

# Course Codes Extract (Kansas)

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The Course Codes Extract reports all courses for the selected calendar for the purpose of having the courses available in the Kansas Course Code Management System. This provides standardization within other Kansas school districts and at a national level, allowing student transcripts to be more easily reviewed for appropriate content.

**Course Codes Extract** ☆

Reporting > KS State Reporting > Course Codes Extract

**KS Courses Extract**

The purpose for developing the Standard Course Codes was so that they could be used on educator licenses and employment reports; and, if Kansas makes optimum use of the codes, they can become the codes used by most or all districts on student transcripts. The standard course codes developed are a system of numerical codes that are used to describe the courses taught by licensed teachers or completed by elementary and secondary students. This extract reports District to State Course code mappings in a pipe delimited file format.

**Extract Options**

Effective Date: 05/21/2020  
 Start Date Override:   
 Expiration Date Override:   
 Ad Hoc Filter:   
 Format: State Format (Tab Delimited)

**Select Calendars**

Which calendar(s) would you like to include in the report?

active year  
 list by school  
 list by year

**19-20**

- Abbott Elementary 2019-2020
- Bryant Elementary 2019-2020
- Colfax Middle 2019-2020
- Dupont Middle 2019-2020
- Emerson High 2019-2020
- Franklin High 2019-2020

*Course Codes Extract Editor*

## Report Logic

All courses - both active and inactive - included in the selected calendar are included unless:

- The course is marked as Exclude from State Reporting.
- An ad hoc filter is selected that limits the inclusion of a course (e.g., if the filter is only reporting math courses).

One unique record per course is extracted.

Districts need to establish Local Subject Area Codes prior to creating this file. That Subject Area Code is then assigned to the course.

## Report Editor

The following fields are available for selection on the Course Codes Report.

Field	Description
<b>Effective Date</b>	Entered date is used to return course information as of this date. This field auto-populates with the current date but it can be modified by typing a new date in mmddyy format or by using the calendar icon to select a date.
<b>Start Date Override</b>	Entered date is used as an override for the course start date. When populated, this date reports for ALL courses included in the extract as the Effective Date.
<b>Expiration Date Override</b>	Entered date is used as an override for the Expiration Date field in report layout. When populated, the Expiration Date field reports the entered date.
<b>Ad hoc Filter</b>	When selected, only course information included in the selected filter will be returned. Filters are built using the <a href="#">Ad hoc Filter Designer Query Wizard</a> with a Course/Section Data Type.
<b>Format</b>	Selection determines how the report will generate. Use the State Format when submitting information to the state. Use the other formats for data review and testing prior to submitting information to the state. Options are: <ul style="list-style-type: none"> <li>• State Format (Tab Delimited)</li> <li>• Pipe Delimited</li> <li>• CSV</li> <li>• XML</li> <li>• HTML</li> </ul>
<b>Calendar</b>	Selection indicates from which calendar course data reports. If a school is selected in the Campus toolbar, that calendar will be auto-selected. At least one calendar needs to be selected in order for the report to generate. Calendars can be viewed by the Active Year, by the School Name or by Year.

## Generate the Course Codes Extract

1. Enter an **Effective Date**.

2. If desired, enter a **Start Date Override**.
3. If desired, enter an **Expiration Date Override**.
4. If desired, select an **Ad hoc Filter** from the dropdown list.
5. Select the desired **Format** from the dropdown list.
6. Select the **Calendar(s)** from which to pull data.
7. Click the **Generate Report** button. The extract displays in a new browser window.

