Working with the Enrolments in Student Programs extract from Data BC

Understanding the Enrolment in Student Programs data extract	Read the following documents: • *Enrolments in Student Programs definitions* • Ministry of Education data masking policy
How can I work with this data set in Microsoft Excel?	The following tutorial may be helpful: • Auto-filtering in Excel • Keeping leading zeros and large numbers in Excel

Conventions in this document

BOLDED_WITH_UNDERSCORES	Indicates a column name (for example, **DATA_LEVEL**)
'Text within single quotation marks'	Indicates a column value (for example, 'Apprenticeship')

Instructions

1. Open your local copy of the file.

2. Apply auto-filtering to the heading row. (This is not essential, but it makes it easier to work with the data when you have more than a screen's worth of rows.)

3. Use the auto-filter on the **DATA_LEVEL** column to select either 'District Level', 'Province Level', or 'School Level'.

4. The next column to work with depends on which value you just selected:

   • If you selected 'Province Level', use **PUBLIC_OR_INDEPENDENT** to set which schools to include in your Student Programs results (public, independent, or province total).

   • If you selected 'District Level', use either **DISTRICT_NUMBER** or **DISTRICT_NAME** to select the district whose Student Programs results you want to see. (Note that independent schools do not have school districts.)

   • If you selected 'School Level', use either **SCHOOL_NUMBER** or **SCHOOL_NAME** to select the school whose Student Programs results you want to see.

5. To remove all masked data ('Msk'), use the auto-filter to deselect 'Msk' from HEADCOUNT (column J).

6. To isolate the program(s) you are interested in, filter **ENROLMENT_CATEGORY**.

7. Use the auto-filter on **SCHOOL_YEAR** to select data from a specific school year (e.g., '2021/2022').

Sample Questions

Question:
How many Grade 8 Early French Immersion students were there in School District 40 (New Westminster) in the 2022/2023 school year?

Path to answer:
1. Filter **SCHOOL_YEAR** to '2022/2023'
2. Filter **DATA_LEVEL** to 'District Level'
3. Filter **DISTRICT_NUMBER** to '040'
4. Filter **ENROLMENT_CATEGORY** to 'Early French Immersion'
5. Filter **GRADE** to '8'
6. Column J (**HEADCOUNT**) = 109

Question:
What was the change in enrolment for Grade 12 students in career preparation in BC from 2016/2017 to 2020/2021?

Path to answer:
1. Filter **DATA_LEVEL** to 'Province Level'
2. Filter **PUBLIC_OR_INDEPENDENT** to 'Province-Total'
3. Filter **SCHOOL_YEAR** to show '2016/2017' and '2020/2021'
4. Filter **SLD_ENROLMENT_CATEGORY** to 'Career Preparation'
5. Filter **GRADE** to '12'
6. See Column J (4,524 in 2016/2017 to 3,327 in 2020/2021)
7. Enrolment decreased by 1,197