

## Assigning State IDs

Once your student information has been uploaded to the MOSIS ID System, the next step is to validate the data submitted, assign state IDs and download the assigned IDs.

### Validation

The MOSIS system validates the data submitted, ensuring that all the information submitted is in the correct format.

- Click the “Validate Data” button, then click “Back to Home” to return to the home screen.

### Assign State ID

After the data has been validated, we are ready to assign the state IDs. This starts the process for the matching engine to assign new state IDs, update student history, or request the resolution of near matches.

- Click the “Assign State ID” button, then click “Back to Home” to return to the home screen.

### Resolve Near Match

The “Resolve Near Matches” button will appear if the system has recognized student information that matches the student information that you uploaded. Please see the “MOSIS ID Assignment-Resolve Near Match” procedure for more information.

### Download State ID

Once near matches are resolved, you can download your state IDs.

UPLOAD DATE	SUBMISSION TYPE	BATCH INFO	DISTRICT	SCHOOL	SOURCE SYSTEM	STATUS	RECORD COUNT	NEXT ACTION
2/14/2018 15:10	File	670381	500500	0000	Default	File Uploaded. Begin Validation Stage.	1 of 1	VALIDATE DATA
2/14/2018 15:10	File	670381	500500	0000	Default	Data Validation Complete. Ready to Assign State IDs.	1 of 1	ASSIGN STATE ID
2/14/2018 15:10	File	670381	500500	0000	Default	Near Matches / Duplicates Found	1 of 1	RESOLVE NEAR MATCHES
2/14/2018 15:10	File	670381	500500	0000	Default	ID(s) Assigned.	1 of 1	DOWNLOAD STATE ID

*ID Assignment Process Flow*