

CAP

CODES

ABR Needs

- F Full Accessibility
- P Partial Accessibility
- N Not Accessible
- 1 First Floor Only

ABR Codes

- A ABR Site required for ambulatory reason
- H ABR site required for hearing reason
- N No ABR Site required
- V ABR Site required for visual reason
- C Any combination of above not N

Age Indicator

- P Preschool Student (CPSE only)

Agency/Facility

- 01 Assessment Authorization
- 02 Nickerson
- 03 Department of Health
- 04 Hospital/Clinic
- 05 Outside Agency
- 06 Private Clinician
- 07 Contract Agency

Ambulation

- 1 No Difficulty Walking
- 2 Some Difficulty Walking
- 3 Cannot Climb Stairs
- 4 Uses Wheelchair
- 5 Not Ambulatory
- 6 Other

ARCHIVE REASON

- Y Archived – Under 17 & Discharged
- R Reactivate After Archived
- Z Reactivated After Archived & Discharged
- D Archived – Over 17 & Discharged
- O Archived – Over 23

Assistive Technology

- 01 Computers, Laptops and Desktops
- 02 Printers
- 03 Software

- 04 Scanners
- 05 Chairs
- 06 Desks
- 07 Prone Stander
- 08 Toilet Seats
- 09 Walkers
- 10 Other Adaptive Equipment
- 11 Dynovox/Dynamyte/Dynamo
- 12 Message Mates
- 13 Easy Listener
- 14 FM Unit
- 15 Other Augmentative Communication
- 16 Other

Attendees (other than mandated)

- C Classroom Teacher
- D Doctor
- E Evaluation Site
- P Parent/Guardian
- T Translator
- Z Other

Authorization Type/Codes

- AD Readmit
- AE Authorization Based on Evaluation
- AN Authorization: No Change in School or Program (CPSE Only)
- AT Authorization from a Transfer
- BU Batch Update
- DN Authorization Denied (CPSE only)
- RA Reapplication
- RG Articulation
- TI Information Came from Teacher Turnaround

Bilingual Service

- N No Bilingual Instruction Necessary/Eng only
- B Full Bilingual Instruction Services
- S Exception to Bilingual Services (ESL only)
- X Bilingual Assess Determination- no ESL/BIL

Birthplace: Country

AF Afghanistan
AL Albania
AG Algeria
AO Angola
AN Antigua & Barbuda
AR Argentina
AA Armenia
AS Australia
AU Austria
AZ Azerbaijan
BF Bahamas
BA Bahrain
BG Bangladesh
BB Barbados
BE Belgium
BH Belize
BS Belarus
BN Benin
BD Bermuda
BT Bhutan
BI Bosnia & Herzegovina
BL Bolivia
BC Botswana
BR Brazil
BW British West Indies
VI British Virgin Islands
BO Brunei Darussalam
BU Bulgaria
BK Burkina Faso
BM Burma
BY Burundi
CB Cambodia
CM Cameroon
CA Canada
CV Cape Verde
CT Central African Republic
CD Chad
CI Chile
CH China
CO Colombia
CN Comoros
CF Congo
CS Costa Rica
CR Croatia
CU Cuba

CY Cyprus
CP Czech Republic
CZ Czechoslovakia
DA Denmark
DJ Djibouti
DO Dominica
DR Dominican Republic
EC Ecuador
EG Egypt
ES El Salvador
EK Equatorial Guinea
EA Estonia
ET Ethiopia
FJ Fiji
FI Finland
FR France
FG French Guiana
FP French Polynesia
FW French West Indies
GB Gabon
GA Gambia
GM Germany
GH Ghana
GR Greece
GJ Ggrenada
GD Guadeloupe
GT Guatemala
GV Guinea
GU Guinea Bissau
GY Guyana
HA Haiti
HO Honduras
HK Hong Kong
HU Hungary
IC Iceland
IN India
ID Indonesia
IR Iran
IZ Iraq
IS Israel
IT Italy
IV Ivory Coast
JM Jamaica
JA Japan
JO Jordan
KA Kazakhstan
KE Kenya

| | | | |
|----|--------------------------------------|----|--------------------------------|
| KI | Kiribati | PK | Pakistan |
| KS | Korea | PN | Panama |
| KU | Kuwait | PP | Papua New Guinea |
| KY | Kyrgyzstan | PA | Paraguay |
| LA | Laotian People's Democratic Republic | PE | Peru |
| LV | Latvia | RP | Philippines |
| LE | Lebanon | PL | Poland |
| LT | Lesotho | PO | Portugal |
| LI | Liberia | QA | Qatar |
| LY | Libya | EI | Republic of Ireland |
| LC | Liechtenstein | RO | Romania |
| LH | Lithuania | RU | Russia |
| LU | Luxembourg | RW | Rwanda |
| MC | Macao | ST | Saint Lucia |
| ME | Macedonia | WS | Samoa (Western) |
| MA | Madagascar | SB | San Marino |
| MI | Malawi | SN | Singapore |
| MY | Malaysia | SK | Slovak Republic |
| SM | Sao Tome and Principalities | SA | Slovenia |
| SR | Saudi Arabia | SI | Solomon Islands |
| SG | Senegal | SO | Somalia |
| SE | Seychelles | SF | South Africa |
| SL | Sierre Leone | SP | Spain |
| MR | Mauritania | CE | Sri Lanka |
| MP | Mauritius | SV | St. Vincent and Grenada |
| MV | Maldives | SC | St. Kitts & Nevis |
| ML | Mali | SU | Sudan |
| MT | Malta | NS | Surinam |
| MS | Marshall Island | WZ | Swaziland |
| MX | Mexico | SW | Sweden |
| MF | Micronesia (Federal States) | SZ | Switzerland |
| MD | Moldova | SY | Syria |
| MG | Mongolia | TW | Taiwan |
| MO | Morocco | TJ | Tajikistan |
| MZ | Mozambique | TZ | Tanzania |
| MM | Myanmar | TH | Thailand |
| NM | Namibia | TO | Togo |
| NB | Nasu | TG | Tonga |
| NP | Nepal | TD | Trinidad & Tobago |
| NA | Nether Antilles | TS | Tunisia |
| NL | Netherlands | TU | Turkey |
| NZ | New Zealand | TK | Turkmenistan |
| NU | Nicaragua | TV | Tuvalu |
| NG | Niger | UG | Uganda |
| NI | Nigeria | UA | Ukraine |
| NO | Norway | TC | United Arab Emirates |
| MU | Oman | UK | United Kingdom (Great Britain) |

