

2012|2013

STUDENT RECORD LAYOUT



EXPLORE[®]



Effective Fall 2012

Record Length = 992 characters

All alphabetical characters in
upper case only.

Data provided in both fixed-length
and comma-separated text formats.

ACT[®]

ACT EXPLORE Customer Services (70)
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EXPLORE Student Record Description

Please note: A single asterisk "*" indicates a double grid. Absence of data in specific field means data was not provided to ACT.

LOCATION	FIELD NAME	FIELD CONTENT	STATE CODES	
			NUM.	ALPHA
1-8	Process Number	ACT scoring batch number		
9-16	School Code	Unique 8-digit code assigned by ACT	Alab.	01 AL
17-24	District Code	Unique 8-digit code assigned by ACT	Alaska	02 AK
25-26	State Code	2-digit state code assigned by ACT	Ariz.	03 AZ
27-28	Class Code	Sequential ID of Class/Group Headers following a School Header; assigned by ACT	Ark.	04 AR
29-31	Sort Code	Optional local code entered in block I of answer document	Calif.	05 CA
32-34	Cycle	3-digit processing cycle assigned by ACT	Colo.	06 CO
35	Equating Flag	1, if administered through equating study; otherwise, blank	Conn.	07 CT
43-84	Student Name		Del.	08 DE
43-67	Last Name		D.C.	09 DC
68-83	First Name		Fla.	10 FL
84	MI		Ga.	11 GA
96-100	Registration Litho Code	For Contract Use Only	Hawaii	12 HI
103-105	Doc ID	Document type assigned by ACT	Idaho	13 ID
106-113	Date of Birth	MMDDYY blank blank	Ill.	14 IL
114	Gender	M/F	Ind.	15 IN
115	Race/Ethnicity	1 = Black/African American 2 = American Indian/Alaska Native 3 = White 4 = Hispanic/Latino 5 = Asian 6 = Native Hawaiian/Other Pacific Islander 7 = Two or more races 8 = I prefer not to respond	Iowa	16 IA
126	Reporting Grade	3-9, system derived grade used in reporting	Kans.	17 KS
127-132	Test Date	CCYYMM (e.g., October 2011 = 2011(10))	Ky.	18 KY
133	School Header Grade	3-9, as recorded by test supervisor in block C of the school header	La.	19 LA
134	Student Grade	3-9, as recorded by student in block G of the answer folder or Pre-ID	Maine	20 ME
138-147	Test Scale Scores	01-25 *** = test voided by administrator - . = test not attempted	Md.	21 MD
138-139	English		Mass.	22 MA
140-141	Mathematics		Mich.	23 MI
142-143	Reading		Minn.	24 MN
144-145	Science		Miss.	25 MS
146-147	Composite		Mo.	26 MO
148-151	Scale Subscores	01-12 *** = test voided by administrator - . = test not attempted	Mont.	27 MT
148-149	Usage/Mechanics		Nebr.	28 NE
150-151	Rhetorical Skills		Nev.	29 NV
152-172	National Norms	01-100 blank if test was voided or not attempted	N.H.	30 NH
152-154	English		N.J.	31 NJ
155-157	Mathematics		N.Mex.	32 NM
158-160	Reading		N.Y.	33 NY
161-163	Science		N.C.	34 NC
164-166	Composite		N.Dak.	35 ND
167-169	Usage/Mechanics		Ohio	36 OH
170-172	Rhetorical Skills		Okla.	37 OK
174-194	School Norms (Optional)	01-100 blank if test was voided or not attempted	Oreg.	38 OR
174-176	English		Pa.	39 PA
177-179	Mathematics		R.I.	40 RI
180-182	Reading		S.C.	41 SC
183-185	Science		S.Dak.	42 SD
186-188	Composite		Tenn.	43 TN
189-191	Usage/Mechanics		Tex.	44 TX
192-194	Rhetorical Skills		Utah	45 UT
195-215	District Norms (Optional)	01-100 blank if test was voided or not attempted	Vt.	46 VT
195-197	English		Va.	47 VA
198-200	Mathematics		Wash.	48 WA
201-203	Reading		W.Va.	49 WV
			Wis.	50 WI
			Wyo.	51 WY
			Puerto Rico	52 PR
			Canada	53 CN
			Marshall Isl.	57 MH
			N. Mariana	58 MP
			Micronesia	60 FM
			Am. Samoa	61 AS
			Palau	62 PW
			Guam	63 GU
			Virgin Isl.	66 VI
			U.S. Military Europe	85 AE
			U.S. Military Stateside	86 AA
			U.S. Military Pacific	87 AP
			All Other	55

