7/2026

Addendum J: Exit Code Guide

Note: Because Entry/Exit Dates and Entry/Exit Codes are used not only in Certified Enrollment, but also for assessment participation and to calculate the days enrolled for Foster Care Claim (regular education) and Special Education billing, it is vital that they are accurate.

A. **If** a student has Entry Code of:

‘1’ Enrolled
‘2’ Open Enrolled In
‘3’ Tuitioned In Parent Paid
‘4’ Tuitioned In District Paid
‘5’ Whole Grade Sharing In
‘10’ Tuitioned In Non-resident of Iowa
‘15’ Tuitioned In State Paid
‘60’ Independent Charter Enrolled

Then Exit Code:

‘1’ Transferred is used for:

a. all students leaving the public-school system to be homeschooled (per Form A or written statement from parent)
b. all students leaving the public-school system for an accredited nonpublic school
c. all students leaving your district for another public-school system in Iowa
d. all students sentenced to prison
e. all students going to the Iowa School for the Deaf or the Center for Disabilities and Development
f. all students admitted to the Mental Health Institute in Cherokee or Independence
g. all students going to the State Training School in Eldora (Midland High School)
h. all students going to Job Corps in Denison, Ottumwa or out of state
i. all students leaving the state or country
j. **regular ed** students going into a non-PMIC residential facility in another district

B. **If** a student has Entry Code of:

‘1’ Enrolled
‘2’ Open Enrolled In
‘3’ Tuitioned In Parent Paid
‘4’ Tuitioned In District Paid
‘5’ Whole Grade Sharing In
‘10’ Tuitioned In Non-resident of Iowa
‘15’ Tuitioned In State Paid
‘60’ Independent Charter Enrolled

AND has a change in **any** of the following **AFTER the first day of school:**

- Resident District,
- Entry Code,
- FTE,
- Service/Facility Type,
- IEP Level or Foster Care Status

Then Exit Code:

‘14’ End/Change Enrollment is used to end one enrollment before creating a new enrollment period*

DO NOT override the original values

DO NOT enter a destination code or location

**Infinite Campus districts will create the new enrollment first and then change the exit code on the original enrollment to ’14’ to maintain grades and attendance.*

C. **If** a student has Entry Code of:

‘6’ CPI Dual Enrolled
‘7’ CPI HSAP
‘8’ Nonpublic Shared Time
‘9’ CPI Dual Enrolled and HSAP
‘11’ Foreign Exchange Student
‘12’ OE In and CPI Dual Enrolled
‘13’ OE In and CPI HSAP
‘14’ OE In and CPI Dual Enrolled and HSAP
‘16’ Public Shared Time
‘18’ Within District Part-time
‘21’ Tuitioned In and CPI Dual Enrolled
‘27’ WGS In and CPI Dual Enrolled
‘28’ WGS In and CPI HSAP
‘29’ WGS In and CPI Dual Enrolled and HSAP
‘30’ 28E Out for HSAP
‘31’ 28E Out for HSAP and CPI Dual Enrolled
’40’ IPI
‘51’ Open Enrolled Out Co-curricular
‘70’ Independent PK Provider Enrolled
‘71’ Independent PK Provider Shared
‘82’ Nonpublic Shared Time from Nonpublic
’83’ Nonpublic Enrolled for Activities Only

Then Exit Code:

‘14’ End/Change Enrollment is the **ONLY** valid code to use whether the student is changing his/her status or ending the enrollment.

DO NOT enter a destination code or location

D. **If** a student has Entry Code of:

‘81’ Enrolled in Nonpublic School

Then Exit Code:

‘1’ Transferred is used for:

a. all students leaving the nonpublic school for a public school in Iowa
b. all students leaving for another accredited nonpublic school
c. all students leaving the state or country
d. all students leaving the nonpublic school to be homeschooled
e. all students going to Job Corps in Denison, Ottumwa or out of state
f. all students going to the Iowa School for the Deaf or the Center for Disabilities and Development
g. all students admitted to the Mental Health Institute in Cherokee or Independence
h. all students going to the State Training School in Eldora (Midland High School)
i. all students sentenced to prison.