



V. NGS Reports

The NGS Reports screen allows you to select a variety of data reports. Below is a list of available reports and a brief description of their purpose.

Alternate Student ID Number

This report displays information on student alternate student IDs by State, Region, District or Facility. This report can be run to select students who have an alternate student ID, for students who do not have an alternate student ID or for both categories. Fields shown on this report are: *Student Name, USID, Alternate ID, State, Birth Date, Sex, SSID, Enrollment Date, Grade Level, Enrollment Type, QAD and Generation Date.*

At Risk of Non-Promotion

This report lists students who have the At Risk of Non-Promotion checkbox checked on an enrollment in the selected school year and locale. The fields shown on this report are: *Student Name, USID, SSID, Birth Date, Grade Level, Enrollment Type, Enrollment Date, Withdrawal Date and Generation Date.*

Bi-National

This report is a list of students who have made a move from Mexico or have a homebase in Mexico or both. The fields shown on this report are: *Student Name, USID, Mexican ID, Birth Date, Birth Country, SSID, Homebase Country, Grade Level, Enrollment Date, Withdrawal Date, QAD, From City, From State, From Country, To City and To State.*

CAMP Recruitment

This report shows a list of students who are potential candidates to participate in the College Assistance Migrant Program. CAMP provides funds to students and assists migratory and seasonal farm worker students during their first year at an institution of higher learning. The fields shown on this report are: *Student Name, USID, History ID, Birth Date, Race, Sex, SSID, Residency Date, Enrollment Date, Withdrawal Date, Grade Level, Enrollment Type, QAD, Generation Date, Current Address, Current City, Current State, Current Zip Code, Current Phone Number, Homebase Address, Homebase City, Homebase State and Homebase Zip Code.*

Campus

This report displays a detailed listing of students enrolled at a specified campus given the criteria entered on selection screen. This information helps verify students enrolled in a specific campus or facility. Fields shown on this report are: *Student Name, USID, Birth Date, Grade Level, Enrollment Date, Enrollment Type, Withdrawal Date, QAD and Generation Date.*

COE Family

This report is used to verify students and enrollment information for students. This information will allow you to verify that all children listed on a COE have been entered in

the system under the correct parent. Most information displayed comes straight from the COE form for a family. Fields shown on this report are: *Mother's Name, USID, History ID, Birth Date, Race, Sex, SSID, Residency Date, Enrollment Date, Withdrawal Date, Grade Level, Enrollment Type, QAD, Generation Date, Current Address, City, State, Zip, Phone Number, Homebase Address, City, State and Zip Code.*

Comprehensive Secondary Credit

This report provides a detailed listing of courses taken by a student for grade levels 9-12. This information is used to monitor a student's progress towards graduation. Fields shown on this report are: *Student Name, USID, Birth Date, SSID, Subject, Course Title, Course Type, Grade Level, Term, Year, Partial Grade, Credit Hours, Final Grade and Credit Granted.*

Contact

This report displays shows all the contacts, e.g., GED, Gifted and Talented, Health, High School Counselor, Migrant, Special Needs, Summer Migrant and All Contact Types for a facility. There should be only one of each contact type at a facility in the database. This report allows users to see the information listed in the database for future editing of the information and to maintain a current list of contacts. Fields shown on this report are: *SSID, Contact ID, Position, Contact Type, Phone, Fax and Email Address.*

Continuation of Services

This report displays an unduplicated count and list of students whose eligibility has expired and who are still receiving services. Fields shown on this report are: *Student Name, USID, SSID, Birth Date, Grade Level, Enrollment Type, Race, Enrollment Date, Withdrawal Date, Residency Date, QAD and Generation Date.*

Current City

This report is used to verify address information for students. The fields shown on this report are: *Student Name, USID, Birth Date, Address, City, State, Zip Code, Phone Number and Legal Female Parent.*

Currently Enrolled Student List

This report creates an online report showing students currently enrolled at a particular facility. This information helps verify enrollments at a facility. This report is created instantly and the data is displayed in the Internet Browser window, ready for printing. Fields shown on this report are: *Student Name, USID, Sex, Gender, Birth Date and Grade Level, Enrollment Date and Enrollment Type.*