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EXPLORE Student Record Description (continued)

LOCATION	FIELD NAME	FIELD CONTENT
204–206	Science	
207–209	Composite	
210–212	Usage/Mechanics	
213–215	Rhetorical Skills	
216–219	Estimated PLAN Composite	
	Score Range	01–32
216–217	Est PLAN Comp Low	“**” = test voided by administrator, “-” = test not attempted
218–219	Est PLAN Comp High	
220–226	Plans and Background	
220	Language Known Best	A = English B = A language other than English C = English and another language about the same D = Prefer not to respond From previous edition of answer document: Y = English most frequently spoken in my home N = Another language most frequently spoken in my home
221	High School Study	A = College prep B = Other (career/technical, other)
222–223	Highest Ed Level of Parent/Guardian	A = Did not complete high school B = High school diploma or equivalent
222	Mother/Guardian 1	C = Career/technical training such as military, apprenticeship, certificate program, etc. D = Some college, but no degree E = 2-year college degree (associate’s) F = 4-year college degree (bachelor’s) G = Some education or degree above a 4-year college degree H = I don’t know.
223	Father/Guardian 2	Y/N
224	Participation in College Outreach	A = Not planning to complete high school B = No education or other training planned for after high school C = Job-related training offered through military service D = Apprenticeship or other on-the-job training E = Career/technical school F = 2-year community or junior college G = 4-year college or university H = Graduate or professional studies after 4-year degree I = Undecided about future educational plans J = Other
225	Educational Plans after High School	A–Z (see Career Area List on page 8) Y/N
226	Career Choice	
233–239	Needs Assessment	
233	Post-High School Plans	
234	Writing	
235	Reading	
236	Study Skills	
237	Mathematics	
238	Computer	
239	Public Speaking	
243–332	Interest Inventory Responses	1 = Dislike 2 = Indifferent 3 = Like 0 = Region 99 1–12 (see World-of-Work Map)
333–346	World-of-Work Map Regions	
333–334	Region 1	1–12
335–336	Region 2	1–12
337–338	Region 3	1–12
339	Career Cluster 1	0 = Interest profile undifferentiated 1 = Social Service 2 = Administration & Sales 3 = Business Operations 4 = Technical 5 = Science & Technology 6 = Arts 7 = Insufficient responses for scoring 0–7 (see above)
340	Career Cluster 2	00–99
341–342	% L responses	00–99
343–344	% I responses	00–99
345–346	% D responses	00–99
347	Scoring Flag	For ACT use
348–353	Interest Inventory	

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EXPLORE Student Record Description *(continued)*

LOCATION	FIELD NAME	FIELD CONTENT
	(UNIACT) Stanines	1–9
348	Social Service	
349	Administration & Sales	
350	Business Operations	
351	Technical	
352	Science & Technology	
353	Arts	
354–365	Interest Inventory	
	(UNIACT) Raw Scores	12–36
354–355	Social Service	
356–357	Administration & Sales	
358–359	Business Operations	
360–361	Technical	
362–363	Science & Technology	
364–365	Arts	
366–377	Interest Inventory	
	(UNIACT) Standard Scores	20–80
366–367	Social Service	
368–369	Administration & Sales	
370–371	Business Operations	
372–373	Technical	
374–375	Science & Technology	
376–377	Arts	
378–395	Interest Inventory	
	(UNIACT) Percentiles	0–100
378–380	Social Service	
381–383	Administration & Sales	
384–386	Business Operations	
387–389	Technical	
390–392	Science & Technology	
393–395	Arts	
396–405	Course Work Plans	A = None B = Half-year C = One year D = One and one-half years E = Two years F = Two and one-half years G = Three years H = Three and one-half years I = Four years or more “*” = double grid
396–397	English	
398–399	Math and Computer Science	
400–401	Social Studies	
402–403	Natural Sciences	
404–405	Foreign Languages	
406	Core Indicator	1 = meets core 0 = doesn't meet core Blank if double grid or no response to one or more subject areas
409–413	Grades Earned	A = mostly As B = mostly Bs C = mostly Cs D = mostly Ds E = mostly Fs F = no courses taken
409	English	
410	Mathematics	
411	Social Studies	
412	Natural Sciences	
413	Foreign Languages	
414	Honors/AP/IB	Y/N
427–498	Supplemental Local Items	12 items, 6 responses each, each response 1 or blank
499	Accommodation	1 = Standard materials and extended time 2 = Large-print test and standard time 3 = Large-print test and extended time 4 = Audio CD test and extended time 5 = Reader script and extended time 6 = Braille test and extended time 7 = Scribe and standard time

