

# California Scheduling Components

Last Modified on 10/22/2022 10:05 am CDT

[Course Fields](#) | [CTE Fields on the Course Tab](#) | [Course Section Fields](#)

The Course, Section, and Roster Batch Edit tabs all contain fields that are specific to the state of California. These fields can be used for district-tracking purposes or these fields may directly affect state reporting. The information below further defines these state-specific fields to provide guidance in entering data.

If your district uses Course Masters, the same fields display on the Course Master editor and Course editor.

The Course and Section editors have duplicate fields, e.g., Content Alignment Standards Code or Distance Learning Indicator. The Course editor fields apply to all of the Sections of the course and should be populated when all of the Sections are identical.

The Section editor fields only need to be populated if a particular section needs to report differently than the Course. Perhaps one section is for a particular group of students only and there are separate codes used for that group. In this situation, the field(s) should be populated at the Section level.

Reports use the values on the Section editor first, if populated; if not populated, the values from the Course editor report.

## Course Fields

**Classic View:** [Scheduling](#) > [Courses](#) > [Course](#)

The Course tab contains information about courses attached to this calendar or school. Many of the Course fields are unique to the state of California. These fields are further described below. All other fields in Course tab do not require unique, state-specific data. However, many of these fields are required and data entry in these fields is necessary. For more information on these fields, see the [Course](#) article.

Course Information Tab

## State Code

A coded value representing a state-level Course Group. Course Group State is defined as a state-level coding structure used to group a number of local-level course descriptions by major subject areas (e.g., English/Language Arts, Mathematics, etc.) or to indicate individual-level courses.

A course **MUST** have a State Code in order to report to CALPADS.

▶ [Click here to expand...](#)

## CAL Grant GPA

Cal Grant is a financial aid program administrated by the California Student Aid Commission (CSAC) providing aid to California undergraduates, vocational training students, and those in teacher certification programs. Cal Grant gives funds to students who meet grade point average and parent income requirements. See below for more information.

▶ [Click here to expand...](#)

## ASES Not Funded

This After School Education & Safety (ASES) Program provides funds to schools and districts that collaborate with community partners to provide safe and educationally enriching alternatives for children and youths during non-school hours. Marking this field indicates this course is NOT funded through ASES.

▶ [Click here to expand...](#)

## Type

Use the Type field to indicate the type of course this is.

▶ [Click here to expand...](#)

## Academic Level 1

Academic Level 1 is used only for district-tracking purposes and is not used for state reporting.

▶ [Click here to expand...](#)

## Academic Level 2

A coded value representing the Course Non Standard Instructional Level. A Course Non-Standard Instructional Level is a level at which the content of a specific course is taught that is either above or below a “standard” course instructional level. These levels may be identified by the actual level of instruction, for example, “remedial” or “college-level.” They may also be identified by equating the course content and level of instruction with a state-or nationally-recognized advanced course of study such as International Baccalaureate or Advanced Placement.

▶ [Click here to expand...](#)

## Activity Code

Use the Activity Code field to determine the after-school activity. This field is not used in state reporting and is used only for district-tracking purposes.

▶ [Click here to expand...](#)

## Vocational Course

Use the droplist to determine the type of vocational course (a course emphasizing skills and knowledge required for a particular job function or a trade).

▶ [Click here to expand...](#)

## Distance Learning

Indicates an instructional method in which the pupil and instructor are in different locations and interact through the use of computer and communications technology. Distance learning may include video or audio instruction in which the primary mode of communication between pupil and instructor is instructional television, video, telecourses, or any other instruction that relies on computer or communications technology.

Options are:

- Yes - course is always provided as a Distance Learning course
- No - course is always provided as an In Person course
- Hybrid. - course is sometimes provided as a Distance Learning course and sometimes as an In Person course

▶ [Click here to expand...](#)

## GSSM Category

The Golden State Seal Merit Diploma (GSSMD) insignia is awarded jointly by the State Board of Education and the State Superintendent of Public Instruction to recognize students who have demonstrated mastery of the high school curriculum in at least six subject areas.

