



## State of New Jersey

DEPARTMENT OF EDUCATION  
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JON S. CORZINE  
*Governor*

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*Commissioner*

May 1, 2008

**TO:** Chief School Administrators  
Charter School Lead Persons

**FROM:** William King, Assistant Commissioner  
Division of Field Services

Jack Longworth, CIO  
Division of Chief of Staff

**SUBJECT: NJ SMART Student Identification Number (SID)**

The Department would like to take this opportunity to thank you for your hard work during the NJ SMART student identification number (SID) issuance and resolution process for the December 1<sup>st</sup> Special Education file. This assignment of SIDs is critical to meeting our goal of having unique student identification numbers for all students in the New Jersey K-12 education system to allow educators to be able to link student performance records longitudinally, even with the high mobility rates we experience in New Jersey.

With the release of NJ SMART 2.0 on June 2, 2008, all LEAs will be able to obtain a SID for every student in real-time, and will no longer have to wait for core data submissions to obtain a SID for a student. As a result, all LEAs should be using the SID as a critical data element in all student files and records. The Department has updated the Student Transfer Card to include the SID, and LEAs should immediately begin listing SIDs on all important student records.

***The SID is now a required element on all student transcripts and permanent record files.*** The Department sent out a memo notifying LEAs of this requirement last June; this is a reminder that many of the Department's top priorities this year require that SIDs are used comprehensively on all student files. It is essential that schools now include SID on student transcripts and that the SID number is labeled "NJ SID" so that it is easily identifiable.

If you have questions or comments, please call NJ SMART at 1-800-254-0295 or send an email to [NJSMART@pcgus.com](mailto:NJSMART@pcgus.com).

Again, thank you for your continued hard work and commitment to NJ SMART. This project continues to be the Department's highest priority, and we firmly believe that all districts, staff and students will benefit from the NJ SMART database.

C: County Superintendents  
LEE Group  
Garden State Coalition of Schools  
John Hart