District

This report displays all enrollment lines within a specified period and allows users to verify information on student enrollments for a specified district. Fields shown on this report are: *Student Name, USID, Birth Date, Grade Level, Enrollment Date, Enrollment Type, Withdrawal Date, SSID, QAD and Generation Date.*

Drop Out

This report shows either a count of students who have dropped out and a detailed listing for these students including enrollment and drop out dates or just a count of students who have dropped out. The fields shown on the detailed listing of dropped out students are: *Student Name, USID, Birth Date, SSID, Grade Level, Enrollment Date, Withdrawal Date and Drop Out Date.*

Duplicate Student

This report displays a detailed listing of all students who may be listed in the system more than once. This report is used to verify the information for these students and to allow for consolidating the students who appear to have more than one record. Fields shown on this report are: *Student Name, USID, Birth Date, Sex and Female Parent.*

Early Childhood Recruitment

This report displays information from the COE Family Report. This report includes children ages P0 through P5 and can be used to verify the student addresses and phone numbers. The information on this report will provide a list of current or legal parents to contact for recruiting eligible migrant children into an early childhood program. The fields displayed on this report include: *Legal Mother, Current Mother, Current Address, Current City, Current State, Current Zip Code, Current Phone Number, Homebase Address, Homebase City, Homebase State, Homebase Zip, Homebase Phone Number, Student, DOB, Enrollment Date and School Name.*

End of Eligibility

This report displays eligible students who are nearing the end of their eligibility at the end of the current school year or school year selected on the report. Fields shown on this report are: *Grade level, USID, Student Name, SSID, Birth Date, QAD and Generation Date.*

Enrollment Comments

This report displays all enrollment comments within a specified period and is to be used to review comments being entered on NGS. The fields displayed on this report are: *Student Name, USID, History ID, SSID, Enrollment Date, Enrollment Type, Generation Date and Comment.* For the Residency-only student reports, NGS uses the generation date for an enrollment record if an enrollment date does not exist.

Facility

This report is used to verify demographic information for facilities. Fields listed on this report are: *Facility Name, SSID, Region, County, District, Plant Number, Address, City, Zip Code and School Wide Indicator.*

Formal/Informal Assessments

This report displays a detailed listing of any assessments assigned to a student. Fields shown on this report are: *Student name, USID, Birth Date, SSID, Grade Level, Assessment Type, Formal Type, Assessment Name, Assessment Result and Assessment Date.*

Gender and Race/Ethnicity Count

This report shows an unduplicated count of migrant children enrolled or who participated in services at a facility based upon their gender and race/ethnicity. This report can be generated by State, Region or District.

Grade/Age Distribution Summary

This report allows users to check students for incorrect grade level and/or incorrect age entries for a particular facility. Fields displayed on 'Include Names on Report' version of this report are: *Student Name, USID, Birth Date, Grade Level, Age, Enrollment Date, Enrollment Type, Withdrawal Date, QAD and Generation Date.*

HEP Recruitment

This report helps identify a list of potential candidates who are 16 years or older and not currently enrolled in school. These candidates are students who may be eligible to obtain the equivalent of a secondary school diploma and subsequently to gain employment or to begin postsecondary education or training. This program provides funds to students and assists migratory and seasonal farm worker's students. The fields shown on this report are: *Student Name, USID, History ID, Birth Date, Race, Sex, SSID, Residency Date, Enrollment Date, Withdrawal Date, Grade Level, Enrollment Type, QAD, Generation Date, Current Address, Current City, Current State, Current Zip Code, Current Phone Number, Homebase Address, Homebase City, Homebase State and Homebase Zip Code.*

Here to Work

This report lists students who have the "Here To Work" checkbox checked on the enrollment screen of an enrollment in the selected school year and locale. The fields shown on this report are: *Student Name, USID, SSID, Birth Date, Grade Level, Enrollment Type, Enrollment Date, Withdrawal Date, Qualifying Arrival Date and Generation Date.*

Homeless

This report shows the "students" who have been designated as homeless during a given school year for a specific State, Region, District or Facility. The fields shown on this report are: *Name, USID, SSID, Birth Date, Grade Level, Enrollment Type, Enrollment Date, Withdrawal Date, Residency Verification Date, QAD and Generation Date.* (Note: This report is used by our Consortium States and is not an option in Texas.)

