CollegeBoard | **AP**

For High Schools and Districts

Guide to Race and Ethnicity Reporting for AP® Online Score Reports

EFFECTIVE JULY 11, 2016

INTRODUCTION

In July 2016, the Advanced Placement Program® (AP®) moved to a two-part race and ethnicity question to align with U.S. Department of Education guidelines and better serve our schools and districts. This affects the following reports in the AP Online Score Reports for Educators portal:

- Student Datafile
- School Summary by Student Demographics
- District Summary by Student Demographics

The expanded race and ethnicity subcategories, as outlined by federal guidelines, allow your school or district to more easily apply policies related to race, calculate diversity, and generate federal reporting. These changes also align with the reporting practices for other College Board assessments, including the PSAT/NMSQT® and the SAT®. Although the updates were not extensive, your institution may need to evaluate how to interpret and bridge data from prior year administrations with more recent administration data. Review this guide with your internal technical/operations department and/or vendor.

STUDENT DATAFILE—SUMMARY OF CHANGES

The student datafile is a downloadable CSV (comma-separated value) file containing student score report data for each AP student in your school or district who tested in a

specific exam administration. This information can be viewed within Excel or uploaded to other systems for internal analysis and planning.

In the student datafile, two new fields were added at the end of the student record to accommodate the updated two-part question:

1. *"Race/Ethnicity Student Response 2016 and Forward"* (column #243) contains the original response(s) provided by the student. Schools and districts may use this data in the application of any bridging methodologies for trend analysis, as recommended by the U.S. Department of Education.
2. *"Derived Aggregate Race Ethnicity 2016 and Forward"* (column #244) contains the derived aggregate reporting category based on U.S. Department of Education guidelines.

These fields will only be populated for the 2016 exam administration and forward. If viewing a report for the 2015 exam administration or earlier, these fields will be blank and you should refer to the original *"Ethnic Group"* field (column #19) for race/ethnicity data. For your convenience, we have created an AP Student Datafile Layout Crosswalk that compares the prior values with the new values. The crosswalk is included at the end of this guide (Appendix A), along with the complete AP Student Datafile Layout (Appendix B).

Additional items to note:

- 2015 and prior versions of the race and ethnicity field on the AP answer sheet included an *"Other"* option; therefore, we will continue to report this option until all students have answered the new two-part question.

- The original *"Ethnic Group"* field (column #19) remains in the layout and will reflect the student's race/ethnicity if the student datafile is being run for the 2015 exam administration or a prior administration. The field name has been renamed *"Ethnic Group 2015 and Prior."*

- While the student datafile contains a student's historical AP score data (if applicable), the demographic information (i.e., address, race/ethnicity, etc.) reflects what the student provided at the time of the administration for which the report is being run. For example, if a student tested in 2014, 2015, and 2016, their record in the 2016 student datafile would contain scores for all three administrations and all demographic information would be representative of what was collected at the time of the May 2016 administration.
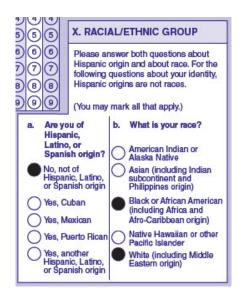
Example:

Figure A. 2015 and Prior Years AP Answer Sheet

Figure B. Current AP Answer Sheet

Figure A shows the original race and ethnicity question used in the 2015 and prior exam administrations in which a student could only select one value. **Figure B** shows how the race and ethnicity question currently appears today. In this example, the student completed the new questions by selecting that they are *"Not of Hispanic, Latino, or Spanish origin*, "while also indicating that they are multiracial by selecting *"White"* and *"Black."* In the new field, *"Race Ethnicity Student Response 2016 and Forward"* (column #243), the student response will be reported in the 11-character string "NNNNYNNYNYN" where positions 5, 8, and 10 are populated with a "Y" to represent the student's selections. In the new field, *"Derived Aggregate Race Ethnicity 2016 and Forward"* (column #244), the student will be reported as *"Two or more races, non-Hispanic"* with code 12.

