






2015-2016 Teacher-Student Data Link Interchange – Course Enrollment

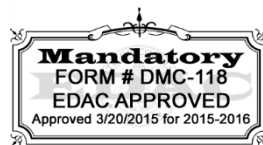
Purpose: The purpose of the Student-Teacher Data Link Interchange-Course Enrollment file is to capture the data that links the students enrolled in courses instructed during the reported school year.

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 one 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	
Student's First Name *	30	174	203	7	G2	John	



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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	230	230	12	L2	2	
Verified*	2	231	232	13	M2	02	
Student's Grade Level*	3	233	235		N2	060	The grade level of the student at the time of the course

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

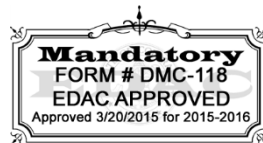
School Code – A unique code assigned by CDE to a school building. Refer to School Building Code Table at http://www.cde.state.co.us/DataPipeline/org_school.asp.

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.



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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.

01	Female
02	Male

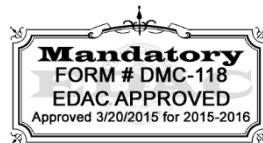
Student's Date of Birth - The month, day, and year on which an individual was born

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 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.

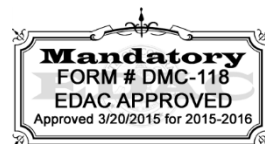
0	Currently Enrolled
1	Completed - Fail
2	Completed - Pass
3	Incomplete/Partial
4	Withdrew

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

Student's Grade Level – The grade level or primary instructional level at the time of the reported course and required for all records.

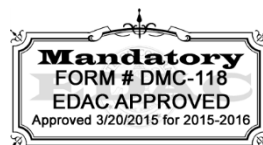
002	Infant	050	Grade 5
004	Pre-Kindergarten (Preschool)	060	Grade 6



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006	Half Day Kindergarten (450+ hours)
007	Full Day Kindergarten (900+ hours)
010	Grade 1
020	Grade 2
030	Grade 3
040	Grade 4

070	Grade 7
080	Grade 8
090	Grade 9
100	Grade 10
110	Grade 11
120	Grade 12



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Document Changes

Date	Description of change	Reason for change	Elements affected
March 6, 2015	Removed Credit Earned from file layout	Data is not required to be reported	File layout update
March 6, 2015	Added Student's Grade Level	Required to meet data reporting needs for CDE and for Office of Civil Rights	Student's Grade Level
December 11, 2015	Added EDAC stamp in footer	EDAC stamp not included previously	none
February 4, 2016	Updated the grade level definition	To align with intent of the data field	Grade Level