[For United States see "Birthplace: U.S." Pg.4]

UY Uruguay
UZ Uzbekistan
YE Yemen
YO Yugoslavia
CG Zaire
ZA Zambia
VA Vanuatu
VN Vietnam
VE Venezuela
ZI Zimbabwe

Birthplace: United States

01 Alabama
02 Alaska
03 American Samoa
04 Arizona
05 Arkansas
06 California
07 Canal Zone
08 Colorado
09 Connecticut
10 Delaware
11 District of Columbia
12 Florida
13 Georgia
14 Guam
15 Hawaii
16 Idaho
17 Illinois
18 Indiana
19 Iowa
20 Kansas
21 Kentucky
22 Louisiana
23 Maine
24 Maryland
25 Massachusetts
26 Michigan
27 Minnesota
28 Mississippi
29 Missouri
30 Montana
31 Nebraska
32 Nevada
33 New Hampshire

34 New Jersey
35 New Mexico
36 New York, upstate

[Note: For "New York City," see #88. For boroughs, see #64-68.]

37 North Carolina
38 North Dakota
39 Ohio
40 Oklahoma
41 Oregon
42 Pennsylvania
43 Puerto Rico
44 Rhode Island
45 South Carolina
46 South Dakota
47 Tennessee
48 Texas
49 Utah
50 Vermont
51 Virginia
52 Virgin Islands
53 Washington
54 West Virginia
55 Wisconsin
56 Wyoming
61 Nassau and Suffolk Counties
62 Westchester and Rockland Counties
(Note: The following codes are to be used only as birthplace codes)
64 Manhattan
65 Bronx
66 Brooklyn
67 Queens
68 Staten Island
88 New York City

Borough Codes

(Note: These codes are not to be used as birthplace codes)

K Brooklyn
M Manhattan
Q Queens
R Staten Island
X Bronx
Y Outside New York City
Z Out of State

Cascade Steps

- B DOE Bilingual assessment Personnel
- C Contract Agency Bilingual Assessment Personnel
- A Assessment Authorization Personnel
- T DOE Teacher Serving as Interpreter
- G Trained Interpreter (College Graduate)
- N Trained Interpreter (Non-College Grad.)
- V Bilingual Community Volunteer Interpreter
- E Conducted in English
- X Exception to Bilingual Instruction

Case Closings (with evaluation type and status constraints)

- 40 Pending Decision Tuition Reimbursements
- 50 Preschool Student not attending 2 Month. Program
- 62 Placement not Available for student Turning Five (initial; Preschool only)
- 63 CPSE Assessments Deferred (Initial Evaluation Only)
- 64 Parent Withdrawal (Initial; Evaluation and Placement)
- 65 Moved from New York City (Initial, Review, and Triennial; Evaluation and Placement)
- 68 OMR/OMH/ESS facility (Initial, Review, and Triennial; Evaluation and Placement)
- 70 Non Handicapped by CPSE-Case Close Turning five
- 77 Parent Non-Response (Initial; Evaluation and Placement)
- 78 Parent Refusal to Consent (Initial; Evaluation and Placement)
- 81 Triennial Withdrawn/Student Attending New York City Private School/Residential
- 82 Triennial Referral Withdrawn (Triennial; Evaluation Only)
- 85 Referral Withdrawn by Referring Party (Review; Evaluation Only)
- 90 Long-Term Hospitalization (Initial, Review, and Triennial; Evaluation and Placement)
- 92 Authorized but Has Not Attended (Initial; Placement Only)
- 94 LTA/SAR Classes (Review and Triennial; Evaluation and Placement)

- 95 Discharged/Over 17 (Review and Triennial; Evaluation and Placement)
- 97 Discharged/Other Reasons (Review And Triennial; Evaluation and Placement)
- 99 Parochial/Private School, Needs Annual Review/Triennial

Class Allocation Status Codes

- B Request Closing- Approved
- E Request Denied
- F Request Closing Denied
- L Paraprofessionals Denied
- O Allocated
- R Paraprofessionals Approved
- T Unit Teacher Approved
- V Unit Teacher Denied

Class Codes

(See page 17)

Class Status Codes

- A Allocated
- C Closed
- F Frozen
- U Unallocated

Conference Outcome

- A Deferred for agency school Placement (CSE Only)
- C Deferred for CBST (CSE only)
- D Deferred before a recommendation is made
- H Recommended CSE Review
- R Program Recommendation Made

Conference Type

- A Annual Review
- B CSE Reconvened after Program Recommendation
- C CSE Review (Full Committee meeting)
- E EPC Review (Sub- Committee meeting)
- H Outcome the Result of Hearing Officer Decision
- M EPC Reconvened prior to Program Recommendation
- N Combined EPC/CSE Conference
- O Outcome the Result of Court Order
- P CSE Review Reconvened prior to Program Recommendation

- R EPC Reconvened after Program Recommendation
- S Outcome the Result of Commissioner's Decision
- V Teacher Conference

CPSE Services

Center based Programs

- CA 25 hours per week
- CB 12.5 hours per week
- CC 15 hours per week
- CD 20 hours per week
- CE 22.5 hours per week
- CF 27.5 hours per week
- CG 13.75 hours per week
- CH 17.5 hours per week
- CI 10 hours per week
- CM Partial Service

Integrated Programs

- IA (Class Code I06) 25 hours per Week
- IB (Class Code 126) 12.5 hours Per week (Class Code S26) Superstart Plus
- IC (Class Code I36) 15 hours per Week (Class Code S36) Superstart Plus
- ID (Class Code I56) 20 hours per week (Class Code S56) Superstart Plus
- IE 22.5 hours per week
- IF 27.5 hours per week
- IG 31.66 hours per week
- IH 30 hours per week
- II 17.5 hours per week

CPSE Class/Program : Itinerant Service

- IS Minimum 2 Hours per Week

Day/Per-Session

- D Day
- P Per-session

Day/Residential Recommend.