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Course_Codes-1 - Notepad
File Edit Format View Help
D0383      V7384  INTRO TO CRIMINAL JUSTICE      Students exp
D0383      V7374  HEALTH SCIENCES will we ever find a cure for
D0383      V4901  FORENSIC SCIENCE                G          1.00
D0383      V2225  ECONOMICS                       'Students will learn how soc
D0383      V7306  CAREER PLANNING                 'Students will use an inform
D0383      V3401  CALCULUS                       'Students will learn limits,
D0383      V7371  BUSINESS INFORMATION SYSTEMS   This course
D0383      V7361  BUSINESS COMMUNICATIONS        Students explore bus
D0383      V7352  ASTRONOMY                      G          1.00    1
D0383      V7136  DRIVERS SAFETY                 G          1.00    1
D0383      V6216  DIGITAL IMAGING 2              Photo Imaging courses
D0383      V3402  CALCULUS                      G          1.00    2
D0383      V2602  ARCHAEOLOGY                    The field of archeology helps
D0383      V2501  ANTHROPOLOGY 1 I: The aim of anthropology is
found in the world today.      G          1.00    1    2    14    G
D0383      V2502  ANTHROPOLOGY 2                G          1.00    2
D0383      V4701  ANATOMY & PHYSIOLOGY           Students will learn a
D0383      V3021  ALGEBRA 1B                    G          1.00    1
D0383      V3011  ALGEBRA 1A                    The first part in a multi-par
D0383      V7006  ACCOUNTING I                   Students will learn the skill
D0383      V4302  BIOLOGY                        students will learn the processes of
  
```

Course Codes Extract, State Format (Tab Delimited)

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Course_Codes-1 - Notepad
File Edit Format View Help
D0405|Business & Technology|10|1011|Video Production|Prerequisites: 10-12, Computer Technology and instructor approval
D0405|English/Language Arts|11|1108|English IV-2|This course studies literature through a variety of genres and utilizes writing
D0405|Industrial Technology|19|1911|Metal Restoration|Prerequisites: Metal Tech I/II is highly recommended, or instructor per
D0405|English/Language Arts|11|1121|Reading Proficiency Dev.|Prerequisite: Approaching standard or academic warning on s
D0405|Business & Technology|10|1028|Applied Business Development|Prereqs: Grade 12 (Bus. Essentials, Entrepreneurshi
D0405|Industrial Technology|19|1924|Drafting|Duration: .5 credit Prerequisites: None This course is designed to expose stude
D0405|Industrial Technology|19|1923|Intro to Industrial Tech|Duration: .5 credit Prerequisite: None This course will expose stud
D0405|Industrial Technology|19|1929|Cabinet Making II|Prerequisites: Woods I, 10th or above with general knowledge of wood
D0405|Industrial Technology|19|1926|Cabinetmaking II|Prerequisites: Intro to Industrial Technology and Drafting This is a begin
D0405|Business & Technology|10|1023|Banking & Finance|Duration: .5 credit Prerequisites: Grade 11, Business Essentials
D0405|Business & Technology|10|1024|Investing|Duration: .5 credit Prerequisites: Grade 11, Business Essentials and Accou
D0405|Miscellaneous|20|1514|Event Planning & Management|Prereq: Career Life OR Business Essentials This course provid
D0405|Human Services|15|1507|Interior Design|Prerequisites: None This course will prepare students for a career or post-sec
D0405|Business & Technology|10|1019|Entrepreneurship|Prerequisites: None This course will acquaint students with the kno
D0405|Business & Technology|10|1020|Business Essentials|Prerequisites: None This course will give students an overview o
D0405|Industrial Technology|19|1925|Cabinetmaking II|Prerequisites: Intro to Industrial Technology and Drafting This is a begin
D0405|Social Sciences|14|1420|AFJROTC-1|Prerequisites: None A Journey into Aviation History This class has three main c
D0405|Business & Technology|10|1004|Computerized Acct III|Prerequisites: Accounting I This course is for students who wou
D0405|Business & Technology|10|1005|Accounting III|Prerequisites: 12th grade and Accounting I and Computerized Account
