2023-24 CBO Student Demographic Information Format

This format is reported four times per year using the Survey Period Codes:

- 11 (Preliminary data – Students Enrolled as of July 1st)
- 1 (July – September 30 enrollments)
- 2 (October – February enrollments)
- 3 (March – June enrollments)

Submit a student demographic record for each student reported with an Adult Course, Adult Test and Performance, or Supplemental formats for the survey period.

KEY FIELDS:

Item No.	From-To	Size	Field Char.	Excel Field Format	Field Description
1	1-3	3	N	General	Community Based Organization Number
1A	4-6	3	N	General	Institutional Site
2	7-10	4	N	General	Reporting Year
3	11-12	2	N	General	Survey Period Code
4	13-22	10	A/N	Text	Student Number Identifier
5D	23-31	9	N	General	Social Security Number, Student
6D	32-49	17	A/N	Text	Student Name, Last
7D	50-61	12	A	Text	Student Name, First
8D	62-71	10	A	Text	Student Name, Middle/Maiden
9D	72-79	8	N	Date (*3/14/2012)	Birth Date
10D	80-80	1	A	Text	Sex
11D	81-81	1	A	Text	Race: Amer. Indian or Alaska Native
12D	82-82	1	A	Text	Race: Asian

13D	83-83	1	A	Text	Race: Black or African American
14D	84-84	1	A	Text	Race: White
15D	85-85	1	A	Text	Race: Nat. Hawaiian/Other Pacif. Islander
16D	86-86	1	A	Text	Ethnicity
17D	87-88	2	A/N	Text	Grade Level
18D	89-90	2	A/N	Text	Highest School Grade Completed
19D	91-91	1	A	Text	Origin of Schooling, Adult
20D	92-92	1	A	Text	Employment Status
21D	93-93	1	A	Text	Disability
22D	94-94	1	A	Text	Employment Barriers
23D	95-95	1	A	Text	Displaced Homemaker
24D	96-96	1	A	Text	Single Parent and Single Pregnant Woman
25D	97-97	1	A	Text	Withdrawal Reason
26D	98-98	1	A	Text	Ex-Offender
27D	99-99	1	A	Text	Homeless Individuals or Runaway Youth
28D	100-100	1	A	Text	Migrant and Seasonal Farmworker
29D	101-101	1	A	Text	Foster Care Youth
30D	102-104	3	A	Text	Income Status