(Note: Agency/CBST-referred cases only)

- D Day
- R Residential

Diploma Type

- B1 Basic 1, Diploma
- B2 Basic 2, Non-Diploma

Disability

- AU Autistic
- DF Deaf
- ED Emotionally Disturbed
- HH Hard of Hearing
- LD Learning Disabled
- MH Multiply Handicapped
- MR Mentally Retarded
- OH Other Health Impaired
- OI Orthopedically Impaired
- PD Preschool Student with a Disability (CPSE only)
- SI Speech Impaired
- TB Traumatic Brain Injury
- VI Visually Impaired
- NH Non Handicapped (CPSE)

Discharge Reason

- 02 Obtained Employment Certificate
- 04 Under Six Years of Age
- 06 Admitted to Parochial School
- 07 Admitted to Business or Trade School
- 08 Admitted to Private School
- 09 Private Non-BOE Home Instruction
- 10 In Institution
- 11 Moved or Transferred from NYC
- 12 Not Found
- 15 Deceased
- 19 Discharged or Graduated by Other H.S
- 20 College Early Admit
- 21 Over 21/Legal Discharge Date
- 22 Received Local Certificate
- 23 Received High School IEP Diploma
- 24 Received Evening High School Diploma
- 25 Non-USA High School Diploma
- 26 Received Day High School Local Diploma
- 27 Received Day H.S. Regents. Diploma
- 28 Received day H.S. Diploma With Honors
- 29 Previously Received a Local Certificate IEP Diploma or HS Equivalency Diploma
- 30 Received High School Equivalency

- 31 Enrolled in NYS approved GED program
- 32 Enrolled in Outreach Center
- 33 Enrolled in a NYC Evening H.S. for Diploma
- 34 Enrolled in Vocational Training
- 35 Enrolled in Military Training
- 36 Enrolled in High School Equivalency
- 38 Enrolled in GED in Same School
- 39 Over 17
- 40 Discharged from Family Court
- 42 Discharged from Non Public Pre-School.
- 44 Discharged to Rehabilitation Center
- 52 Return to GE (Non CSE only)
- 74 Expelled Extended Suspension
- 97 Discharged from State Funded Private School
- 98 Discharge from BOE-Funded Private School.
- 99 Prior year Discharge; Type, Date Not Reported

- 20 Community School District 20
- 21 Community School District 21
- 22 Community School District 22
- 23 Community School District 23
- 24 Community School District 24
- 25 Community School District 25
- 26 Community School District 26
- 27 Community School District 27
- 28 Community School District 28
- 29 Community School District 29
- 30 Community School District 30
- 31 Community School District 31
- 32 Community School District 32
- 75 Citywide Programs
- 78 High School
- 98 Out of City
- 99 Out of State

Discharged By

- A Discharged by ATS
- C CPSE Administrator
- V School
- S Supervisor

District

- 01 Community School District 1
- 02 Community School District 2
- 03 Community School District 3
- 04 Community School District 4
- 05 Community School District 5
- 06 Community School District 6
- 07 Community School District 7
- 08 Community School District 8
- 09 Community School District 9
- 10 Community school District 10
- 11 Community School District 11
- 12 Community School District 12
- 13 Community School District 13
- 14 Community School District 14
- 15 Community School District 15
- 16 Community School District 16
- 17 Community School District 17
- 18 Community School District 18
- 19 Community School District 19

Employee Title Table

- 0001 CSE Placement Officer
- 0007 Neurologist
- 1000 Other
- 1607 Teacher of Speech Improvement
- 1615 Speech Pathologists
- 1640 Teacher Of the Visually Limited & Blind
- 1672 Teacher of Speech & Hearing
- 1681 Teacher of Deaf & Hearing
- 2908 Guidance Counselor
- 3001 Vocational Assessment
- 3101 Education Evaluator
- 3451 Orientation & Mobility Specialist
- 4276 Occupational Therapist
- 4281 Physical Therapist
- 4301 Staff Nurse
- 4461 Dept. of Health Nurses Aide
- 5940 CSE Chairperson
- 6074 UFT Paraprofessional
- 6204 DC37 Paraprofessional
- 6630 Psychologist
- 7461 Social Worker
- 7590 Psychiatrist
- 7641 Social Worker
- 8888 Agency as Independent Provider
- 559B ESL Secondary
- 793B ESL Elementary

EPC/CSE Conference Outcome

- A Deferred for Agency School Placement (CSE only)
- C Deferred for CBST (CSE only)
- D Deferred before Recommendation, Parent Request
- H Recommended CSE Review
- M Modification
- R Program Recommendation Made
- S No Change
- X Deferred for Other Reason

ESL Certification

- C Certified/Licensed for ESL
- P PPT in ESL
- N None of the Above Licensed/Certification

Ethnicity

- 1 American Indian/Alaskan Native
- 2 Asian/Pacific Islander
- 3 Hispanic
- 4 Black, Non-Hispanic
- 5 White, Non-Hispanic

Evaluation Sites

- 01 Assessment Authorization
- 02 Eligibility Letter (N-1)
- 03 Department of Health Evaluation Sites
- 04 Hospital/Clinic
- 05 Outside Agency
- 06 Private Clinician
- 07 Contract Agency

Evaluation Type

- I Initial Referral for Evaluation
- B Type III request for a re-evaluation of the current IEP
- P Request Review of the student's Current IEP
- S Scheduled review of student's Current IEP
- R Re-Application for funding for a Non-public site
- T Triennial evaluation of Student's current IEP
- K Referral code indicating that this referral was entered to correct an error
- M Modification without Site Change

Exam

- 01 Neurological Examination
- 02 Psychiatric Examination
- 03 Psychological Examination
- 04 Speech and Language Exam
- 05 Audiological Exam
- 06 Visual Exam
- 07 Medical Exam
- 08 Educational Exam
- 09 Occupational Therapy Exam
- 10 Physical Therapy Exam
- 11 Initial Social History Exam
- 12 Other (Physician)
- 14 Other (Non-Physician)
- 15 Summary of Translation (CPSE only)
- 16 Summary of Evaluation (CPSE only)
- 17 Psychiatrist (CPSE only)
- 18 Orthopedic (CPSE only)
- 19 Vocational Assessment
- 20 Social History Update
- 21 Observation
- 22 Speech/Language Progress Report
- 23 Medical Authorization For Speech
- 24 Authorized By Speech Pathology
- 25 Assistive Technology Evaluation