Students must meet the eligibility requirements in the following subjects:

- English-language Arts
- Mathematics
- Science
- U.S. History
- Two subject matter areas selected by the student

Use the Golden State Seal Merit (GSSM) Category to identify the subject area in which the course should be used when calculating the student's eligibility for GSSM.

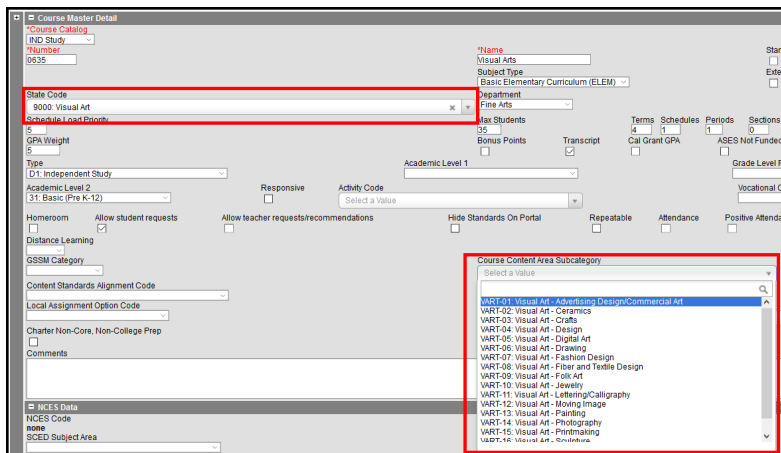
▶ [Click here to expand...](#)

## Course Content Area Subcategory

The Content Area Subcategory appears for state codes that require a subcategory, listed below. When the selected State Code field is NOT one of the following, the Course Content Area Subcategory list is empty.

- 9000: Visual Art
- 9051: Business
- 9080: Dance
- 9130: World Languages I
- 9131: World Languages II
- 9132: World Languages III
- 9133: World Languages IV
- 9134: World Languages for Native Speakers I
- 9135: World Languages for Native Speakers II
- 9136: World Languages for Native Speakers II

- 9137: World Languages for Native Speakers IV
- 9155: Middle School World Language
- 9156: World Languages V
- 9157: World Languages for Native Speakers V
- 9222: Applied Science Technology Engineering and Mathematics (STEM)
- 9223: Humanities
- 9291: Music - Instrumental (Performance Based)
- 9292: Music - Instrumental (Non-Performance Based)
- 9293: Music - Vocal (Performance Based)
- 9294: Music - Vocal (Non-Performance Based)



▶ [Click here to expand...](#)

## Grade Level Range Code

The Grade Level Range Code is a coded value representing the content standards taught in a course.

- ELM: Elementary K-4
- MID: Middle Grades 5-8
- SEC: Secondary 9-12
- NOT: Not Applicable

▶ [Click here to expand...](#)

## Content Standards Alignment Code

The Course Standards Alignment Code represents which content standards were used to develop the content of the course.

This field exists on both the Course Editor and the Course Section editor. The CALPADS Course Section Extract reports this information first from the Section editor; if the field is not populated there, information reports from the Course editor.

▶ [Click here to expand...](#)

## Charter Non-Core, Non-College Prep

This field indicates whether a charter school has identified a course as non-core, non-college preparatory. Y means that the course is non-core, non-college prep. N means that the course is a core or college prep course.

▶ [Click here to expand...](#)

## AP/IB Course Code Cross Reference

The State Course Code of an Advanced Placement or International Baccalaureate course that is part of a career technical education pathway. This field provides a cross reference when the State Course Code field is populated with the CTE course code.

▶ [Click here to expand...](#)

## Online Course Instruction Type

This field indicates how online courses are taught - by the instructor, by a facilitator, or by the learners.

▶ [Click here to expand...](#)

## Middle School Core Course Indicator

When marked, this field indicates whether a course is being taught in a middle school core setting (two blocked periods of math and science taught by a teacher in grades 5-8, for example).

This field displays on the Course Section editor as well. If this field is marked at the Course level, it is also marked at the section level.

▶ [Click here to expand...](#)

## Local Assignment Option Code

This field is used as a reference to indicate which staff have the appropriate credentials to teach the course. This list includes the state-approved Education Code and the Title V Regulations Section codes.

