Data Tip: Race and Ethnicity Reporting

Within the CRDC, all LEAs must report students using the seven racial/ethnic categories found in the U.S. Department of Education's Final Guidance on Collecting, Maintaining and Reporting Data on Race and Ethnicity. The Final Guidance can be found at http://nces.ed.gov/pubs2008/rediguide/pdf/appendixA.pdf.

The Final Guidance outlines a procedure for ***collecting*** racial and ethnic data and a procedure for ***reporting*** racial and ethnic data.

Collecting by the Seven Race and Ethnicity Categories

To collect the data, the agency must ask a two part question:

1) Are you Hispanic/Latino (Yes/No)

2) Select one or more races from the following five racial groups:
   a) American Indian or Alaska Native
   b) Asian
   c) Black or African American
   d) Native Hawaiian or Other Pacific Islander
   e) White

Reporting the Seven Race and Ethnicity Categories

Once the data are collected, the data are tabulated and reported as follows.

There are 7 reporting categories:
1) Hispanic/Latino of any race
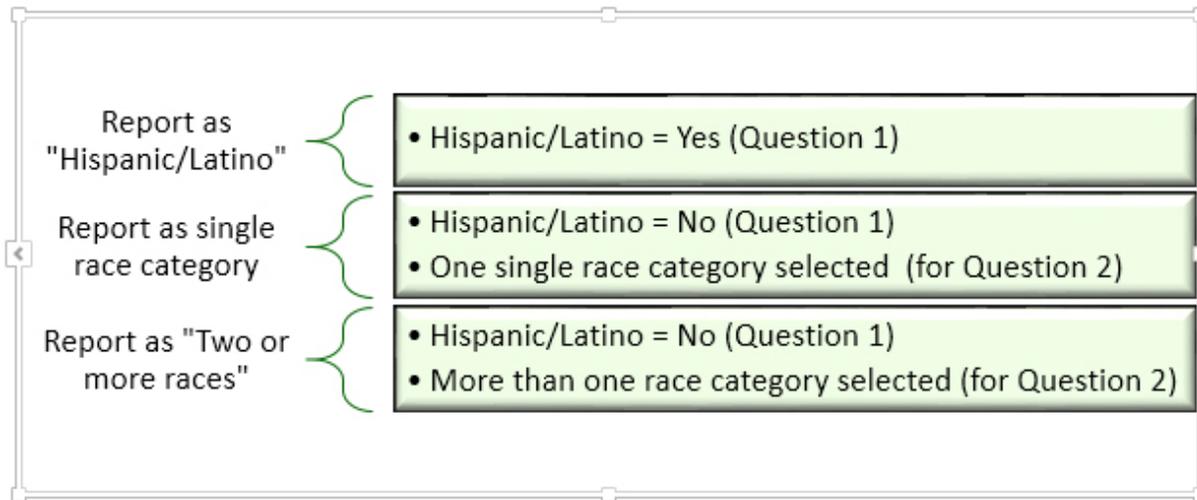
And for individuals who are non-Hispanic/Latino:
2) American Indian or Alaska Native
3) Asian
4) Black or African American
5) Native Hawaiian or Other Pacific Islander
6) White
7) Two or more races

Note: These procedures do not include an option for a student to select a box labeled "Two or more races." Collections that employ such a method do not comply with the Final Guidance.

Note: Some states may breakdown these categories into more granular categories for state reporting needs, but for CRDC purposes, they must be rolled up into these categories.

How to Determine the Reporting Category:

Report as "Hispanic/Latino"	• Hispanic/Latino = Yes (Question 1)
Report as single race category	• Hispanic/Latino = No (Question 1) • One single race category selected (for Question 2)
Report as "Two or more races"	• Hispanic/Latino = No (Question 1) • More than one race category selected (for Question 2)

If a student answered the first question "Yes" then that student is tabulated as Hispanic, even if the student selected one or more categories in response to the second question.

If a student answered the first question "No" and selected a single category for the second question, then that student is tabulated as the selected category from the second question.

If a student answered the first question "No" and selected more than one category for the second question, then that student is tabulated as "Two or more races."

What if Race/Ethnicity Data are not Provided?

If a student, parent or staff member does not provide racial/ethnic data, please see the guidance provide by the Department of Education at the following link:
http://www2.ed.gov/policy/rschstat/guid/raceethnicity/questions.html#noresponse.

For CRDC Reporting:

For CRDC purposes, do not report students whose race is unknown or undeclared. The CRDC calculates totals based on the sum of racial/ethnic categories, so you will get an error if you, for example, report a student as limited English proficient without including the student in the counts by gender and race/ethnicity.