






2014-2015 Teacher-Student Data Link Interchange – Course Enrollment

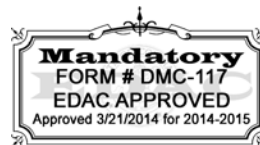
Purpose: The purpose of the Student-Teacher Data Link Interchange-Course Enrollment file is to capture the data that links the students enrolled in each course instructed during the reported school year.

Dependencies: Each student has been assigned a Student Identifier (SASID) and updated through the Record Identity System (RITS). Each SASID is also reported in the Student Interchange for the reporting LEA. The Local Course Code has been mapped to a State Standard Course Code (SSCC) through the SSCC interchange.

Record Expectation: In the Teacher-Student Data link Interchange file, the LEA should submit 1 record for each unique course, section, and student enrolled for the reporting LEA in the selected school year.

 - Indicates Primary Key

Name of Field	Field Length	Text Start Position	Text End Position	CSV Order	Excel Column	Examples	Remarks
Course Enrollment File							
Note: ZERO-FILL ALL NON-APPLICABLE FIELDS							
*Indicates Required							
District Code 	4	1	4	1	A2	0001	
School Code 	4	5	8	2	B2	2200	
Local Course Code 	100	9	108	3	C2	1234	
Section Number 	25	109	133	4	D2	1	
SASID 	10	134	143	5	E2	123456789	
Student's Last Name *	30	144	173	6	F2	Smith	



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Student's First Name *	30	174	203	7	G2	John	
Student's Gender *	2	204	205	8	H2	01	
Student's Date of Birth *	8	206	213	9	I2	01012000	
Roster Start Date	8	214	221	10	J2	09152012	
Roster End Date	8	222	229	11	K2	12152012	
Credit Earned	4	230	233	12	L2	4	
Course Completion Status *	1	234	234	13	M2	2	
Verified *	2	235	236	14	N2	02	

Course Enrollment Data Elements and Definitions

School District/BOCES Code - A unique code assigned to a district by CDE. Refer to School District/BOCES Code table at http://www.cde.state.co.us/DataPipeline/org_dist-BOCES.asp

School Code – A unique code assigned by CDE to a school building. Refer to School Building Code Table at http://www.cde.state.co.us/DataPipeline/org_school.asp.

Local Course Code – The identifier designated by the local district for the course.

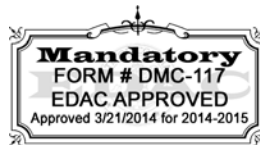
Section Number – The identifier designated by the local district for the section for the course.

SASID – A **unique** ten-digit numeric field containing the ten digit value assigned by CDE to the student whose record is being submitted for processing.

Student's Last Name – The thirty character field contains the student's last name. This thirty digit field is REQUIRED and if left blank will result in an error.

Student's First Name – The thirty character field contains the student's first name. This thirty digit field is REQUIRED and if left blank will result in an error.

Student's Gender - A two digit numeric field containing the value of the student's gender.



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01	Female
02	Male

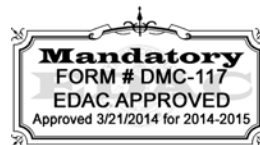
Student's Date of Birth - The month, day, and year on which an individual was born

Roster Start Date – The month, day and year on which the student began enrollment in the course.

Roster End Date – The month, day and year on which the student stopped enrollment in the course.

Credit Earned – Credit earned is currently not being collected. Credit earned must be populated with a 4 digit number or NA. Examples of valid codes are listed below. Please note, these are examples only and other forms can be accepted as long as it is 4 digits in length or NA.

0000	Zero Filled
NA	Not Applicable
0.50	Example of 0.5 credits
4.00	Example of 4 credits
10.0	Example of 10 credits



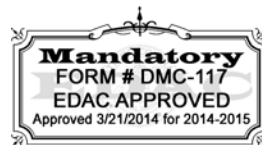
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Course Completion Status– An indicator of whether the student completed the course (pass or fail), withdrew or ended the term with an incomplete status. Required to be reported for students in 9th through 12th grade in the 2014-2015 data collection. Required to be reported for all students in Kindergarten through 12th grade in the 2015-2016 data collection. For assistance: If an elementary student (K-6th grade) is being promoted to the next grade level for the next school year; then this field can be reported with code 2 (completed-pass) for all records pertaining to that particular student at the end of the school year.

0	Currently Enrolled
1	Completed - Fail
2	Completed - Pass
3	Incomplete/Partial

Verified– Indicates the educator reviewed and verified the students were enrolled in the course for the duration reported. This field is optional and is used for roster verification. If roster verification is not being utilized by LEA, field should be zero-filled (00) for N/A.

00	N/A
01	Not Verified
02	Verified



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Document Changes

Date	Description of change	Reason for change	Elements affected
September 10 th , 2013	Created and Finalized Document		
April 1, 2014	Added codes for course completion status		
August 19, 2014	Added additional information in purpose and field definitions for guidance.	Additional guidance.	Verified status, course completion and credit earned.

