	1	Enter "M" for male, "F" for female
Race (1997 Revised Standards, seven categories)	Text	1	Race: <ul style="list-style-type: none"> "1" for White--A person having origins in any of the original peoples of Europe, North Africa, or the Middle East (except those of Hispanic origin) "2" for Black, non-Hispanic--A person having origins in any of the black racial groups of Africa (except those of Hispanic origin) "3" for Hispanic--Cuban, Central or South American or other Spanish culture or origin, regardless of race. "4" for Asian --A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This includes people from China, Japan, Korea, the

Data Field Name	Data Type	Size	Definition of the Data Field
			<p>Philippine Islands, American Samoa, India, and Vietnam</p> <ul style="list-style-type: none"> • "5" for American Indian or Alaskan native --A person having origins in any of the original peoples of North America (not the people from India), and who maintains cultural identification through tribal affiliation or community recognition. • "6" Native Hawaiian or other Pacific Islander • "7" for two or more races
Classification of Instructional Programs (CIP)	Text	6	--
Program Code	Text	1	Use the program code to distinguish the programs with the same CIP code but with different length. If only one program under the CIP code, then the program code can be left blank.
Status	Text	1	<p>Enter "1" for participant – A postsecondary adult student who is enrolled in a CTE program that prepares him/her to earn a license or industry-recognized certification or take a nationally recognized exam.</p> <p>Enter "2" for concentrator – A postsecondary adult student who has completed a CTE program that prepares him/her to earn a license or industry-recognized certification or take a nationally recognized exam.</p>
Disability	Text	1	Individual with a Disability: Enter "1" for Yes, "2" for No. An individual with any disability as defined in section three of the Americans with Disabilities Act of 1990 (42 United States Code [U.S.C.] 12102)
English Learner	Text	1	<p>The term "English Learner" means an adult or an out-of-school youth who has limited ability in speaking, reading, writing, or understanding the English language and</p> <ul style="list-style-type: none"> (i) whose native language is a language other than English or (ii) who lives in a family environment or community in which a language other than English is the dominant language. <p>Enter "1" for Yes, "2" for No.</p>

Data Field Name	Data Type	Size	Definition of the Data Field
Economic	Text	1	<p>Economically Disadvantaged: Enter "1" for Yes, "2" for No.</p> <p>Individuals from economically disadvantaged families, who require special services and assistance in order to enable them to succeed in vocational education programs.</p>
Pell	Text	1	<p>Student received Pell grant</p> <p>Enter "1"= Yes, "2"= "No"</p>
Out-of-Workforce Individuals	Text	1	<p>Whether the individual who</p> <p>(A) is a displaced homemaker, as defined in section 3 of the Workforce Innovation and Opportunity Act (29 U.S.C. 3102); or</p> <p>(B) who—</p> <p>(i) has worked primarily without remuneration to care for a home and family, and for that reason has diminished marketable skills; or</p> <p>(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</p> <p>(iii) is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.</p> <ul style="list-style-type: none"> • 1 = Yes • 2 = No • Unknown leave blank
Spp	Text	1	<p>Single Parent: including student is a single parent or single pregnant women. Enter "1" for Yes, "2" for No.</p>
With Military Parent	Text	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

Data Field Name	Data Type	Size	Definition of the Data Field
In or Aged Out of Foster Care	Text	1	Whether the student who is in, or have aged out of, the foster care system <ul style="list-style-type: none"> • 1 = Yes • 2 = No
Homeless Individuals	Text	1	Whether the student who is a homeless individual described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a) <ul style="list-style-type: none"> • 1 = Yes • 2 = No
Comptest	Text	1	The technical skill assessment: Enter: <ul style="list-style-type: none"> • "1" for pass, • "2" for fail, • "3" for not tested • "4" for no test available • "5" for no test score available
CompTestDeveloper	Text	1	Competency test developer: type of test for end of program test. Enter the developer who developed the test for CTE students to take as an end of program test. Please enter only one choice in the following priority order: <ul style="list-style-type: none"> • "1" for Licensure Exam; • "2" for Industry Credential Exam; • "3" for National Validated Test; • "4" for Teacher Developed test
VocTestName	Text	50	If the code entered for VocTestDeveloper is "1", "2", "3", please enter the name of the skill test that the student had taken.
Earned Industry-based or Credential Certificate	Text	1	Whether any industry credential or certificate was earned while in the program. Enter 1=Yes, 2=No
Name of the earned industry-based credential or certificate	Text	50	Name of the industry-based credential or certificate that the student earned while in the program.
ExitStat	Text	1	Existing Status <ul style="list-style-type: none"> • Enter "1" for received industry-recognized credential or earned industry-recognized certificate • Enter "2" for program completion certificate.

Data Field Name	Data Type	Size	Definition of the Data Field
			<ul style="list-style-type: none"> • Leave blank for not earning any certificate.
Apprenticeship	Text	1	Enrolled in Apprenticeship program? Enter: <ul style="list-style-type: none"> • “1” for Yes • “2” for No
Enrolled in Fall 2019-2020 (Y/N)	Text	1	Enter: <ul style="list-style-type: none"> • Y” for Yes • “N’ for No