▶ [Click here to expand...](#)

## High Quality CTE Course Indicator

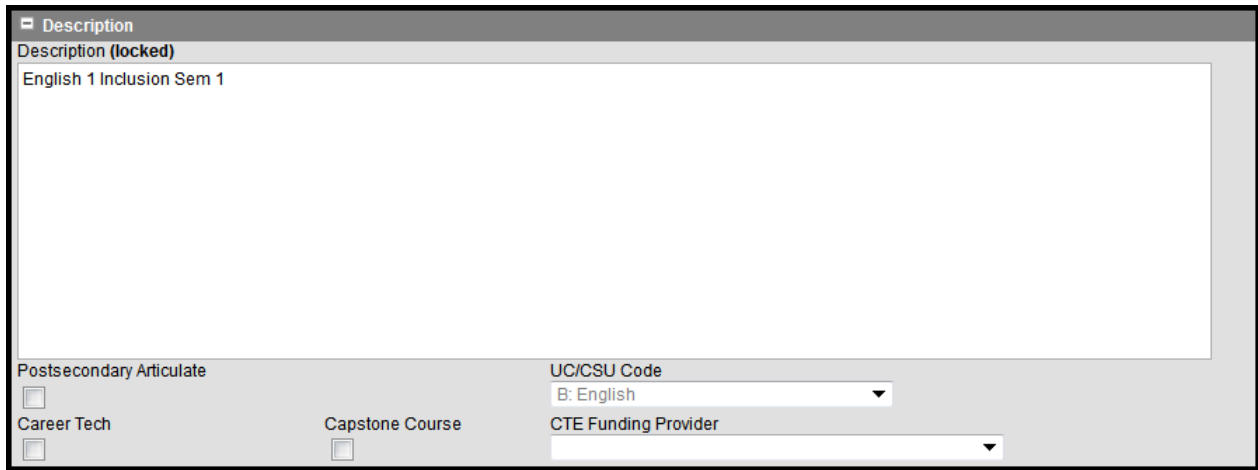
This field indicates whether the course section and teacher meet the High Quality CTE Course qualifications.

This field displays on the Course Section editor as well. If this field is marked at the Course level, it is also marked at the section level.

[▶ Click here to expand...](#)

## CTE Fields on the Course Tab

These fields are used to help identify CTE courses and to determine necessary information about CTE courses. These fields are necessary to ensure CTE courses are accurately reported.



The screenshot shows a form titled "Description" with a sub-section "Description (locked)" containing the text "English 1 Inclusion Sem 1". Below this are several fields: "Postsecondary Articulate" with an unchecked checkbox, "Career Tech" with an unchecked checkbox, "Capstone Course" with an unchecked checkbox, "UC/CSU Code" with a dropdown menu showing "B: English", and "CTE Funding Provider" with a dropdown menu.

*Course Information Editor - CTE Fields*

### Postsecondary Articulate

An indication of whether or not a Career Technical Education course has been designated as a Postsecondary Articulated Course. A Postsecondary Articulated Course is a course within a CTE technical career pathway or program that has been articulated with a postsecondary education institution. Successful completion of an articulated course may result in the student meeting the prerequisite requirements for a higher-level course in this course sequence upon enrollment in a postsecondary institution.

[▶ Click here to expand...](#)

### Career Tech

Use this checkbox to indicate this is a CTE course.

[▶ Click here to expand...](#)

### Capstone Course

In an established and coherent sequence of courses, this checkbox indicates this course is the final, most advanced course where students apply their learning from the preceding courses

[▶ Click here to expand...](#)

## UC/CSU Code

The UC/CSU Code indicates a value representing University of California or California State University College Admission Course Requirement that a high school course has been determined to meet. This determination is made by the UC/CSU systems. This field auto-populates the UC/CSU Code field on the [Transcript](#) tab

▶ [Click here to expand...](#)

## CTE Funding Provider

A coded value representing the Career Technical Education Course Provider Category. A Career Technical Education Course Provider Category is a category best describing the entity that is providing a Career Technical Education course.