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EXPLORE Student Record Description (continued)

LOCATION	FIELD NAME	FIELD CONTENT
		8 = Scribe and extended time 9 = Assistive communication device and extended time 0 = Cassette test and extended time
500–509	Special Status	Each position, 1 = Yes
500	HB	Homebound
501	SE	Special education
502	LEP	Limited English proficiency
503	FL	Eligible for free/reduced price lunch
504	ME	Migrant education
505	M	Title I Math
506	R	Title I Reading
507	X	Locally defined
508	Y	Locally defined
509	Z	Locally defined
510–513	Void Scoring Codes	1 = test voided by administrator
510	English	
511	Mathematics	
512	Reading	
513	Science	
514–516	Test Form	
517	Assumed Form Indicator	Blank = valid test form provided 1 = Test form missing or double gridded, default form code assigned 2 = Test form missing or double gridded, assumed form logic used to assign a form code
518–645	Test Item Responses	1 = A or F 2 = B or G 3 = C or H 4 = D or J 5 = E or K (Math only) “*” = double grid
518–557	English	
558–587	Mathematics	
588–617	Reading	
618–645	Science	
646–773	0/1 Vectors	1 = correct response, 0 = incorrect response
646–685	English	
686–715	Mathematics	
716–745	Reading	
746–773	Science	
784–795	Test Raw Scores	“***” = test voided by administrator, “- -” = test not attempted
784–785	English	0–40
786–787	Mathematics	0–30
788–789	Reading	0–30
790–791	Science	0–28
792–793	Usage/Mechanics	0–25
794–795	Rhetorical Skills	0–15
796–871	Student Address	
796–835	Mailing Address	House number & street, PO Box, RR, Apartment, etc.
836–860	City	
861–862	State	2-digit state code assigned by ACT
863–871	ZIP	ZIP plus 4
872–879	Current School	Up to 8 digits
880–891	High School Choices	Up to 4 digits each choice
880–883	First	“*” = double grid
884–887	Second	
888–891	Third	
892–912	State Norms (Optional)	01–100, blank if test was voided or not attempted
892–894	English	
895–897	Mathematics	
898–900	Reading	
901–903	Science	
904–906	Composite	
907–909	Usage/Mechanics	
910–912	Rhetorical Skills	
913–927	Student ID Number	Assigned by school or district
928–942	User Defined Field 1	Pass through fields from Pre-ID file
943–957	User Defined Field 2	Pass through fields from Pre-ID file
958–972	User Defined Field 3	Pass through fields from Pre-ID file

CAREER AREA LIST

Corresponds to position 226 in the EXPLORE® Student Record Layout

ADMINISTRATION & SALES CAREER CLUSTER

- A. Employment-Related Services**
Managers (Human Resources, Training/Education, Employee Benefits, etc.); Recruiter; Interviewer; Job Analyst
- B. Marketing & Sales**
Agents (Insurance, Real Estate, Travel, etc.); Buyer; Sales/Manufacturers' Representatives; Retail Salesworker; Telemarketer
- C. Management**
Executive; Purchaser; General Managers (Financial, Office, Property, etc.); Specialty Managers (Retail Store, Hotel/Motel, Food Service, etc.). Other managers are in Career Areas related to their work. For example, see Career Area X.
- D. Regulation & Protection**
Inspectors (Customs, Food/Drug, etc.); Police Officer; Detective; Park Ranger; Security Manager; Guard