School Summary by Student Demographics and District Summary by Student Demographics

The School Summary by Student Demographics and the District Summary by Student Demographics reports summarize AP Exams and scores in a school or district by students' grade level, ethnicity, gender, or fee reduction status. Beginning with the 2016 exam administration, the race and ethnicity reporting categories in these reports were updated to align with U.S. Department of Education reporting guidelines. Note that

reports for the 2015 and prior administrations will continue to apply the original reporting categories. For details, see table below.

Table 1. Race and Ethnicity Reporting Categories: Summary of Changes

Race/Ethnicity Reporting Categories		Description of Change
2015 Administration and Earlier	**2016 Administration and Forward**	
Mexican or Mexican American	n/a	Included in new aggregate Hispanic/Latino category for 2016 reports and forward.
Puerto Rican	n/a	Included in new aggregate Hispanic/Latino category for 2016 reports and forward.
Other Hispanic, Latino, or Latin American	n/a	Included in new aggregate Hispanic/Latino category for 2016 reports and forward.
American Indian or Alaska Native	American Indian or Alaska Native	
Black or African American	Black or African American	
Asian, Asian American, or Pacific Islander	Asian	Category description modified. Pacific Islander moved to separate new reporting category for 2016 reports and forward.
White	White	
Other	Other	Retained in 2016 reporting and forward for historical purposes.
	Hispanic/Latino	New reporting category for 2016 reports and forward.
	Native Hawaiian or Other Pacific Islander	New reporting category for 2016 reports and forward. Broken out from original "Asian, Asian American, or Pacific Islander" category.
	Two or More Races, Non-Hispanic	New reporting category for 2016 reports and forward.
Not Stated	No Response	

CHECKLIST FOR IMPLEMENTATION

Although the College Board has made every effort to minimize the impact on schools and districts, your institution may still need to evaluate how to interpret and bridge data from prior year administrations with more recent administration data. Users are strongly advised to **be cautious** when making comparisons between the 2015 and the prior year(s) race/ethnicity subgroup data with more recent administration data because of changes in the way the data are collected and reported. For any trend analysis, users are encouraged to apply bridging methodologies where applicable as recommended by the U.S. Department of Education. To aid in this, the collected student responses are in the student datafile. Please refer to the U.S. Department of Education and the National Center for Education Statistics (NCES) recommendations for additional guidance on bridging methodologies.

The checklist below provides some general ideas to consider as you analyze your data. Review this with your technical/operations department and/or vendor.

- ✓ Review the AP Student Datafile Layout Crosswalk in Appendix A to identify impacted fields.
- ✓ Do your systems use the race/ethnicity fields from the AP score reports? If so:
    - ✓ Identify new race/ethnicity fields that may need to be created.
    - ✓ Decide how to capture data from the old race/ethnicity question.
    - ✓ Decide how your school or district will handle documenting race/ethnicity for students from previous administrations (2015, 2014, etc.).
- ✓ Do you use data from the race/ethnicity fields from the AP score reports in any of your reporting?
    - ✓ Identify if any reports contain year-over-year trend data.
    - ✓ Decide how to bridge data across multiple years.

AP score data is accessible at **scores.collegeboard.org**. If you have questions about these changes, please contact AP Services at **877-274-6474** (toll free in the United States and Canada) or **212-632-1781**.

