

Education Data Exchange (EDX)

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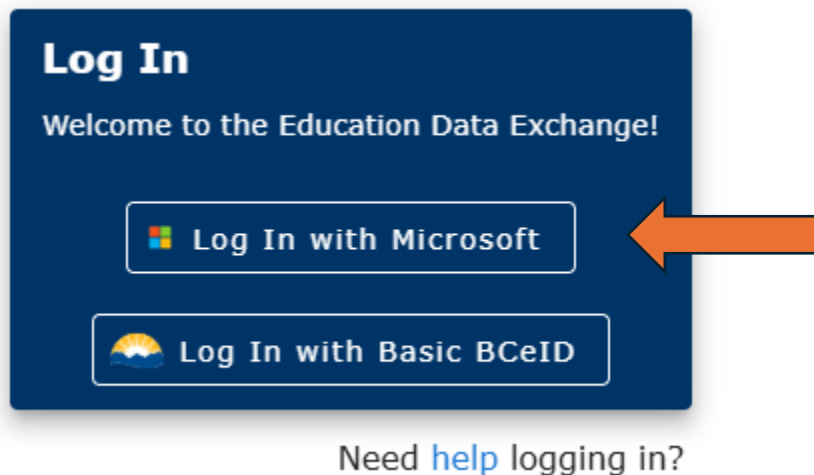
Student Level Data Collection (1701)6

What is EDX?

EDX is a data collection platform that has modernized and simplified how schools and districts submit 1601 and 1701 data to the ministry.

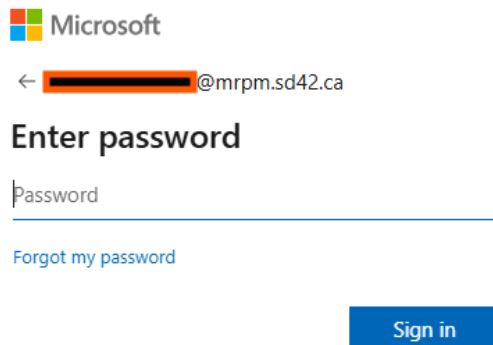
EDX Login Page: **<https://educationdataexchange.gov.bc.ca/login>**

When logging to EDX, use 'Log In with Microsoft'



This will re-direct you to district login page.

- Login with your district login details.
 - Username: *FirstName_LastName@mrpm.sd42.ca*
 - Password: *District Password*



Microsoft

← [Redacted]@mrpm.sd42.ca





Enter password

Password

[Forgot my password](#)

Sign in

EDX Dashboard:

 Secure Messaging Inbox 0 messages, 0 unread	 School Contacts Last updated:2024/10/16
 School Details Last updated:2024/05/29	 Student Level Data Collection (1701) September Collection is Open

EDX is used for:

- Updating 1601 Information
- Submitting updates related to student's PEN to PENs Coordinator
- Submitting 1701

What is 1601?

The ministry collects key information about schools and district which auto-populates the [School & District Contact Information \(SDCI\) website](#).


The information that is collected:


- School demographics: name, physical and mailing address, phone/fax number and email address
- Name of principal, vice principal, and secretary/records clerk and their contact information


School information (name and address) will now be used for the production and distribution of student transcripts and graduation certificates and therefore it is important that any changes to school information is updated in EDX as soon as possible.


1601 information can be updated in School Details and School Contacts tiles in the EDX Dashboard.

School Details

**Secure Messaging Inbox**
0 messages, 0 unread

**School Contacts**
Last updated: 2024/10/16

**School Details**
Last updated: 2024/05/29

**Student Level Data Collection (1701)**
September Collection is Open

Click **Edit** to update the details.

Details **Contacts**

Status
● Open

School Category
Public

Facility Type
Standard

Grades Offered
8, 9, 10, 11, 12

School Organization
Ten Months

NLC Activity

Contact Information

Phone
[REDACTED]

Fax
[REDACTED]

Email
[REDACTED]

Website
[REDACTED]


Addresses


☒ Mailing Address
[REDACTED]


☐ Physical Address
Same as Mailing Address


[Edit](#)

School Contacts

**Secure Messaging Inbox**
0 messages, 0 unread

**School Contacts**
Last updated: 2024/10/16

**School Details**
Last updated: 2024/05/29

**Student Level Data Collection (1701)**
September Collection is Open

Details **Contacts**

Active

Pending Start Date

Pending End Date

[+ New Contact](#)

Principal

● [REDACTED]

2023/12/11

Principal

☒ [REDACTED]

☐ [REDACTED]

[Edit](#) [Remove](#)

Vice Principal

● [REDACTED]

2024/05/29

Vice Principal

☒ [REDACTED]

☐ [REDACTED]

[Edit](#) [Remove](#)

● [REDACTED]

2024/05/29

Vice Principal


☒ [REDACTED]


☐ [REDACTED]


[Edit](#) [Remove](#)


Click '+ New Contact' to add a new contact or click 'Edit' to update the details of existing contact. You may also 'Remove' a contact is no longer active.