BUSINESS OPERATIONS CAREER CLUSTER

- E. Communications & Records**
Receptionist; Secretary (including Legal and Medical); Court Reporter; Clerks (Order, Billing, Hotel, etc.)
- F. Financial Transactions**
Accountant/Auditor; Cashier; Bank Teller; Budget/Credit Analysts; Tax Preparer; Ticket Agent
- G. Distribution & Dispatching**
Shipping/Receiving Clerks; Warehouse Supervisor; Mail Carrier; Dispatchers (Flight, Cab, etc.); Air Traffic Controller

TECHNICAL CAREER CLUSTER

- H. Transport Operation & Related**
Truck/Bus/Cab Drivers; Locomotive Engineer; Ship Captain; Aircraft Pilot; Sailor; Chauffeur
- I. Agriculture, Forestry & Related**
Farmer; Nursery Manager; Pest Controller; Forester; Logger; Groundskeeper; Animal Caretaker
- J. Computer & Information Specialties**
Programmer; Systems Analyst; Information Systems Manager; Computer Repairer; Desktop Publisher; Actuary
- K. Construction & Maintenance**
Carpenter; Electrician; Bricklayer; Tile Setter; Painter; Plumber; Roofer; Firefighter; Custodian
- L. Crafts & Related**
Cabinetmaker; Tailor; Chef/Cook; Baker; Butcher; Jeweler; Silversmith; Hand Crafter
- M. Manufacturing & Processing**
Tool & Die Maker; Machinist; Welder; Bookbinder; Printing Press Operator; Photo Process Worker; Dry Cleaner
- N. Mechanical & Electrical Specialties**
Mechanics/Technicians (Auto, Aircraft, Heating & Air Conditioning, Electronics, etc.); Repairers (Office Machine, Appliance, TV/DVD, etc.)

SCIENCE & TECHNOLOGY CAREER CLUSTER

- O. Engineering & Technologies**
Engineers (Aerospace, Agriculture, Nuclear, Civil, Computer, etc.); Technicians (Electronics, Mechanical, Laser, etc.); Surveyor; Drafter; Architect; Technical Illustrator
- P. Natural Science & Technologies**
Physicist; Astronomer; Biologist; Statistician; Soil Conservationist; Food Technologist; Crime Lab Analyst
- Q. Medical Technologies (Also see Area W)**
Pharmacist; Optician; Prosthetist; Technologists (Surgical, Medical Lab, EEG, etc.); Dietitian
- R. Medical Diagnosis & Treatment (Also see Area W)**
Physician; Psychiatrist; Pathologist; Dentist; Optometrist; Veterinarian; Nurse Anesthetist; Audiologist; Physician Assistant
- S. Social Science**
Sociologist; Experimental Psychologist; Political Scientist; Economist; Criminologist; Urban Planner

ARTS CAREER CLUSTER

- T. Applied Arts (Visual)**
Artist; Graphic Artist; Photographer; Illustrator; Floral/Fashion/Interior Designers; Merchandise Displayer
- U. Creative & Performing Arts**
Writer/Author; Musician; Singer; Dancer; Music Composer; Movie/TV Directors; Fashion Model
- V. Applied Arts (Written & Spoken)**
Reporter; Columnist; Editor; Advertising Copywriter; Public Relations Specialist; TV Announcer; Librarian; Interpreter

SOCIAL SERVICE CAREER CLUSTER

- W. Health Care (Also see Areas Q and R)**
Administrator; Recreational Therapist; Psychiatric Technician; Dental Hygienist/Assistant; Geriatric Aide, Licensed Practical Nurse
- X. Education**
Administrator; Teachers & Aides (Preschool, Elementary & Secondary, Special Education, PE, etc.). Other teachers are in Career Areas related to their specialty. For example, Physics Teacher is in Career Area P.
- Y. Community Services**
Social Service Director; Social Worker; Lawyer; Paralegal; Home Economist; Career Counselor; Clergy
- Z. Personal Services**
Waiter/Waitress; Barber; Cosmetologist; Flight Attendant; Household Worker; Home Health Aide; Travel Guide