APPENDIX A

AP Student Datafile Layout Crosswalk—Race and Ethnicity Fields

2015 ADMINISTRATION AND PRIOR				2016 ADMINISTRATION AND FORWARD			
COLUMN NO	SIZE	COLUMN NAME	CODE VALUES	COLUMN NO	SIZE	COLUMN NAME	CODE VALUES
19	2	ETHNIC GROUP	0 = I do not wish to respond 1 = American Indian or Alaska Native 2 = Asian, Asian American, or Pacific Islander 3 = Black or African American 4 = Hispanic 5 = Mexican or Mexican American 6 = Puerto Rican 7 = Other Hispanic, Latino, or Latin American 9 = White 10 = Other	19	2	ETHNIC GROUP 2015 AND PRIOR	The student's self-reported race/ethnicity. The following values are only valid for the 2015 and prior admins: 0 = I do not wish to respond 1 = American Indian or Alaska Native 2 = Asian, Asian American, or Pacific Islander 3 = Black or African American 4 = Hispanic 5 = Mexican or Mexican American 6 = Puerto Rican 7 = Other Hispanic, Latino, or Latin American 9 = White 10 = Other If viewing a student record for the 2016 exam administration or after, this field will be blank. Please refer to fields 243 and 244 for race/ethnicity data.
n/a	n/a	n/a	n/a	243	11	RACE/ ETHNICITY STUDENT RESPONSE 2016 AND FORWARD	The student's self-reported race and/or ethnicities. Populated for the 2016 exam administration and forward. All characters contain either a "Y" or an "N." The letter "Y" indicates that the race/ethnicity value was selected by the student. The letter "N" indicates it was not. One, multiple, or none may be checked with a "Y." Position 1 = Cuban Position 2 = Mexican Position 3 = Puerto Rican Position 4 = Other Hispanic or Latino Position 5 = Non-Hispanic or Latino Position 6 = American Indian or Alaska Native Position 7 = Asian (including Indian Subcontinent and Philippines Origin) Position 8 = Black or African American (including Africa and Afro-Caribbean Origin) Position 9 = Native Hawaiian or Other Pacific Islander Position 10 = White (including Middle Eastern Origin) Position 11 = Other If viewing a student record for the 2015 exam administration or prior, this field will be blank. Please refer to field 19 for race/ethnicity data.

2015 ADMINISTRATION AND PRIOR				2016 ADMINISTRATION AND FORWARD			
COLUMN NO	SIZE	COLUMN NAME	CODE VALUES	COLUMN NO	SIZE	COLUMN NAME	CODE VALUES
n/a	n/a	n/a	n/a	244	2	DERIVED AGGREGATE RACE/ ETHNICITY 2016 AND FORWARD	The student's aggregate race/ethnicity per U.S. Department of Education reporting guidelines. Populated for the 2016 exam administration and forward. 0 = No Response 1 = American Indian/Alaska Native 2 = Asian 3 = Black/African American 4 = Hispanic/Latino 8 = Native Hawaiian or Other Pacific Islander 9 = White 10 = Other 12 = Two or More Races, Non-Hispanic If viewing a student record for the 2015 exam administration or prior, this field will be blank. Please refer to field 19 for race/ethnicity data.

