PIMS DATA MAINTENANCE REQUEST - B School Year:

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PLEASE:		SUBMIT NON-SPECIAL EDUCATION REQUESTS TO:				
 DO NOT FAX a Coversheet DO NOT EMAIL AND FAX THE FORM 		EMAIL: RA-DDQDATACOLLECTION@PA.GOVFAX: 717.787.1787				
Section 1 – LEA Information						
DATE OF REQUEST:		PIMS SUPPORT SERVICES TICKET:				
REQUESTING ENTITY AUN:		REQUESTING ENTITY NAME:				
CONTACT PERSON EMAIL:		CONTACT PERSON TELEPHONE:				
CONTACT PERSON NAME:		PIMS Administrator Email:				
PIMS ADMINISTRATOR NAME:		PIMS Administrator Signature:				
Section 2 – Select collection template(s) to be deleted						
A NEW, SEPARATE PIMS SUPPORT SERVICES TICKET IS REQUIRED FOR EACH AUN AND NEW DATA MAINTENANCE REQUEST						
See PIMS Data Maintenance Request - A for data sets <u>not</u> listed on this form:						
ATTACH SPREADSHEET WITH <u>ALL</u> REQUIRED INFORMATION FOR 1-10 RECORDS						
REQUESTS FOR 11 OR MORE RECORDS — PER PDE POLICY, THE ENTIRE TEMPLATE <u>WILL</u> BE DELETED						
AN ASTERISK (*) INDICATES REQUIRED INFORMATION THAT <u>MUST</u> BE INCLUDED IN AN ATTACHED SPREADSHEET						
☐ INTERSCHOLASTIC ATHLETIC OPPO	ORTUNITIES	☐ PATI				
Survey Participant Response		DISTRICT SNAPSHOT				
☐ DISTRICT FACT	Support Personnel	TITLE I	☐ HOME EDUCATION & PRIVATE TUTORING			
NOTE: ONLY ENTIRE TEMPLATE CAN BE DELETED.	SAFE SCHOOLS	LEP				
SAFE SCHOOLS	INCIDENT * AUN, LOCATION CODE, SCHOOL YEAR – OR * AUN, SCHOOL YEAR - OR * AUN, INCIDENT ID, SCHOOL YEAR		INCIDENT OFFENDER PARENT INVOLVED * AUN, SCHOOL YEAR			
	INCIDENT OFFENDER * AUN, LOCATION CODE, SCHOOL YEAR - OR * AUN, SCHOOL YEAR		INCIDENT VICTIM * AUN, LOCATION CODE, SCHOOL YEAR – OR * AUN, SCHOOL YEAR			
	INCIDENT OFFENDER DISCIPLINARY ACTION * AUN, SCHOOL YEAR		LOCATION FACT * CATEGORY 1 – TRUANCY, SUSPENSION, EXPULSION, INCIDENT			
	INCIDENT OFFENDER INFRACTION * AUN, SCHOOL YEAR		PERSON * AUN, SCHOOL YEAR – OR * AUN, PERSON ID, SCHOOL YEAR			
STAFF - SAFE SCHOOLS	STAFF ASSIGNMENT (9998) * AUN, STAFF ID, ASSIGNMENT	NT CODE	STAFF SNAPSHOT - * DATE:			
SUBMIT REQUESTS FOR SPECIAL EDUCATION TO: 717.783.6139						
Student Snapshot template requests <u>must</u> be submitted on the PIMS Data Maintenance Request — A form						
SPECIAL EDUCATION SNAPSHOT *DATE:			Entire Template			
STUDENT FACT - ACT 16 FUNDS:			Entire Template			

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