D0405|Business & Technology|10|1006|Accounting III|Prerequisites: 12th grade and Accounting I and Computerized Account
D0405|Business & Technology|10|1012|Video Production|Prerequisites: 10-12, Computer Technology and instructor approval
D0405|English/Language Arts|11|1101|English I-1|English I students will study a blend of literature, writing and vocabulary. Th
D0405|English/Language Arts|11|1102|English I-2|English I students will study a blend of literature, writing and vocabulary. Th
D0405|English/Language Arts|11|1103|English II-1|Prerequisite: Grade 10. Successful completion of at least one semester of
  
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Course Codes Extract, Pipe Delimited

Course Extract Records:183

DistrictID	Local Subject Area	Local Subject Area Code	Local Course Identifier	Local Course Title	Local Course Descriptor	Course Level	Credits	Sequence	Sequence Total
D0405	Business & Technology	10	1011	Video Production	Prerequisites: 10-12, Computer Technology and instructor approval (Class limited to 10) .May be taken for a semester or a year. This class will teach the basics of camera use, storyboarding, editing film, etc... Besides producing various projects, students will be expected to film activities outside of the normal school hours. You will also be expected to help maintain Channel 21.	G	0.50	1	1
					Prerequisite: Staff identified Reading is FAME is a program that will help students read better. The first semester concentrates on building vocabulary. Students will				

Course Codes Extract, HTML Format

	A	B	C	D	E	F	G	H	I	J	K
1	DistrictID	Local Subj	Local Subj	Local Cour	Local Cour	Local Cour	Course Le	Credits	Sequence	Sequence	Grade Lev
2	D0405	Business &	10	1011	Video Pro	Prerequis	G	0.5	1	1	15
3	D0405	English/La	11	1118	FAME	Prerequis	B	0.5	1	2	14
4	D0405	Social Scie	14	1421	AFJROTC-	Prerequis	G	0.5	2	2	14
5	D0405	Business &	10	1003	Computer	Prerequis	G	0.5	1	2	16
6	D0405	English/La	11	1108	English IV	This cours	G	0.5	2	2	17
7	D0405	Fine & Pe	16	1611	Art I	Prerequis	G	0.5	1	6	14
8	D0405			9201011	ELIGIBILITY		G	0	1	1	
9	D0405	Industrial	19	1912	Metal Res	Prerequis	the stude	G	0.5	1	1
10	D0405	Industrial	19	1911	Metal Res	Prerequis	the stude	G	0.5	1	2
11	D0405	English/La	11	1121	Reading P	Prerequis	G	0.5	1	2	16
12	D0405	Business &	10	1028	Applied B	Prereqs: C	G	0.5	2	2	17
13	D0405	Industrial	19	1924	Drafting	Duration:	G	0.5	1	1	14
14	D0405	Industrial	19	1923	Intro to In	Duration:	G	1	1	1	14
15	D0405	Industrial	19	1929	Cabinet M	Prerequis	G	0.5	1	1	16
16	D0405	Industrial	19	1926	Cabinetm	Prerequis	G	0.5	2	2	15
17	D0405	Business &	10	1023	Banking &	Duration:	G	0.5	1	1	16
18	D0405	Business &	10	1024	Investing	Duration:	G	0.5	1	1	16
19	D0405	Miscellane	20	1514	Event Plar	Prereq: C	G	0.5	1	1	
20	D0405	Human Se	15	1507	Interior D	Prerequis	G	0.5	1	1	16
21	D0405	Business &	10	1019	Entrepren	Prerequis	G	0.5	1	1	14
22	D0405	Business &	10	1020	Business E	Prerequis	G	0.5	2	2	14

Course Codes Extract, CSV Format

# Report Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>District ID</b>	Reports the state-assigned district number	Numeric, 5 digits	District.number	System Administration > Resources > District Information > State District Number
<b>Local Subject Area</b>	Reports the description of district-assigned course subject area code.	Alphanumeric, 100 characters	CustomCourse.LocalSubjectArea	Scheduling > Courses > Course > Custom Data Elements > Local Subject Area Code
<b>Local Subject Area Code</b>	Reports the code of the district-assigned course subject area code.	Alphanumeric, 2 characters	CustomCourse.LocalSubjectArea	Scheduling > Courses > Course > Custom Data Elements > Local Subject Area Code
<b>Local Course Identifier</b>	District-assigned course number.	Alphanumeric, 20 characters	Course.number	Scheduling > Course > Course > Number
<b>Local Course Title</b>	District-assigned name of the course.	Alphanumeric, 100 characters	Course.name	Scheduling > Courses > Course > Name
<b>Local Course Descriptor</b>	Text entry on the course editor's Description field, providing a summary of the course and what the students are taught and perhaps identifying curriculum.	Alphanumeric, 2000 characters	Course.description	Scheduling > Courses > Course > Description