Final Notice Form Type

- CI C-11 Final Notice of Recommendation – Initial, Following Issuance of P1-R Letter
- CP C-12 Final Notice of Recommendation – Initial, Following Issuance of P1-R Letter
- CR C-13, C-13A, C14 Final Notice of Recommendation (Initial)
- CV C-13, C-13A, C14 Final Notice of Recommendation (Rev/Tri)
- SG C-4Final Notice of Recommendation to Remain in General Education
- SR C-6 Final Notice of Recommendation (Initial)
- S1 C-8Final Notice of Recommendation of Modification of IEP

Final Notice Type

| | |
|---|--|
| A | Alternate Placement |
| B | Bilingual Site (CPSE ONLY) |
| C | Partial Service (CPSE ONLY) |
| D | Deferred without Site |
| I | Interim Placement |
| L | Alternate Site (CPSE ONLY) |
| M | Modification w/o Site Change |
| O | Site Offered |
| R | Articulated |
| V | Private/Parochial Student Receiving ST |
| W | Deferred With a Site |

Grade Level

| | |
|----|------------------|
| PK | Pre-Kindergarten |
| 0K | Kindergarten |
| 01 | First Grade |
| 02 | Second Grade |
| 03 | Third Grade |
| 04 | Fourth Grade |
| 05 | Fifth Grade |
| 06 | Sixth Grade |
| 07 | Seventh Grade |
| 08 | Eighth Grade |
| 09 | Ninth Grade |
| 10 | Tenth Grade |
| 11 | Eleventh Grade |
| 12 | Twelfth Grade |

High School Self Contained Diploma/Non-Diploma Programs

| | |
|----|----------------------|
| B1 | Basic 1, Diploma |
| B2 | Basic 2, Non-Diploma |

Language (alphabetically by language)

(Note: OT [Other Language] is not to be used on CAP forms.)

| | |
|----|--------------------------|
| NO | English (Should Be Used) |
| AJ | Acholi |
| AD | Adangme |
| AF | Afrikaans |
| AH | Amharic |
| AK | Akan |
| AL | Albanian |
| AO | Amoy (aka Fukienese) |

| | |
|----|----------------------------|
| AR | Arabic |
| AC | Araucanian |
| AW | Arawak |
| AM | Armenian |
| AS | Assamese |
| AY | Aymara |
| AZ | Azerbaijani |
| BA | Balante |
| BY | Balinese |
| BL | Baluchi |
| BM | Bambara |
| BQ | Basque |
| BE | Belorussian |
| BB | Bemba |
| BG | Bengali |
| BH | Bhili |
| BI | Bihari |
| BR | Brahui |
| BT | Breton |
| BU | Bulgarian |
| BS | Burmese |
| CT | Catalan |
| CB | Cebuan |
| CA | Cham |
| CN | Chinese (Cantonese) |
| MN | Chinese (Mandarin) |
| CE | Chinese (Unknown/Other) |
| CS | Chinese (Any, and Spanish) |
| CZ | Czech |
| DG | Dagomba (aka Dagbane) |
| DN | Danish |
| DA | Dari/Farsi/Persian |
| DJ | Dejula |
| DU | Dutch |
| DZ | Dzongkha |
| EN | English |
| EO | Estonian |
| EW | Ewe |
| FT | Fanti |
| FN | Finnish |
| FL | Flemish |
| FO | Fon |
| FR | French |
| FH | French-Haitian Creole |
| FK | French-Khmer |
| FU | Fulani |
| GA | Ga |

| | | | |
|----|------------------------|----|---------------------------|
| GC | Galician | LO | Luo |
| GL | Galla | MA | Macedonian |
| GF | Garifuna | MG | Malagasy |
| GE | Georgian | ML | Malay |
| GR | German | MY | Malayalam |
| GO | Grebo | MK | Malinke |
| GK | Greek | MT | Maltese |
| GU | Guarani | MR | Marathi |
| GJ | Gujarati | MH | Mohawk |
| GM | Gurma | MD | Moldavian |
| HA | Haitian Creole | MO | Mossi (aka More) |
| HU | Hausa | NA | Nahuatl |
| HE | Hebrew | NE | Napali |
| HI | Hindustani | NL | Native American Languages |
| HM | Hmong | ND | Ndebele |
| HG | Hungarian | NC | Niger-Congo |
| IB | Ibo | NW | Norwegian |
| IC | Icelandic | NY | Nyanja (aka Chinyanja) |
| IL | Ilocano | ON | Oneida |
| IN | Indonesian | OR | Oriya |
| IR | Irish | OS | Ossetian |
| IT | Italian | PP | Papiamentu |
| JA | Japanese | PA | Pashto (aka Pushto) |
| JM | Jamaican-Creole | PI | Pilipino (aka Tagalog) |
| JO | Jonkhan | PL | Polish |
| KE | Kabre | PO | Portuguese |
| KY | Kabyle | PR | Provencal |
| KC | Kachi | PJ | Punjabi (aka Panjabi) |
| KF | Kafiri | QU | Quechua |
| KB | Kamba | QC | Quiche |
| KG | Kanarese (aka Kannada) | RA | Rajasthani |
| KN | Kanuri | RO | Romanian |
| KR | Karen | RM | Romansch |
| KA | Kashmiri | RD | Rundi |
| KZ | Kazakh | RU | Russian |
| KH | Khmer | RY | Russian-Yiddish |
| KW | howan | RW | Rwanda |
| KI | Kikuyu | SA | Samoan |
| KO | Korean | SN | Sanskrit |
| KP | Kpelle | SG | Scottish Gaelic |
| KU | Kurdish | SE | Seneca |
| LA | Laotian | SC | Serbo-Croatian |
| LV | Latvian | SR | Seri |
| LT | Lithuan | SS | Setswana |
| LU | Luba | SH | Shan |
| LG | Luganda | SB | Shina |
| LY | Lunyankole | SL | Shluh |

| | |
|----|-------------------------|
| SM | Sidamo |
| SX | Sign Language |
| SD | Sindhi |
| SF | Sinhalese |
| SO | Slovak |
| SV | Slovenian |
| SJ | Somali |
| SY | South Arabic |
| SP | Spanish |
| SK | Sukuma |
| SU | Sundanese |
| SI | Swahili (aka Kiswahili) |
| SZ | Swazi |
| SW | Swedish |
| TZ | Tadzhik |
| TM | Tamazight |
| TA | Tamil |
| TE | Telugu |
| TH | Thai |
| TI | Tibetan |
| TG | Tigre |
| TR | Tigrinya |
| TO | Tonga |
| TT | Tuareg |
| TU | Turkis |
| TK | Turkmen (aka Turkoman) |
| TW | Twi |
| UR | Ukranian |
| UD | Urdu |
| UZ | Uzbek |
| VC | Vietnamese-Chinese |
| VF | Vietnamese-French |
| VN | Vietnamese |
| VS | Visayak |
| WE | Welsh |
| WO | Wolof |
| YI | Yiddish |
| YO | Yonba |
| YR | Yoruba |