Individual Supplemental Programs

This report is used to verify information in the system and enable the users to ensure proper assignment of supplementals. The time period used in the Supplementals OME report is the same that is used for this report. The fields shown on this report include: *Supplemental Name, Student Name, USID, Birth Date, Sex, SSID, Enrollment Date, Enrollment Type, QAD and Supplemental Generation Date.*

Labels

This report gives a list of students and address information that can be used to create labels by specific state, region, district or facility. The fields listed on the report are: *Last Name, First Name, Middle Name, Address, City, State, Zip Code and Type*. The type field tells you whether the address is a physical, mailing or homebase address.

LEP Count

This report shows the migrant children who have been assigned the student designation of **LEP** (Limited English Proficient). This designation is also used to tie students to the 'Priority for Service' report on NGS. Fields shown on this report are: *Student Name, USID, SSID, Grade Level, Enrollment Type, Enrollment Date and Generation Date*.

LEP, NEP & FEP Count

This report shows the migrant children who have been assigned the student designation of **LEP**, **NEP** and/or **FEP**. These designations are also used to tie students to the 'Priority for Services' report on NGS. The fields shown on this report are: *Student Name, USID, SSID, Grade Level, Enrollment Type, Enrollment Date and Generation Date*.

Max Enrollment History

This report displays the latest or most current enrollment line for a student within the enrollment year and grade selected. Fields shown on this report are: *Student Name, USID, Birth Date, SSID, Enrollment Date, Withdrawal Date, Grade Level, Enrollment Type, QAD and Generation Date*.

Medical Alert

This report is used to verify medical alert records assigned to students. The fields shown on this report are: *Student Name, USID, SSID, Alert ID, Alert Name, Medication Name, Alert Date, Medication Date, Alert Type, Alert Level and Contact ID*.

Middle School/Jr. High Course History

This report shows all courses for a student in a given facility for a specified school year. It helps verify information in the system and show a student's progression towards graduation. The fields shown on this report are: *Student name, USID, Birth Date, QAD, Enrollment type, SSID, Subject, Course Title, Course Type, Grade Level, Term Year, Partial Grade, Course Hours, Final Grade and Credit Granted*.

Migrant Continuing Enrollment/Residency

This report includes current enrollment information and blank fields for the COE number and term year information. Included on this report are the fields **From City** and **To City**, showing the city information included with the current enrollment. The fields shown on this report are: *Student Name, Sex, Birth Date, Residency Date, SSID, Enrollment Date, Enrollment Type, Grade Level, USID, QAD, Family ID number, From City and To City for current enrollment line*. (This report was created specifically for Illinois.)

Migrant Student Mobility

This report allows users to view information pertaining to where students are migrating to and from for a specified district or facility. This report provides a list of students by geographical areas of migration for a campus or district by the enrollment year requested. The enrollment, withdrawal and arrival dates are also included on this report. The data is sorted by the 'From State' and 'From City' field information. Fields displayed on this report are: *Student Name, USID, Birth Date, SSID, Grade Level, Enrollment Date, Withdrawal Date, QAD, From City, From State, To City and To State.*

NCES

This report shows the unique student counts for every facility within the state that has any students. The report lists the counts by region, county, district and SSID. The fields shown on this report are: *State, SSID, Region, County, District, Plant, School Name and Student Count.*

On Time for Graduation

This report shows students who are On Time for Graduation, Not On Time for Graduation or both, within the enrollment year and grade selected. Fields shown on this report are: *SSID and Grade Level.*

Out of School Youth

This report shows students who currently have their latest enrollment set as out of school for the school year chosen. The fields displayed on this report are: *Student Name, USID, SSID, Birth Date, Enrollment type, Enrollment date, Withdrawal date, Residency date, QAD and Generation Date.*

Partial Credit

This report displays information for students who have earned credits for a particular course, but who have not completed the course. The report shows how many course hours have been completed for each course, as well as, any partial grade and credits granted. This report helps users identify which students, if any, require consolidation of partial credits. Fields shown on this report are: *Student Name, USID, Enroll SSID, Enroll Date, Withdraw Date, Course Title, Credit SSID, Grade, Enrollment Type, Course Section, Course Type, Session Type, Term Year, Partial Grade and Course Hours.*

