

2021-2022 Leaver Reason Code and Documentation Requirements

To review and download the PEIMS Leaver Coding and Documentation guidelines, you must visit the **TSDS Web-Enabled Data Standards**, or **TWEDS**. Below are instructions on how to access the site.

1. Log onto <https://tealprod.tea.state.tx.us/TWEDS/90/0/0/0/DataSubmission/TechnicalResources>. Be sure that the 2021-2022 School Year is selected from the top, right menu bar.

The screen below appears.

The screenshot shows the TWEDS interface. At the top, there is a navigation bar with links: Introduction, Data Components, Code Tables, Data Submission (highlighted), Rules, Change Logs, and Early Notice. On the left, a sidebar menu lists various sections under 'Data Submission 2021-2022 TEDS', including 'Data Submission Purpose & Requirements', 'Data Submission Summary', 'Data Submission Specifications', 'Data Submission Timelines', 'Data Submission Responsibilities', and 'Technical Resources'. The 'Technical Resources' section is expanded, showing a list of links: PEIMS Leaver Data - Leaver Reason Codes and Documentation Requirements, PEIMS Leaver Data - Documentation Requirements by Leaver Reason Code, PEIMS Discipline Data - Questions and Answers, PEIMS Discipline Data - Disciplinary Action Reason Codes and Definitions, PEIMS Discipline Data - Chart for Determining DAEP Placements and Expulsions, PEIMS Organization Code Reporting Guidelines, PEIMS Career and Technical Education Indicator Code Calculation, Industry-Based Certification (IBC) Approved Vendor Crosswalk, and TSDS Unique ID Specifications. The main content area on the right displays a list of these same links as buttons, with the first two highlighted in light blue.

2. Click one of the hyperlinks under **Technical Resources** to access leaver content:

This image shows a close-up of the 'Technical Resources' dropdown menu. The menu is open, showing three options: 'PEIMS Leaver Data - Leaver Reason Codes and Documentation Requirements', 'PEIMS Leaver Data - Documentation Requirements by Leaver Reason Code', and 'PEIMS Discipline Data - Questions and Answers'. The first two options are highlighted with a light blue background, while the third is not.

or select click one of the blue shaded links in the center of the page.

This image shows two blue shaded buttons with white text and a small downward arrow on the right side. The top button reads 'PEIMS Leaver Data - Leaver Reason Codes and Documentation Requirements' and the bottom button reads 'PEIMS Leaver Data - Documentation Requirements by Leaver Reason Code'.



3. Click the print icon on the top right to print the document(s).