Appendix K – Grade Level

NOTE: Appendix K is for use with Field 11 (CURRENT GRADE LEVEL) in the Student Calendar Fact Template; Field 7 (GRADE LEVEL CODE AT TIME OF INCIDENT) in the Incident Offender Template; Field 7 (GRADE LEVEL CODE AT TIME OF INCIDENT) in the Incident Victim Template; Field 9 (ENROLLMENT GRADE LEVEL) in the School Enrollment Template; Field 10 (CURRENT GRADE LEVEL) in the Student and Student Snapshot Templates; and Field 5 (SUBTEST GRADE LEVEL) in the Student Local Assessment Subtest Template.

Code	Grade Level Descriptions	Notes
PKA	PreK Half Day – Morning (AM)	This is not a valid code for the Special Education Collections of December and July.
PKP	PreK Half Day – Afternoon (PM)	This is not a valid code for the Special Education Collections of December and July.
PKF	PreK Full Day	This is not a valid code for the Special Education Collections of December and July.
K4A	K4 Half Day – Morning (AM)	
K4P	K4 Half Day – Afternoon (PM)	
K4F	K4 Full Day	
K5A	K5 Half Day – Morning (AM)	
K5P	K5 Half Day – Afternoon (PM)	
K5F	K5 Full Day	
001	Grade 1	
002	Grade 2	
003	Grade 3	
004	Grade 4	
005	Grade 5	
006	Grade 6	
007	Grade 7	
008	Grade 8	
009	Grade 9	
010	Grade 10	
011	Grade 11	
012	Grade 12	
AAP	Adult Affidavit Program	Use to identify adult students enrolled in Adult Affidavit Programs (which are adult only programs) formally registered with the Bureau of Career and Technical Education via the Career and Technical Education Information System (CATS) for this reporting year. **NOTE:** This grade code DOES NOT apply to adults enrolled in "adult intergenerational programs" (historically referred to as "Adults in Secondary Programs"). This type of adult student is not to be reported in PIMS.

NOTE: Transitional First Grade is not a grade level in PIMS. Please enter students in Transitional First Grade as follows:

- On the Student and Student Snapshot records, enter the "Current Grade Level" field as one of the K5 codes (K5F, K5A, K5P).
- On the School Enrollment record, enter the same "Enrollment Grade Level" as was entered in the "Current Grade Level" field coded in #1.
- On the Student Course Enrollment record, enter the local course code that equates to the type of kindergarten coded in #1 and #2 in the "Course Code Long" field.