Participants by Grade and Term

This report shows an unduplicated count of participating students by grade level within a term. The definition of a "participant" is a student who receives migrant funded supplemental services. This report shows the count of students by regular and summer/intersession terms. If a student participates in both a regular and summer enrollment, NGS counts the student once for each term. In order for this report to work correctly, supplemental services must first be entered for every child in your program. This report can be generated for an academic year for State, Region or District counts. The fields shown on this report are: *Grade Level, Regular Term and Summer Term.*

PFS Tracking

This report is used to verify whether Priority for Service Reports have been run. Fields shown on the report are: *Region, County, District, SSID and a column for each month of the school year.*

Priority for Service

This report displays a list of students who are either failing or at risk of failing to meet the State's academic standards and whose education has been interrupted during the regular school year. Fields shown when running this report are: *Student Name, USID, SSID, Birth Date, Grade Level, Enrollment Type, Race, Enrollment Date, Withdrawal Date, Residency Date, QAD, Generation Date and Priority Reason.*

Project SMART

This report shows students' Pre, Mid and Post Test results along with State Math Assessment results and participation in Project SMART and MASTERS. The fields shown on this report are: *Name, USID, Grade, Pre, Mid and Post Test results, State Math Assessment, Project SMART and MASTERS.*

Qualifying Activity

This report is used to verify the information for these students and double check the qualifying activity data being stored in NGS. The fields shown on this report are: *Student Name, USID, Birth Date, Enrollment Date, Enrollment Type, Withdrawal Date, QAD, Generation Date, From City, From State, To City, To State and Qualifying Activity.*

Recently Mobile Migrant Students

This report shows migratory patterns for students by State, Region, District or Facility. This report uses the QAD to qualify the data retrieved for the report. If a date is entered in the QAD field, then students with a QAD after that date will be included in the report. If the QAD field is left blank, then students with a QAD after 8/1 of the previous school year will be retrieved. This report lists the student's information according to the "from" and "to" data for each student. The fields displayed on this report are: *Student Name, USID, Birth Date, USID, Enrollment Date, Grade Level, Withdrawal Date, QAD, From City, From State, To City, To State and Generation Date.*

Recruiter

This report displays the "students' enrollment records" during a given school year who have a recruiter assigned to them, no recruiters assigned to them or both. Fields shown on this report are: *Student's Name, USID, History ID, SSID, Recruiter ID, Recruiter Name, Recruiter School, Grade, Enrollment Type, Enrollment Date and QAD.*

Recruiter/Reviewer

This report shows the "recruiters/reviewers" during a given school year for a specific State, Region, or District. The fields shown on this report are: *Name, Recruiter ID, State, Region, County, District, SSID, Certification ID, Training Date and Certification School Year.*

Retention

This report is used to verify information for these students and measure the percentage of retention for a given area or facility. The fields shown on this report are:

Supplemental Name, Student Name, USID, Birth Date, Sex, SSID, Enrollment Date, Enrollment Type, QAD and Supplemental Generation Date.

Residency Verification Date

This report is used to verify whether students have been assigned residency verification dates within a specific reporting period. Fields shown on this report are: *Name, USID, History ID, SSID, Birth Date, Grade Level, Enrollment Type, Enrollment Date, Withdrawal Date, Residency Verification Date and Generation Date.*

Secondary Credit for Mobile Youth

This report shows students who are not receiving credits or have unresolved credits. This information can be used to reconcile students for a facility. The fields shown on this report are: *Student Name, USID, Birth Date, QAD, Enrollment Type, SSID, Subject, Course Title, Course Type, Grade Level, Term Year, Partial Grade, Course Hours, Final Grade and Credit Grant.*

Schoolwide Program

This report shows a Schoolwide count for participating students. This report shows a count of campuses which have had a student participate in one of the Schoolwide campus types. The report can be run by State, Region or District for an academic year. The fields shown on this report are: *School Wide Type and the count for each type.*

Short Duration Move

This report shows students selected by State, District or Facility entered. The students have to have made a move for less than 7 days and across school district boundaries. The fields included on this report are *Parent, Student, USID, History ID Number, SSID, Grade, Residency Date, Enrollment Date, QAD, Generation Date and the Span (total number of days in move).*