Mainstreaming

| | |
|----|--------------------|
| AC | Academic |
| AR | Art |
| MM | Music |
| SH | Shop |
| PE | Physical Education |

Math/Reading Functional Level

| | |
|---------------------------|------------------|
| NT.0 | Not Testable |
| PK.0 - PK.9 | Pre-Kindergarten |
| KG.0 - KG.9 | Kindergarten |
| 01.0 - 12.9 | Grade Equivalent |
| (Example: 03.4 Grade 3.4) | |

Mode of Contact

| | |
|----|------------------|
| CL | Certified Letter |
| CV | CSE Visit |
| HV | Home Visit |
| LT | Letter |
| MG | Mailgram |
| SV | School Visit |
| TE | Telephone Call |

Non-NYC Public School

| | |
|---|------------------------|
| P | Public |
| N | Non-Public Day |
| R | Non-Public Residential |
| C | Pre School |

Parent Contact Outcome Codes

| | |
|------|--|
| ACKE | Acknowledgement Refused, Written |
| ACKN | Acknowledgement, Oral |
| ACKO | Acknowledgement, Written |
| ACKR | Acknowledgement Refused, Oral |
| CBST | Case received @ Central Based Support Team |
| CCRE | Case has Been Closed |
| CONE | Consent Refused, Written |
| CONI | Consent, Written |
| CONK | Consent Refused, Oral |
| CONO | Consent Oral |
| CONT | Consent Withdrawn, Written |
| CONW | Consent Withdrawn, Oral |
| CPSE | Case Sent to Central Based Support Team |
| IHTR | Impartial Hearing Tuition Reimbursement |
| NIST | Nickerson For Evaluations. Sent |
| NOCO | No Contact |
| NODE | No Decision |
| NOHV | No HHVI Services Needed |
| PA1P | Pre School Approval of IEP |
| PD01 | Early Childhood Setting |

PD02 Early Childhood Special Education Setting
 PD03 Home
 PD04 Itinerant services outside the home, in a Hospital
 PD05 Part Time Early Childhood Setting/Part Time Special Ed. Setting
 PD06 Residential Facility
 PD07 Separate School
 PFA1 Parent Funded Approved Service
 PFA2 Parent Funded Approved Service
 PFA3 Parent Funded Approved Service
 PFDN Parent Funded Denied
 PLAL Placement Alert, Crucial
 PNNA Placement Not Available (CPSE only)
 P1ST Nickerson for Placement sent
 RABO Rescind Authorization at BOE Request
 RAPA Rescind Authorization at Parent Request
 RECO Request CSE Review
 REOC Reopen Closed Case, CSE Review
 REOP Reopen Closed Case, Placement
 SEBO Seat Relinquished at Board Request
 SEPA Seat Relinquished at Parent Request
 SERL Seat Relinquished Warning Letter W-4
 W3XX W-3 Sent to Principal

Placement Agency

F Family Court
 N Non-NYC Agency
 S Department of Social Services
 Y Division for Youth
 O Other

Placement Officer Action

A Request Allocation
 C Request Closure
 D Close Class
 P Request Paraprofessional
 U Request Unit Teacher

Placement at Time of Referral

1 NYC General Education
 2 NYC General Education, Bilingual
 3 Home
 4 Institution
 5 Non-Public School
 6 Out of NYC or Out of State Public School

7 Hospital
 8 Other

Program Recommendations

AG Agency Program
 CP Center Based (Special Class, CPSE only)
 GE General Education
 HB Home Based (CPSE only)
 HH Home and Hospital Instruction
 IS Itinerant Service (CPSE only)
 NH Non-Handicapped (CPSE only)
 NP In and Out of State Private School
 RS Related Services
 SE Special Class
 SS Special Class (District 75)
 ST Special Education Teacher Support Services
 TS Transitional Support
 TT Collaborative Team Teaching

Programs no longer in use:

RR Resource Room
 SC Special Classes (Self-Contained)

Promotional Codes

L Lower Grades Kindergarten 1, 2, & 3
 M Modification
 N None
 S Standard

Provider Type Code

B BOE EMPLOYEE
 C CONTRACT OUT (AGENCY)
 D DEPT OF HEALTH PROVIDER
 P PRIVATE PROVIDER

Pupil Change Functions

D Discharged

Related Services

Related Service Type

| | |
|----|--|
| CB | SBST Counseling |
| CO | Counseling |
| CS | SBST Counseling, Individual |
| C1 | Counseling, Individual |
| HE | Health Services |
| HI | Hearing Education Services |
| H1 | Hearing Education Services, Individual |
| HP | Health Para |
| O1 | Occupational Therapy Individual |
| OT | Occupational Therapy |
| PT | Physical Therapy |
| P1 | Physical Therapy, Individual |
| RN | Nurse |
| SP | Speech Therapy |
| S1 | Speech Therapy, Individual |
| VI | Vision Education Services |
| V1 | Vision Education Services, Individual |

Support Service Type

| | |
|----|---|
| AD | Auditory Testing (CPSE only) |
| AP | Alternate Placement Para |
| CP | Crisis Para |
| CU | Cued Speech Transliterator |
| IP | Interim Placement Para |
| MP | Orientation/Mobility Para |
| MT | Orientation/Mobility Teacher |
| OR | Oral Transliterator |
| RC | Related Service Coordinator (CPSE Only) |
| SC | Signing Classroom Paraprofessional |
| SN | Sign Interpreter Para |
| ST | Special Transportation Para |
| TC | Computer Training |
| TN | Transportation Nurse |
| TP | Travel Trainer Para |
| TT | Toilet Trainer Para |