APPENDIX B

AP Student Datafile Layout

AP Student Datafile for Schools and Districts
2017 Layout Format

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Column #	Column Name	Optional	Data Type	Comment
Student Information				
1	AP Number	No	VARCHAR2(8)	Student's AP registration number for this exam administration. This is unique per student per administration year.
2	Last Name	No	VARCHAR2(15)	The student's surname.
3	First Name	No	VARCHAR2(12)	The student's given name.
4	Middle Initial	Yes	VARCHAR2(1)	The student's middle initial.
5	Student Street Address 1	Yes	VARCHAR2(30)	First line of the student's street address.
6	Student Street Address 2	Yes	VARCHAR2(30)	Second line of the student's street address.
7	Student Street Address 3	Yes	VARCHAR2(30)	Third line of the student's street address.
8	Student State	Yes	VARCHAR2(2)	Domestic Only
9	Student Zip Code	Yes	VARCHAR2(9)	Domestic Only
10	Student Province	Yes	VARCHAR2(32)	International Only
11	Student International Postal Code	Yes	VARCHAR2(10)	International Only
12	Student Country Code	Yes	VARCHAR2(3)	International Only
13	Sex	No	VARCHAR2(1)	M = Male F = Female U = Unknown
14	Date of Birth	Yes	VARCHAR2(6)	Format = MMDDYY
15	Social Security Number	Yes	VARCHAR2(9)	The nine-digit number of identification assigned to the student by the Social Security Administration.
16	School ID	Yes	VARCHAR2(20)	
17	Education Level	No	VARCHAR2(2)	3 = < 9th Grade 4 = 9th Grade 5 = 10th Grade 6 = 11th Grade 7 = 12th Grade 8 = No longer in high school 11 = Unknown
18	Filler	Yes	VARCHAR2(3)	
19	Ethnic Group 2015 and Prior	Yes	VARCHAR2(2)	Code representing the race/ethnicity that the student has self-reported. The following race and ethnicity values are only valid for the 2015 and prior admins: 0 = I do not wish to respond 1 = American Indian or Alaska Native 2 = Asian, Asian American, or Pacific Islander 3 = Black or African American 4 = Hispanic 5 = Mexican or Mexican American 6 = Puerto Rican 7 = Other Hispanic, Latino, or Latin American 9 = White 10 = Other If viewing a student record for the 2016 exam administration or after, this field will be blank. Please refer to fields 243 and 244 for race/ethnicity data.
20	Student Search Indicator	No	VARCHAR2(1)	Identifies whether the student chose to participate in the College Board Student Search Service. Y = Yes N = No
21	Best Language	Yes	VARCHAR2(1)	Indicates which language the student knows best. 1 = English Only 3 = English and Another 4 = Another 0 = No Response
Previous AI Information (Occurs 2 times)				
22..	Previous AI Year **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(2)	Format = YY Year that student attended a previous school.
23..	Previous AI Code **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(6)	Unique code representing the school that student previously attended. Six digits, with leading zeros, if applicable.

AP Student Datafile for Schools and Districts
2017 Layout Format

Column #	Column Name	Optional	Data Type	Comment
Awards Information (Occurs 6 times)				
26..	Award Type **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(2)	01 = AP Scholar 02 = AP Scholar with Honor 03 = AP Scholar with Distinction 04 = State AP Scholar 05 = National AP Scholar 06 = National AP Scholar (Canada) 07 = AP International Diploma 08 = DoDEA AP Scholar 09 = International AP Scholar 12 = National AP Scholar (Bermuda) 13 = AP Capstone Diploma 14 = AP Seminar and Research Certificate
27..	Award Year **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(2)	Format = YY Year in which the student qualified for the award.
High School Information				
38	AI Code	No	VARCHAR2(6)	Unique code identifying the school the student attended at the time of the exam administration. Six digits, with leading zeros, if applicable.
39	Institution Name	Yes	VARCHAR2(30)	Name of the school the student attended at the time of the exam administration.
40	AI Street Address 1	Yes	VARCHAR2(30)	First line of the street address of the school.
41	AI Street Address 2	Yes	VARCHAR2(30)	Second line of the street address of the school.
42	AI Street Address 3	Yes	VARCHAR2(30)	Third line of the street address of the school.
43	AI State	Yes	VARCHAR2(2)	Domestic Only
44	AI Zip Code	Yes	VARCHAR2(5)	Domestic Only
45	AI Province	Yes	VARCHAR2(32)	International Only
46	AI International Postal Code	Yes	VARCHAR2(10)	International Only
47	AI Country Code	Yes	VARCHAR2(3)	International Only
College Institution Information (College Requested on the Student's Answer Sheet)				
48	College Code	Yes	VARCHAR2(6)	Format = 00#### Unique code identifying the college, university, or scholarship program to which the student has requested to send AP scores.
49	Contact Name	Yes	VARCHAR2(30)	The contact within the institution to which the student has requested to send AP scores.
50	Institution Name	Yes	VARCHAR2(30)	The name of the institution to which the student has requested to send AP scores.
51	DI Street Address 1	Yes	VARCHAR2(30)	First line of the street address of the institution.
52	DI Street Address 2	Yes	VARCHAR2(30)	Second line of the street address of the institution.
53	DI Street Address 3	Yes	VARCHAR2(30)	Third line of the street address of the institution.
54	DI State	Yes	VARCHAR2(2)	Domestic Only
55	DI Zip Code	Yes	VARCHAR2(5)	Domestic Only
56	DI Province	Yes	VARCHAR2(32)	International Only
57	DI International Postal Code	Yes	VARCHAR2(10)	International Only
58	DI Country Code	Yes	VARCHAR2(3)	International Only
Exam Information (Occurs 30 times) Listed by most recent exam(s) first				
59..	Admin Year **[N]** (where 'n' represents the number of occurrences)	No	VARCHAR2(2)	Format = YY Year in which the student took the exam.
60..	Exam Code **[N]** (where 'n' represents the number of occurrences)	No	VARCHAR2(2)	Unique code representing the exam the student took. Please refer to page 4 for the full list of valid exam codes and exam names.
61..	Exam Grade **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(1)	Student's exam score. Reported on a scale of 1-5.
62..	Irregularity Code #1 **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(2)	Code indicating the type of irregularity or event related to the student's exam, if any. Please refer to page 5 for the full list of valid codes and descriptions.
63..	Irregularity Code #2 **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(2)	Please refer to page 5 for the full list of valid codes and descriptions.
64..	Class Section Code **[N]** (where 'n' represents the number of occurrences)	Yes	VARCHAR2(1)	Number representing the specific section the student belongs to. Used to distinguish multiple class sections or multiple teachers teaching the same AP subject/exam. Valid values are 1 thru 9, and is assigned by the AP Coordinator at the time of the exam administration.