Special Needs

This report is used to verify students who have a special needs record. The fields shown on this report are: *Student Name, USID, Grade Level, Need Name, Need Start Date, Need End Date, Need Type, SSID and Contact ID.*

Student Graduation Plan and Year

This report is used to verify whether students have been assigned a graduation plan. Fields shown on this report are: *Student Name, USID, Grade Level, Graduation SSID, Graduation State, Graduation Plan and Graduation Year.*

Student Immunization

This report shows immunization information for students. Students will appear on this report if he/she has received at least one immunization. The data on the report includes the immunization type, immunization name and immunization date for each student.

This report is used to verify which students have the required immunizations needed for admission to a facility or district. The fields shown on this report are: *Student Name, USID, Birth Date, Grade Level, Immunization Date and Immunization Date.*

Student Health Screening

This report shows health information for students in a specific State, Region, District or Facility. This report is used to review the health exams performed on the students. The fields shown on this report are: *Student Name, USID, Birth Date, Grade Level, Exam Type, Exam Result, Exam Year and Contact ID.* (Not required in Texas)

Student Monitoring

This report shows a list of students and several components in their file. The components shown for each student are Course Histories, Immunizations, State Assessments, Graduation Plans and Alternate IDs. This report shows a snapshot of records existing for each student. It is used to determine where insufficient data exists in selected student records. The fields shown on this report are: *Student Name, USID, Birth Date, Enrollment Date, Enrollment Type, Withdrawal Date, QAD, Generation Date, Course History Subject, Course History Title, SSID, Grade Level, Partial Grade, Course Hours, Final Grade, Credits Granted, State Assessment, Assessment Date, District, Grade Level, Reading Met Minimum, Math Met Minimum, Writing Met Minimum, Science Met Minimum, Social Studies Met Minimum, Immunizations, Immunization Type, Immunization Date, SSID, Graduation Plan State, Graduation Plan School Name, Plan Title, Graduation Year, Alternate ID State and Alternate ID.*

Student Termination

This report shows a summary count of terminated students with a detailed listing for the students including enrollment and termination dates or a summary count of terminated students categorized by the termination reason. The report is used to verify proper assignment of termination codes and dates. The fields shown on the detailed listing of terminated students are: *Student Name, USID, Birth Date, SSID, Grade Level, Enrollment Date, Withdrawal Date, Termination Type and Termination Date.*

Supplemental Program Count

This report displays a count of migrant students receiving supplemental programs (instructional programs or support services) that are MEP (Migrant Education Program) funded. This report can be generated by enrollment terms for district or state counts. Fields shown on the detailed report are: *SSID, Student Name, USID, Grade Level, Enrollment Type, Enrollment Date, Generation Date and Supplemental Type.*

Two Year Olds Turning Three Report

This report displays the “students” who are turning three years old during a given school year. Fields shown on this report are: *Name, USID, History ID, SSID, Birth Date, Grade Level, Enrollment Type, Enrollment Date, Withdrawal Date, Residency Verification Date and Generation Date.*

Unassigned Contact

This report shows facilities that do not have a particular contact assigned to that facility. The types of assignable contacts for a facility include Gifted and Talented, Migrant, Special Need, GED, Health and High School Counselor. Each facility in the database can have one of each contact type listed above. Thus, the facility TXBTGS can have one Migrant contract, one Special Need contact and so forth. This report allows users to see which facilities do not have the appropriate contact types listed in the system. The fields listed on this report are: *Facility Name, SID, Region, County, District, Plant Name, Address, City, State, Zip Code and Schoolwide Indicator Number.*

Unique Student Count Report

This report displays an unduplicated count of students by district based on a 12-month eligibility count. Fields shown on the this report are: *Student Name, USID, SSID, Birth Date, Grade Level, Enrollment Type, Race, Enrollment Date, Withdrawal Date, Residency Verification Date, QAD and Generation Date.*

User Monitoring and Report Count

This displays a summary of reports requested by NGS users during the specified time period. The fields displayed on this report are: *Region, County, District, User ID, User Name, Report Name and Requested Date.* (Note: This report is only accessible to regional level users and above.)