






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

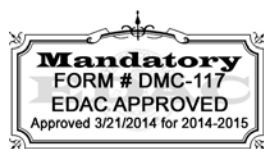
Purpose: The purpose of the Student-Teacher Data Link Interchange-Course Instructor File is to capture data that links the courses instructed with the educator of records and contributing professionals as applicable.

Dependencies: Each staff has been assigned an Educator Identifier (EDID) and updated through the Educator Identity System (EDIS). Each EDID is also reported in the Staff Interchange for the reporting LEA. The Local Course Code has been mapped to a State Standard Course Code with 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 staff for the reporting LEA of any courses held with students enrolled 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
STAFF FILE							
Note: ZERO-FILL ALL NON-APPLICABLE FIELDS							
*Indicates Required							
School District/BOCES Code * 	4	1	4	1	A2	0010	
School Code * 	4	5	8	2	B2	9980	
Local Course Code * 	100	9	108	3	C2	101123a	
Section Number * 	25	109	133	4	D2	0001	
EDID * 	8	134	141	5	E2	12345678	



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Staff's Last Name *	30	142	171	6	F2	Smith	
Staff's First Name *	30	172	201	7	G2	Sarah	
Staff's Gender *	2	202	203	8	H2	01	
Staff's Date of Birth *	8	204	211	9	I2	01011950	
Term *	3	212	214	10	J2	S1	
Staff Role *	2	215	216	11	K2	01	
MSP Project Code *	4	217	220	12	L2	0700	0000 filled if not a MSP Participant
MSP Most Recent Year of PD Participation *	8	221	228	13	M2	20142015	Only Required for MSP Participants

Course Instructor Data Elements and Definitions

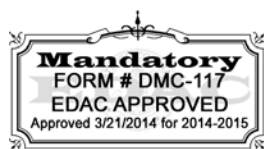
School District/BOCES Code - A unique code assigned to a district by CDE. Refer to School District/BOCES Code table at http://www.cde.state.co.us/DataPipeline/org_dist-BOCES.asp

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.

EDID - An eight(8) digit numeric field containing the 8 digit value assigned by CDE to the Educator.



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Staff's First Name - A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.

Staff's Last Name - The name borne in common by members of a family.

Staff's Gender - An individual's sex.

01	Female
02	Male

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

Term- The time frame when instruction occurred.

H1	1 st Hexamester
H2	2 nd Hexamester
H3	3 rd Hexamester
H4	4 th Hexamester
H5	5 th Hexamester
H6	6 th Hexamester
IS1	Intersession
LS1	Long Session
Q1	1 st Quarter

Q2	2 nd Quarter
Q3	3 rd Quarter
Q4	4 th Quarter
QM1	1 st Quinmester
QM2	2 nd Quinmester
QM3	3 rd Quinmester
QM4	4 th Quinmester
QM5	5 th Quinmester
S1	1 st Semester

S2	2 nd Semester
SS1	Summer School Session 1
SS2	Summer School Session 2
SS3	Summer School Session 3
T1	1 st Trimester
T2	2 nd Trimester
T3	3 rd Trimester
YR	Full Year



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Staff Role – The role of the individual assigned to the corresponding course.

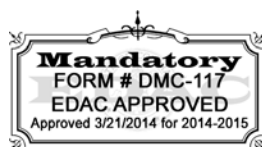
00	N/A
01	Educator of Record - An individual assigned primary responsibility for a student's learning in a subject/course with aligned performance measures.
02	Contributing Professional - An individual assigned responsibility to provide additional services that support and increase a student's learning in a subject/course with corresponding aligned performance measures.

MSP Project Code – The Project Code must be identifying from one of the codes listed below. This four (4) digit field is REQUIRED and if left blank will result in a message being printed on the error report.

0000	N/A
2000	Eagle County Schools' MSP Integration Project
2100	Mesa County Valley, CMU, and Plateau Valley MSP
2200	Garfield 2 MSP
2300	SUMMIT (NW BOCES)
2400	The Math Discourse MSP (Pueblo 70)

MSP Most Recent Year of PD Participation – The most recent year the individual participated in the Professional Development.

00000000	N/A
20142015	2014-15 School Year
20132014	2013-14 School Year



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Document Changes

Date	Description of change	Reason for change	Elements affected
September 10 th 2013	Created Document		
November 20 th 2013	Added Term codes	Term codes were missing	
November 20 th 2013	Added N/A-00000000 MSP/YR	Formatting needed for N/A	
April 15, 2014	Added additional term length codes	Additional needs	
August 28, 2014	Updated MSP fields for the 14-15 school year		MSP Project Code and MSP Most Recent Year of PD Participation