Related Service Provider Indicator Code

| | |
|---|--------------------|
| A | Agency |
| B | Board of Education |
| I | Independent |

Related Service Provider Indicator Code CPSE

| | |
|---|--------------------------------|
| P | Provider working for an Agency |
| D | Independent Provider |
| C | Centerbased Provider |
| B | Board of Education |

Related Service Provider Absent Reason Codes

| | |
|---|-----------------------|
| A | Administrative Duties |
| B | Personal Business |
| E | Excused Absence |
| I | Personal Illness |
| U | Unexcused absence |

Related Services Status Codes

| | |
|-----|------------------------------------|
| ACO | Awaiting Contracting Out |
| ADS | Awaiting Delivery Of Service. |
| APA | Awaiting an Agency Provider. |
| APB | Awaiting DOE Provider |
| API | Awaiting An Independent. Provider. |
| ATM | Awaiting Termination of Service |
| DEF | Deferred |
| MOD | Modification To Related Service. |
| RCV | Receiving Services |
| RS1 | Awaiting RSA1 |
| SAM | Same Related Service |
| SAR | LONG TERM ABSENCE |
| TRM | Terminated |

Related Service Student Absent Reason Codes

| | |
|---|-----------------|
| E | Excused |
| H | Hospitalization |
| U | Unexcused |

Related Service Termination Reason Code

| | |
|---|----------------------------------|
| A | Articulation |
| B | Returned To Board of Education |
| C | Continuing Service |
| D | Discharge |
| K | Case Closed |
| M | Modification to related services |
| N | New Conference |
| P | Provider Change |
| S | Site Change |
| T | Teacher Turnaround |
| W | Citywide Class Move |
| 9 | Related Service Only SAR |

Relationship to Student

- 01 Mother
- 02 Father
- 03 Grandparent
- 10 Sibling
- 11 Other Relative
- 12 Step Parent
- 13 Surrogate Parent
- 14 Foster Parent
- 15 Agency
- 16 Ward of State
- 17 Other Legal Guardian
- 19 Emancipated Youth/Self

School Level

- A Alternative High School Program
- B Offsite High School
- C CPSE
- H High School
- I Intermediate
- J Junior High
- L Parochial School
- N Non Public School
- P Elementary
- S Superstart Plus
- T Private School
- U Under Five Year Old
- X Not Registered in School
- Y Public School Outside NYC
- 0 Non- Public School (BOE Funded)

Service Categories

Home and Hospital Instruction

- H2 Home Instruction/Physical Needs
- H3 Home Instruction/Intensive Management (CSE for Home Instruction Only)
- H4 School Phobic
- 23 Hospital Medical
- 24 Hospital Program (Day)
- 32 Residential Treatment
- 33 Day Treatment
- 37 Psychiatric Hospital

Special Classes (SE)/ Special Classes (SS) (District 75)

- 1R Special Classes – 12:1
- 2R Special Classes – 15:1 (High School Only)
- 3R Special Classes – 12:1:1

- 4R Special Classes – 8:1:1
- 5R Special Classes – 6:1:1
- 6R Special Classes – 12:1:4

Special Education Teacher Support Service (ST)

- ST Special Ed Teacher Support Services (CSDs, High Schools)
- SL Special Ed Teacher Support Services (District 75)

Collaborative Team Teaching (TT)

- TT Collaborative Team Teaching

Non Public School (NP)

- 91 Private School funded by the Department of Education

Self Contained (SC) Service Categories

Modified Instructional Service (MIS)

(These codes are no longer in use)

- M1 MIS I (Basic)
- M2 MIS II (Basic/Social Needs)
- M3 MIS III (Basic/Communication Needs)
- M4 MIS IV (Early School Years)
- M5 MIS V (Functional Academic/Life Skills) 4.9 - 7.9
- M6 MIS V (Functional Academic/ Life Skills) 7.9 - 14.9
- V3 MIS VI (Basic/Vision) 4.9 - 7.9
- V4 MIS VI (Basic/Vision) 7.9 - 14.9
- V5 MIS VII (Functional Academic/Life Skills/Vision) 4.9 - 7.9
- V6 MIS VII (Functional Academic/Life Skills/Vision) 7.9 - 14.9
- A3 MIS VIII(Basic/Hearing) 4.9 - 8.9
- A9 MIS VIII(Basic/Hearing) 8.9 - 14.9
- A4 MIS VIII(Basic/Hearing) 14.9 - 21
- M9 MIS IX (Industrially- Based School/Vocational Training Center) 17 – 21

Specialized Instructional Environment (SIE)

(These codes are no longer in use)

- P1 SIE I (Habilitation with/without Physical Adaptation - 9:1:3) 8.9 - 21
- P2 SIE I (Intensive Habilitation/Guided Curriculum - 6:1:2) 4.9 - 8.9
- B1 SIE I (Dual Sensory Impaired - 6:1:2) 4.9 – 14.9
- E1 SIE III (Functional Life Skills with Communication) 4.9 - 21
- E2 SIE IV (Career Education) 14.9 - 21
- E3 SIE V (Occupational Education Skills - 12:1:1) 14.9 - 21

- E4 SIE V (Occupational Education Skills - 8:1:1) 14.9 - 21
- E5 SIE VI (Functional Academic with Social Skills)
- E6 SIE VII (Social & Emotional Needs) 4.9 - 7.9
- E7 SIE VIII (Intensive Social Behavior Control) 7.9 - 21
- E8 SIE VII (Social & Emotional Needs) 7.9 - 21
- A5 SIE IX (Intensive Hearing/Academic) 4.9 - 16.9
- A6 SIE X (Intensive Hearing/Functional Life Skills) 4.9 - 16.9
- A7 SIE XI (Intensive Hearing /Career & Occupational - 8:1) 16.9 - 21
- A8 SIE XI (Intensive Hearing/Career & Occupational - 6:1:1) 16.9 - 21
- DL Dual Language Program
- W1 Work Study Program

Supplemental Instructional Services

(These codes are no longer in use)