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Course Level</b>	Indicates the academic rigor of the course. Options are: <ul style="list-style-type: none"> <li>• B - Basic/Remedial</li> <li>• G - General (default value)</li> <li>• E - Enriched/Advanced</li> <li>• H - Honors</li> <li>• X - no specified level of rigor</li> </ul>	Alphanumeric, 1 character	Course.level	Scheduling > Courses > Course > Course Level
<b>Credits</b>	Reports the calculated number of credits from the grading task. Any value over 9.99 reports as 9.99.	Numeric, 3 digits  X.XX	Calculated	Scheduling > Courses > Course > Grade Tasks
<b>Sequence</b>	Total number of courses in a sequence of courses. For example, a Wood Shop course may have two parts and the first part taken is Sequence 1, and a Sequence Total of 2.	Numeric, 1 character	CustomCourse.sequence	Scheduling > Courses > Course > Sequence Total
<b>Grade Level</b>	State grade level for which the class is taught.	Alphanumeric, 2 characters	Calendar.grade	System Administration > Calendar > Calendar > Grade Level
<b>Targeted Program</b>	Reports the targeted program identifier. Options are: <ul style="list-style-type: none"> <li>• S - Special Ed</li> <li>• E - ESOL</li> <li>• G - General (default value)</li> <li>• M - Migrant</li> <li>• A - At Risk</li> </ul>	Alphanumeric, 1 character	CustomCourse.targetedProgram	Scheduling > Courses > Course > Targeted Program

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Delivery Type</b>	Indicates how the curriculum was delivered to the student. Options are: <ul style="list-style-type: none"> <li>• V - Virtual</li> <li>• D - Distance</li> <li>• G - General (default value)</li> <li>• M - Self-contained Multi</li> <li>• S - Self-contained Single</li> </ul>	Alphanumeric, 1 character	CustomCourse.deliveryType	Scheduling > Courses > Course > Delivery Type
<b>College/Career Type</b>	Reports the College/Career Type. Options are: <ul style="list-style-type: none"> <li>• N: Not dual credit <b>(Default Value)</b></li> <li>• D: Dual credit</li> <li>• F: CTE credit funded in an approved program</li> <li>• X: CTE credit not funded in an approved program</li> <li>• C: CTE approved program/college cred</li> <li>• L: CTE not funded in approved program/college cred</li> <li>• E: CTE Explore course not funded in approved program</li> </ul>	Alphanumeric, 1 character	CustomCourse.careerCollege	Scheduling > Courses > Course > College/Career Type
<b>KSDE Use Only</b>	This field reports blank.	N/A	N/A	N/A
<b>State Subject Area Code</b>	Reports the State Subject Area Code.	Numeric, 2 digits	Course.subject AreaCode	Scheduling > Courses > Course Subject Area

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>State Course Identifier</b>	Reports the last three digits from the State Code.	Numeric, 3 digits	Course.state Code	Scheduling > Courses > Course > State Code
<b>Effective Date</b>	Reports the start date of the course. <ul style="list-style-type: none"> <li>• If the Start Date Override field is populated on the Extract editor, that value reports for ALL courses included in the extract.</li> <li>• If the Start Date field on the Course is populated, that value reports.</li> <li>• If there is not a start date for the course, a date of 07/01/YYYY reports, where YYYY is the starting year of the selected calendar.</li> </ul>	Date field, 10 characters MM/DD/YYYY	Data not stored	Data not stored



Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
<b>Expiration Date</b>	<p>When the Expiration Date Override field is populated on the report editor, the entered value reports for all courses in the extract.</p> <p>When the Active checkbox on the course is not marked, the end date of the course reports. If there is no end date, a value of 06/30/YYYY reports, where YYYY is the end year of the selected calendar.</p> <p>When the Active checkbox on the course is marked, this field reports blank.</p>	Date field, 10 characters MM/DD/YYYY	Data not stored	Data not stored