Secure Messaging Inbox

**Secure Messaging Inbox**
0 messages, 0 unread



**School Contacts**
Last updated:2024/10/16

**School Details**
Last updated:2024/05/29

**Student Level Data Collection (1701)**
September Collection is Open

Secure Messaging is a channel for schools and districts to provide Personal Education Number (PEN) demographic updates which could include supporting documents for a legal name change, gender, etc.

To create a new email, click ‘ + New Message’



☒ Active Only ☐ All More Filters

There are no messages.

Items per page: 15 0-0 of 0 < >

Enter all the required details and using the buttons below the Message, attach a file and add a student for whom you are submitting the update.

To





Required

Subject

Required

Message


Required





Cancel Send


If there's any reply to your message, it will be in the secure messaging inbox. Please ensure to check it regularly after submitting any update.

Student Level Data Collection (1701)

**Secure Messaging Inbox**
0 messages, 0 unread


**School Contacts**
Last updated:2024/10/16

**School Details**
Last updated:2024/05/29

**Student Level Data Collection (1701)**
September Collection is Open

There are 7 steps to complete the submission of 1701 data in EDX.

Open Collections



Current Step: 1 of 7

Student Level Data (1701)
September 2025 Collection
Submission Due: 2025-10-10

Continue →

Collection History

Collection Type

Year

Collection Type	Year
July	2025
February	2025
September	2024

The first page shows the 'Current step' of the submission. Click 'Continue' to proceed with the submission.

Collection History shows previous 1701 submissions.

Step 1: Upload Data

The district receives 1701 extract (.std file) from all schools and uploads it to EDX.

Step 2: Review and Fix Data Issues

This step lists 3 types of data issues:

Errors – These are serious data issues that must be corrected before moving forward to the next step.

Funding Warning – These warnings are meant to inform that funding will not be realized based on the submitted data. These warnings need not be fixed to move to the next step.

Information Warning – These warnings suggests that there’s probably a typo in the submitted data. These need not be fixed to move to the next step.

The district will provide all schools their errors and warnings. The schools will resolve the errors in MyEd prior to the next submission.

Step 3: Edit/Verify Data

This step can only be accessed once the **errors** are resolved. It requires the schools/district to review all the submitted data and associated programs to ensure accuracy.

The following tabs are found in this step and each tab has a **detail view** and a **summary view**. Detail View list all students in a table while Summary View provides a headcount of the students.

- All Students
- French Programs
- Career Programs
- Indigenous Students & Support Programs
- Inclusive Education
- English Language Learning
- Refugee (Feb Collection Only)



Schools are requested to review the headcount of students in all the tabs and inform the district of any discrepancy. If there are any edits required, district can do so.

Step 4: Review and Fix Identical PENs

This steps lists all students with identical PEN within the same school. This is resolved by the district in EDX but schools will need to resolve the duplicate student in MyEd.

Step 5: Submit data to the district

Upon reviewing the data, the schools will need to submit the data to the district.

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The screenshot shows a web application interface for submitting data. It includes filters for various student groups, tabs for 'Detail View' and 'Summary View', and sections for 'Student Headcount' and 'Grade Headcount'. The main table displays 'Grade Enrolment & Eligible FTE' with columns for grades K7 through SU, GA, HG, and a Total column. Rows are grouped by 'School Aged', 'Adult', and 'All Students', each with sub-rows for 'Headcount', 'Eligible for FTE', and 'FTE Total'. A blue banner at the bottom states: 'All FTE Values, Program Headcounts, and Program Eligibility are estimated results and still require a final review from the ministry staff.' An orange arrow points to a button at the bottom right labeled '✓ Submit 1701 Data to District'.

Step 6: Resolve Province Duplicates

This lists **Non-Allowable** duplicates, for example, a student crossed enrolled between different schools in different districts and only 1 school gets to claim the student.

This step is completed at the district level but once the ministry releases this report, anyone who has role to access 1701 data in EDX will receive a notification email.

Step 7: Completed

No further action needed