Column #	Column Name	Optional	Data Type	Comment
History Information				
239	Date Grades Released to College	Yes	VARCHAR2(6)	Format = MMDDYY
240	Date of Last Student Update	No	VARCHAR2(6)	Format = MMDDYY Date on which the student's record was last updated.
241	Date of this report	No	VARCHAR2(6)	Format = MMDDYY Date this report was generated.
Student Information Continued				
242	Student Identifier	Yes	VARCHAR2(25)	A unique number or alpha code assigned to the student by the school, school system, state, or other entity.
243	Race Ethnicity Student Response 2016 and Forward	Yes	VARCHAR(11)	This field is populated for the 2016 exam administration and forward. The student's self-reported race and/or ethnicities. All characters contain either a 'Y' or a 'N'. The letter 'Y' indicates that race/ethnicity value was selected by the student while the letter 'N' indicates it was not. One, multiple, or none may be checked with a 'Y'. Position 1 = Cuban Position 2 = Mexican Position 3 = Puerto Rican Position 4 = Other Hispanic Or Latino Position 5 = Non-Hispanic Or Latino Position 6 = American Indian Or Alaska Native Position 7 = Asian (Including Indian Subcontinent And Philippines Origin) Position 8 = Black Or African American (Including Africa And Afro-Caribbean Origin) Position 9 = Native Hawaiian Or Other Pacific Islander Position 10 = White (Including Middle Eastern Origin) Position 11 = Other If viewing a student record for the 2015 exam administration or prior this field will be blank. Please refer to field 19 for race/ethnicity data.
244	Derived Aggregate Race Ethnicity 2016 and Forward	Yes	VARCHAR(2)	This field is populated for the 2016 exam administration and forward. The student's aggregate race/ethnicity per federal reporting guidelines. 0 = No Response 1 = American Indian/Alaska Native 2 = Asian 3 = Black/African American 4 = Hispanic/Latino 8 = Native Hawaiian or Other Pacific Islander 9 = White 10 = Other 12 = Two Or More Races, Non-Hispanic If viewing a student record for the 2015 exam administration or prior this field will be blank. Please refer to field 19 for race/ethnicity data.