- S1 Supplemental Instructional Services I (Academic)
- A1 Supplemental Instructional Service II (Hearing 4.9 - 14.9)
- A2 Supplemental Instructional Service II (Hearing 14.9 - 21)
- V1 Supplemental Instructional Service III (Vision 4.9 - 14.9)
- V2 Supplemental Instructional Service III (Vision 14.9 - 21)
- CT Consultant Teacher (4.9 - 21)

Service Category Codes for Non-CSE Services

- ST Special Education Teacher Support Services
- 19 Home Instruction/not CSE
- 20 Home Instruction Orthopedic/Physical
- 23 Hospital
- 24 Hospital Program
- 32 Residential Treatment
- 33 Day Treatment
- 37 Psychiatric Hospital
- 38 Correctional Facility
- 88 Related Services only

Source of Referral

Initial Referrals

- A Agency
- B Principal

- D Doctor
- G General Education Teacher Or Guidance Counselor
- H Hospital
- N Public School outside New York City
- O Non Public School
- P Parent/Guardian
- S Student
- T Early Intervention
- U Turning Five
- V Private/Parochial Ann. Rev.

Reevaluations

- A Agency
- C Court
- D Doctor
- E CSE Chairperson
- G General Education Teacher Or Guidance Counselor
- H Hospital
- I Impartial Hearing
- M Pendency Placement
- N Public School outside New York City
- O Non Public School
- P Parent/Guardian
- R Non-Public School (DOE Funded)
- S Student
- T Preschool-Toddler
- U Turning Five
- X Suspension Hearing

Special Alert Codes

- B Both Medical and Placement
- M Medical
- P Placement

Status Codes CSE/Placement

- AAT Awaiting Authorization
- ACK Awaiting Acknowledgment
- ACR Acknowledgement Refused
- AFI Awaiting First Attend
- ALA Awaiting Last Attend
- APH Awaiting Place. Off. Rev.
- APN Awaiting Off Rev.
- APS Awaiting Off. Rev.
- ARQ Awaiting Relinquishment

- ASI Awaiting Site (Final Notice)
- ATD Attending
- CNS Awaiting Consent (Placement, Initial)
- CSE Awaiting CSE Review
- CON Awaiting Consent (Evaluation, Initial)
- COR Consent Refused
- DEA Deferred for Agency
- DEC Deferred to CBST Approval
- EPC Awaiting Conference by SBST
- IEP Awaiting Conference
- OUT Awaiting Outside Assessment
- REF In Initial Referral Process, Triennial or Reapplication Process
- TRA Awaiting Transportation
- TRI In Triennial Evaluation Process

Teacher Conference Outcome

- 1 No Change
- 2 Modification
- 3 Requesting a Review

Teacher Conference Type

- A Annual Review
- V Teacher Conference

Testing Modifications

- 1 Time Limit Extended or Waived
- 2 Exam Administered in Special Location
- 3 Questions Read Aloud to Students
- 4 Answers Recorded in Any Manner
- 5 Calculator
- 6 Exam in Braille or Large Type
- 7 Directions
- 8 Visual Magnification and Auditory Amplification
- 9 Masks/Markers to Maintain Place

- 0 Use of Arithmetic Tables
- M More Than Seven Modifications Used

Transportation Eligibility

- A Required
- C Not Required
- D Wheel/Chair Transportation.
- E Transportation Out of Borough
- F Wheel/Chair Transportation Out of Borough
- 1 Transportation Required with Nurse
- 2 Wheel/Chair Transportation with Nurse
- 3 Transportation Out of Borough with Nurse
- 4 Wheel/Chair Transportation Out of Borough with a Nurse

Transportation Type

- L Lift Vehicle
- M Mulholland Chair
- N Normal
- P Pogen Buggy
- T Travelers Chair
- W Wheelchair

Type of Residential Placement

- 10 State Psychiatric Hospital
- 20 State Development Center
- 30 Division for Youth Facility
- 40 Residential Treatment Facility
- 51 Intermediate Care Facility/ Developmentally Disabled
- 52 Foster Home under Jurisdiction of Department of Social Services
- 53 Foster Home under Jurisdiction Of New York State Office of Mental Health
- 54 State Operated and Supported School
- 60 Other

CLASS CODES

New Continuum- Community School Districts / High Schools

| Program | Service Category | Ratio | Monolingual Class | Bilingual Class | SAR | ATS Grade Code |
|---|-------------------------|--------------|--------------------------|------------------------|------------|---|
| Special Class SE | 1R | 12:1 | E01 - E15 | E81 - E89 | E91 - E99 | 951 – Elementary 961 – Secondary |
| | 2R High Schools Only | 15:1 | E16 - E30 | E81 - E89 | E91 - E99 | 962 - High Schools |
| | 3R | 12:1:1 | E31 – E40 | E81 - E89 | E91 - E99 | 953 - Elementary 963 - Secondary |
| | 4R | 8:1:1 | E41 – E50 | E81 - E89 | E91 - E99 | 954 – Elementary 964 - Secondary |
| | 5R | 6:1:1 | E51 - E60 | E81 - E89 | E91 - E99 | 955 - Elementary 965 - Secondary |
| | 6R | 12:1:4 | E61 - E70 | E81 - E89 | E91 - E99 | 956 - Elementary 966 - Secondary |
| Collaborative Team Teaching TT | TT | | T01 – T79 | T81 - T89 | T91- T99 | 359 – Pre-K 319 –Kindergarten 119 – Grade 1 129 – Grade 2 139 – Grade 3 149 – Grade 4 159 – Grade 5 169 – Grade 6 179 – Grade 7 189 – Grade 8 199 – Grade 9 209 – Grade 10 219 – Grade 11 229 – Grade 12 |
| Special Education Teacher Support Services ST | ST | | R01 – R79 | R81 - R89 | R91- R99 | |