▶ [Click here to expand...](#)

## Course Section Fields

**PATH:** [Scheduling](#) > [Courses](#) > [Course](#) > [Section](#)

The Section tab within the Course folder is provided as a view screen, listing all sections for the selected course and basic identifying information about that section - the assigned primary teacher, where the section meets, in what term and for what period, and how many students are in each section.

Once the user selects the Edit link next to a Section number, additional tabs display, providing more details about that course section. Scheduling staff, principals, counselors, etc. can use the tools available in this view to manage course section information - entering grades, creating rosters, recording attendance, etc.

Many of the Section fields are unique to the state of California. These fields are further described below. All other fields in Section tab do not require unique, state-specific data. However, many of these fields are required and data entry in these fields is necessary. For more information on these fields, see the [Sections](#) article.



Section | Staff History | Roster | Attendance | Grading By Task | Grading By Student | Roster Setup

Save | Delete

**Section Editor**

SectionID  
57564

\*Section Number  
1

Max Students  
(35)

Room  
W8

Hide Standards On Portal

Multiple Teacher  
[Dropdown]

Middle School Core Course Indicator

Content Standards Alignment Code  
[Dropdown]

Primary Teacher  
Staff, Stacy

Academic Term  
FY: Full Year

Instructional Strategy  
650: English Learner Mainstreaming\*\*

EL Instructional Type  
3: SDAIE Instruction Only

Independent Study

Teacher Display Name  
Staff, Stacy

Lunch Count

Milk Count

Adult Count

Skinny Seq

External LMS Exclude

Charter Non-Core, Non-College Prep

High Quality CTE Course Indicator

Online Course Instruction Type  
[Dropdown]

Local Assignment Option Code  
[Dropdown]

Program Funding Source  
[Dropdown]

Language of Instruction  
Select a Value

Distance Learning (Override)  
[Dropdown] ()

- Modified by: Staff, Anna 08/02/2019 08:33

Course Section Editor

## Multiple Teacher

A coded value representing the Multiple Teacher Code. A Multiple Teacher Instruction Strategy is a category describing the strategy used when there is more than one Teacher teaching a Class.

▶ [Click here to expand...](#)

## Academic Term

A coded value representing an Academic Term. An Academic Term is the period of time into which the education institution divides the academic year for the purpose of instruction. This field automatically populates the Marking Period Code field on the Transcript tab.

For Academic Term, if the code cannot be calculated using the Section Schedule Placement, a choice should be made on the Course Section Editor. For Marking Period, if the code cannot be calculated using the Actual Term/Calendar Terms data, a choice should be made on the Transcript Course Record.

The Academic Term field is an override field. Please see the table below for more information on how this field is considered for state reporting.

▶ [Click here to expand...](#)

## Program Funding Source

A coded value representing an Education Program that represents a particular source of previous or current funding. For example, if a course section is or was previously funded specifically with funding from the California Partnership Academies Program.

▶ [Click here to expand...](#)

## Instructional Strategy

Instructional Strategy is defined as a method used to deliver curriculum and instruction.

▶ [Click here to expand...](#)

## EL Instruction Type

A coded value representing an Education Service. An Education Service is specific service or services that are performed within an Education Service Category. Every Education Program provides one or more services to students. Each of these services falls within an Education Service Category.

▶ [Click here to expand...](#)

## Language of Instruction

The language in which instruction is provided or received. Language is defined as communication through ruled governed systems of spoken, signed, or written words common to a people of the same community or nation.

▶ [Click here to expand...](#)

## Independent Study

Marking this option is an indication the course section is taught by way of independent study, which is defined as students working independently, according to a written agreement and under the general supervision of a credentialed teacher. While independent study students follow the district-adopted curriculum and meet the district graduation requirements, independent study offers flexibility to meet individual student needs, interests, and styles of learning.

▶ [Click here to expand...](#)

## Distance Learning Override

An indication of whether or not Course Section instruction was delivered by way of distance learning. Distance learning is an instructional method in which the pupil and instructor are in different locations and interact through the use of computer and communications technology. Distance learning may include video or audio instruction in which the primary mode of

communication between pupil and instructor is instructional television, video, telecourses, or any other instruction that relies on computer or communications technology.

▶ [Click here to expand...](#)

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