AP Student Datafile for Schools and Districts
2017 Layout Format

Exam Code	Exam Name
07	United States History
13	Art History
14	Studio Art: Drawing Portfolio
15	Studio Art: 2-D Design Portfolio
16	Studio Art: 3-D Design Portfolio
20	Biology
22	Seminar
23	Research
25	Chemistry
28	Chinese Language and Culture
31	Computer Science A
*33	Computer Science AB
32	Computer Science Principles
34	Microeconomics
35	Macroeconomics
36	English Language and Composition
37	English Literature and Composition
40	Environmental Science
43	European History
48	French Language and Culture
*51	French Literature
53	Human Geography
55	German Language and Culture
57	United States Government and Politics
58	Comparative Government and Politics
60	Latin
*61	Latin Literature
62	Italian Language and Culture
64	Japanese Language and Culture
66	Calculus AB
68	Calculus BC
69	Calculus BC: AB Subscore
75	Music Theory
76	Music Aural Subscore
77	Music Non-Aural Subscore
80	Physics C: Mechanics
82	Physics C: Electricity and Magnetism
*78	Physics B
83	Physics 1
84	Physics 2
85	Psychology
87	Spanish Language and Culture
89	Spanish Literature and Culture
90	Statistics
93	World History
	* Exam no longer administered

Irregularity Code	Irregularity Description
01	Multiple events
02	Score based on incomplete or otherwise irregular portfolio
03	Exam administered late-exam materials delayed
04	Student started exam late due to illness
05	Student lost 10-30 minutes due to illness
06	Student lost time due to illness
07	Student lost more than 1 hour due to illness
11	School reports certified disability
18	Student reports being ill during exam
19	School reported distraction during exam
20	School reported undertiming of 5 minutes or less
22	Score projected - 100% multiple-choice & written essay
24	Score projected from free-response section
27	Equation table not available-performance possibly affected
29	Score projected from multiple-choice section
30	Student started exam late
34	School reported distraction during exam
37	Portion of exam lost - score projected from remainder
38	Media not scorable - score projected from remainder
39	School started exam late
40	School reported undertiming of more than 5 minutes
41	Score projected based on speaking and essay parts
42	Portion unscorable - score projected from remainder
43	School reported equipment problem during exam
44	Score projected from multiple-choice section
49	Presentation score(s) not reported, projected from remainder
51	Score projected from free-response section
56	Score projected from multiple-choice and free-resp. sections
57	Score projected from multiple-choice and free-resp. sections
58	Score projected from multiple-choice and free-resp. sections
60	School reported overtiming of more than 10 minutes
61	School reported undertiming of more than 10 minutes
63	Part of tape not scorable - score projected from remainder
66	School reported overtiming of more than 5 minutes
67	Part of exam lost - 1 section retaken
68	Part of exam lost - 1 section retaken in august
70	School reported undertiming of more than 15 minutes
74	Part of exam unscorable - 1 section retaken
78	Score projected from 75% of exam
79	Score projected from 80% of exam
80	Score delayed - will be reported as soon as possible
81	Score delayed - will be reported as soon as possible
82	Score delayed -will be reported as soon as possible
83	Score delayed -will be reported as soon as possible
84	Score delayed -will be reported as soon as possible
85	Score delayed -will be reported as soon as possible
86	Score delayed -will be reported as soon as possible
87	Score canceled due to missing portion of exam
88	Score delayed -will be reported as soon as possible
89	Score delayed -will be reported as soon as possible
90	Score delayed -will be reported as soon as possible
91	Score canceled due to missing portion of exam
92	Score canceled
93	Score delayed -will be reported as soon as possible
94	Score canceled at student's request
95	Second exam canceled-was not authorized
96	In process - contact us if score not received by 9/1
97	Score delayed -will be reported as soon as possible
98	Score withheld on college report at student's request

About the College Board
The College Board is a mission-driven not-for-profit organization that connects students to college success and opportunity. Founded in 1900, the College Board was created to expand access to higher education. Today, the membership association is made up of over 6,000 of the world's leading educational institutions and is dedicated to promoting excellence and equity in education. Each year, the College Board helps more than seven million students prepare for a successful transition to college through programs and services in college readiness and college success—including the SAT® and the Advanced Placement Program®. The organization also serves the education community through research and advocacy on behalf of students, educators, and schools.