New Continuum- Citywide Programs - District 75

| Program | Service Category | Ratio | Monolingual Class | Bilingual Class | SAR | ATS Grade Code |
|--|------------------|------------------------------|-------------------|-----------------|--------------|-------------------------------------|
| Special Classes District 75 SS | 3R | 12:1:1 | V01 – V79 | V81 - V89 | V91 - V99 | 753 - Elementary 763 - Secondary |
| | 4R | 8:1:1 | X01 – X79 | X81 - X89 | X91 - X99 | 754 – Elementary 764- Secondary |
| | 5R | 6:1:1 | Y01 – Y79 | Y81 - Y89 | Y91 - Y99 | 755 - Elementary 765 - Secondary |
| | 6R | 12:1:4 | Z01 – Z79 | Z81 - E89 | Z91 - Z99 | 956 - Elementary 966 - Secondary |
| Special Classes SS (Hearing and Vision Programs in CSDs/HS) | 2R | 15:1 H.S. Only Hearing | K31 – K40 | K81 – K89 | K91 – K99 | 761 – High Schools |
| | 3R | 12:1:1 Hearing | K01 – K10 | K81 – K89 | K91 – K99 | 751 – Elementary 761 – Secondary |
| | 3R | 12:1:1 Vision | U01 – U10 | U81 – U89 | U91 – U99 | 752 – Elementary 762 - Secondary |
| | DL | | 61D | 68D | 69D | |
| Special Education Teacher Support Services ST | SL | N/A | L01 – L79 | L81 – L89 | L91 – L99 | |

Home and Hospital Programs

| | | | | | | |
|--|------------------------|--------|---|--|-----|---|
| Home and Hospital Programs HH | H2 (4.9 –21) | | 4 plus district # e.g. Dist.23: 423 | | | |
| | H3 (4.9 –21) | | 5 plus district # e.g. Dist.24: 524 | | | |
| | School Phobic H4 | 12:1:1 | V01 – V79 | | V91 | 763 Secondary |
| | 23 | | H01 –H79 | | H91 | 405 Kindergarten 417 Elementary 427 Secondary |
| | 32 | | M01 –M79 | | M91 | 116 Elementary 126 Secondary |
| | 33 | | M01 –M79 | | M91 | 216 Elementary 226 Secondary |
| | 37 | | M01 – M79 | | M91 | 616 Elementary 626 Secondary |

State Approved Private Schools Funded by the Department of Education

| Program | Service Category | Description | Monolingual Class | Bilingual Class | SAR | Funding Code |
|--------------------------|------------------|---|--------------------------|-----------------|-----|--------------|
| Non Public Schools NP | 91 (4.9 –21) | Day/ Residential Instate | 011 021 031 041 | | | 4402 |
| | 91 (4.9 –21) | Day/ Residential Out of state | 012 022 032 042 | | | 4407 |
| | 91 (4.9 –21) | Unilateral Instate | 013 023 033 043 | | | 4402 |
| | 91 (4.9 –21) | 2 Month Summer Program Day/ Residential Instate | 017 027 037 047 | | | 4408 |
| | 91 (4.9 –21) | State Operated Schools | 014 015 018 028 | | | 4201 |

Other Class Codes

| Description | Program/ Service Category | School | Monolingual Class | Bilingual Class |
|---|---------------------------------|---|----------------------|--------------------|
| Home Schooling students receiving special education services. | | P 444 | 444 | |
| Nickerson for SETS for Public School students. | ST/ST | P 555 | R59 | |
| Nickerson for SETS for Private/Parochial School students. | ST/ST | T or L School | R59 | |
| Private/Parochial School students' receiving SETS in a public school during regular hours. | ST/ST | Public School number with Final Notice Type 'V' | R01 – R79 | R81 – R89 |
| Private/Parochial School students' receiving SETS in a public school during Per Session. | ST/ST | T or L School with Final Notice Type 'V' | R69 | |
| Private/Parochial School students recommended for special classes and parent refuses services but requests bussing. | SE/SS | T or L School | 008 | 088 |
| Carter Case - Private/Parochial School students – Stipulation approval for tuition payments. | | T or L School | C1S | C8S |
| Carter Case - Private/Parochial School students – Impartial Hearing approval for tuition payments. | | T or L School | C1I | C8I |

Related Service Class Codes (For Students attending a Private or Parochial School and recommended for a program other than Related Services.)

| | | | | | | |
|------------------|----------------------|-------|--|------------|-----|--|
| Related Services | Counseling | CO/C1 | 470 BOE provider 471 Agency provider | 480 481 | 491 | |
| | Health | RN/HP | 476 BOE provider 477 Agency provider | 486 487 | 492 | |
| | Hearing Ed Services | HI/H1 | 620-686 BOE provider; 945 Agency provider | 677 985 | 691 | |
| | Occupational Therapy | OT/O1 | 472 BOE provider 473 Agency provider | 482 483 | 493 | |
| | Physical Therapy | PT/P1 | 475 BOE provider 476 Agency provider | 485 486 | 494 | |
| | Speech | SP/S! | 801-814 BOE provider 815 Agency provider 861-869 Per Session 816-825 After-School | 881 | 891 | |
| | Vision Ed Services | VI/V1 | 420 - 450 BOE provider 943 Agency provider | 488 983 | 491 | |

CPSE Class Codes

| Program | Service Category | Integrated Service Category | Ratio | Monolingual Class | Integrated Class | Integrated Class in Public School | Funding Code | |
|---------------------------------------|--------------------|-----------------------------|----------------------|-------------------|------------------|-----------------------------------|--------------|------|
| Itinerant Service IS | IS | | | 046 | | | 4410 | |
| Special Class (Center based) CP | CA | IA | 25 hours per week | 006 | I06 | S06 | 4410 | |
| | CB | IB | 12.5 hours per week | 026 | I26 | S26 | 4410 | |
| | CC | IC | 15 hours per week | 036 | I06 | S06 | 4410 | |
| | CD | ID | 20 hours per week | 056 | I56 | S56 | 4410 | |
| | CE | IE | 22.5 hours per week | 066 | I66 | S66 | 4410 | |
| | CF | IF | 27.5 hours per week | 076 | I76 | S76 | 4410 | |
| | CG | | 13.75 hours per week | CG6 | | | 4410 | |
| | CH | | 17.5 hours per week | CH6 | | | 4410 | |
| | CI | | 10 hours per week | C16 | | | 4410 | |
| | CM Partial Service | | | CM6 | | | 4410 | |
| | | IG | | | | IG6 | SG6 | 4410 |
| | | IH | | | | IH6 | SH6 | 4410 |
| | | II | | | | II6 | | 4410 |