

2019-2020 Teacher-Student Data Link Interchange – Course Instructor

Purpose: The Course Instructor file for the Teacher-Student Data Link (TSDL) interchange captures data that link instructors (if available) to the students in grades 6 through 12 and courses for the reported school year. All districts are required to submit data for the course instructor file for all instructors teaching mathematics, English language arts/literacy, science, and/or social studies in grades 6 through 12, actively employed 6 weeks or more during the report school year. CDE relies on the TSDL data for the following reporting requirements: student course participation and achievement report, migrant student tracking/reporting, educator preparation program outcomes, and prepopulating the Office of Civil Rights (OCR) report

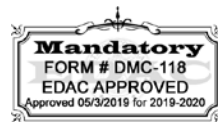
Dependencies: Each staff has been assigned an Educator Identifier (EDID) and updated through the Educator Identification System (EDIS). Each EDID is also reported in the Staff Profile Interchange for the reporting LEA. The Local Course Code has been mapped to a State Standard Course Code with the SSCC interchange (see <https://www.cde.state.co.us/datapipeline/sscc-details> for additional information).

Record Expectation: The LEA should submit one record for each unique course, section, term and school for all teachers meeting the following criteria:

- Actively employed 6 weeks or more by the reporting LEA for reported course, section, term and school
- Instructing a course in mathematics, English language arts/literacy, science, and/or social studies
- Instructing students in grades 6 through 12

Use Summary: (Fields from this file are used in the following CDE Collections which require LEA/AU effort): [TSDL Snapshot](#)

Name of Field	Field Length	Text Start Position	Text End Position	CSV Order	Excel Column	Examples	Remarks
INSTRUCTOR FILE							
*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	



2019-2020 Teacher-Student Data Link Interchange – Course Instructor

Section Number *	25	109	133	4	D2	0001	
EDID*	8	134	141	5	E2	12345678	
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	

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

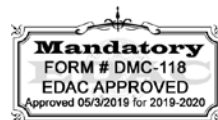
School Code – A unique code assigned by CDE to a school building. Refer to School Building Code Table at http://www.cde.state.co.us/DataPipeline/org_school.asp.

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.

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



2019-2020 Teacher-Student Data Link Interchange – Course Instructor

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

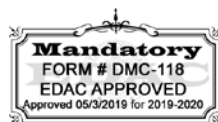
Staff's Date of Birth - The month, day, and year on which an individual was born.

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
B1	1 st of 9 Terms
B2	2 nd of 9 Terms
B3	3 rd of 9 Terms
B4	4 th of 9 Terms

B5	5 th of 9 Terms
B6	6 th of 9 Terms
B7	7 th of 9 Terms
B8	8 th of 9 Terms
B9	9 th of 9 Terms
D1	1 st of 10 Sections
D2	2 nd of 10 Sections
D3	3 rd of 10 Sections
D4	4 th of 10 Sections
D5	5 th of 10 Sections
D6	6 th of 10 Sections
D7	7 th of 10 Sections
D8	8 th of 10 Sections
D9	9 th of 10 Sections
D10	10 th of 10 Sections



2019-2020 Teacher-Student Data Link Interchange – Course Instructor

Staff Role – The role of the individual assigned to the corresponding course. This is a required field and must be reported as either 01 (educator of record) or 02 (contributing professional).

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.

Document Changes

Date	Description of change	Reason for change	Elements affected
5-20-2019	Added EDAC stamp	EDAC approved layout posted in April	None
7-18-2019	Added term codes	District request/need for reporting 10 separate terms	Term
7-18-2019	Updated record expectation	Clarification	None

