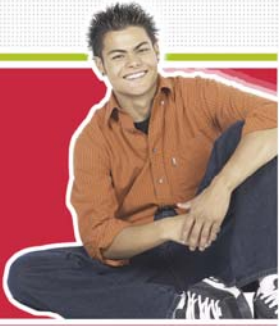


**ncwise**

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**Cedars**



NC WISE Technology Services, NCDPI

PUBLIC SCHOOLS OF NORTH CAROLINA  
Department of Public Instruction | State Board of Education :: Technology Services :: NC WISE Support and Deployment

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**ncwise**

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**Document Use**

This document is the property of the NC DPI and may not be copied in whole or in part without the express written permission of the NC DPI.

This curriculum is intended for LEAs to use and/or customize for re-delivery based on specific LEA needs. If modifications and additions are made to this curriculum, LEAs are responsible for the content.

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**ncwise**

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**Student UID Overview**

- Unique Identifier (UID) will be assigned to every student who participates in a NC Public School System
- Assigning a UID is the first step in DPI's efforts to create the NC Common Education Data Analysis and Reporting System (CEDARS)

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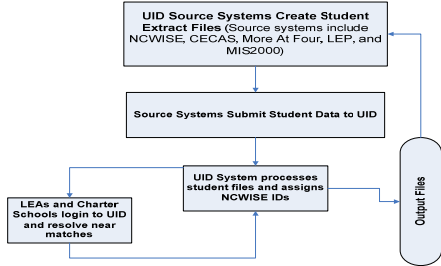
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### Process Workflow



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### UID extract file required fields from NCWISE

1. Current School Code
2. Last Name
3. First Name
4. Gender
5. Date of Birth
6. Grade
7. Student ID
8. Race/Ethnicity
9. Current District



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### UID extract non-required fields

- SSN
- Birth Country
- Birth State
- Birth City
- Previous District/School
- Mother's Maiden Name

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**Last Name**

- The legal name used on legal documents
- In the case of multiple last names, maintain the same format presented on legal document
- In case of Asian individuals, the last name is often listed first

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**UID matching**

- The UID matching engine determines if two students are the same or different.
- The Matching Engine will return one of three decisions: Match, Near Match or No Match

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**UID Match - cont'd**

- Match: If a Match is encountered, it will assign the NCWISE ID of the matching student to the record being submitted.
- Near Match: If the system encounters a Near Match, multiple Matches, or any combination of both, it will mark the record as 'Resolve Near Matches'.

*These records need to be reviewed and resolved by LEAs and Charter Schools.*

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### UID Match - cont'd

- No Match: If the system finds no matching student, it will assign a new NCWISE ID.

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### Examples

- Please see screen provided



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### Example screens - 1

Current Login: subtest11 Location: 940 - Pines Elementary

Submission Type: Automater Processing Stage: All Sort: Upload Date Desc Filter Results

From: [04/11/2009] To: [05/11/2009]

Find Batch:  Search

Upload Date	Batch Info	Status	Record Count	Next Action
05/07/2009	8651	Near Matches / Duplicates Found	398	Resolve Near Matches
05/07/2009	5065	Near Matches / Duplicates Found	25	Resolve Near Matches
04/29/2009	1466	Near Matches / Duplicates Found	13	Resolve Near Matches

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### Example Screens – 2 and 3

- Review Resolve Near Match screens

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### Best Practices

- Do not use the **REFRESH**, **BACK**, or **FORWARD** browser buttons. Always use the system links and buttons to navigate through Student UID.
- Carefully review and compare student data
- Add student notes to clarify information about existing students in UID.

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### Questions

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### Reference Documents

<http://www.ncpublicschools.org/cedars/uniqueid/training/>

<http://www.ncpublicschools.org/docs/cedars/uniqueid/training/student-reference.pdf>

<http://www.ncpublicschools.org/docs/cedars/uniqueid/training/staff-reference.pdf>

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### Support Contacts

- Service Desk phone number:  
919.807.4357

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