

# DOE Teacher Compensation File Layout

as of 5/12/2023



File to be uploaded must be in comma delimited format with a .CSV file extension and no header row

Field	Maximum Length	Explanation and Examples	
Fiscal Year	4	Fiscal year of data submission ex. 2023	Required
District Number	5	EX. 02001, 50003, 23002, 05201	Required
Last Name	60		Required
First Name	60		Required
SSN	9	numeric characters only; no dashes	Required
FTE	4	maximum total 4 positions; 2 decimals	Required
Contract Salary	7	maximum total 7 positions; no decimals	Required
Total Benefit Cost	7	maximum total 7 positions; no decimals	Required

## Example File Record

2023	06007	Jones	John	000123333	1.00	40000	10000
2023	06007	Smith	Jack	444556666	0.75	30000	7500
2023	06007	Doe	Jane	777889999	0.50	20000	5000

## CONTACT INFORMATION:

Bobbi Leiferman

605-773-5407

[Bobbi.Leiferman@state.sd.us](mailto:Bobbi.Leiferman@state.sd.us)

Krislyn Norgaard

605-773-4748

[Krislyn.Norgaard@state.sd.us](mailto:Krislyn.Norgaard@state.sd.us)