

# MCCC Student Course Record (Minnesota)

Last Modified on 10/22/2022 10:27 am CDT

**PATH:** [MN State Reporting](#) > [MCCC Extracts](#)

The Minnesota Common Course Catalog (MCCC) is a course classification system designed to provide uniform information about courses administered in Minnesota schools. The MCCC Student Course Record Extract collects student and course information for courses aligned to the MCCC.

- [Report Logic](#)
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  - [Student Section Records](#)
  - [Course Setup for Direct Pay PSEO Records](#)

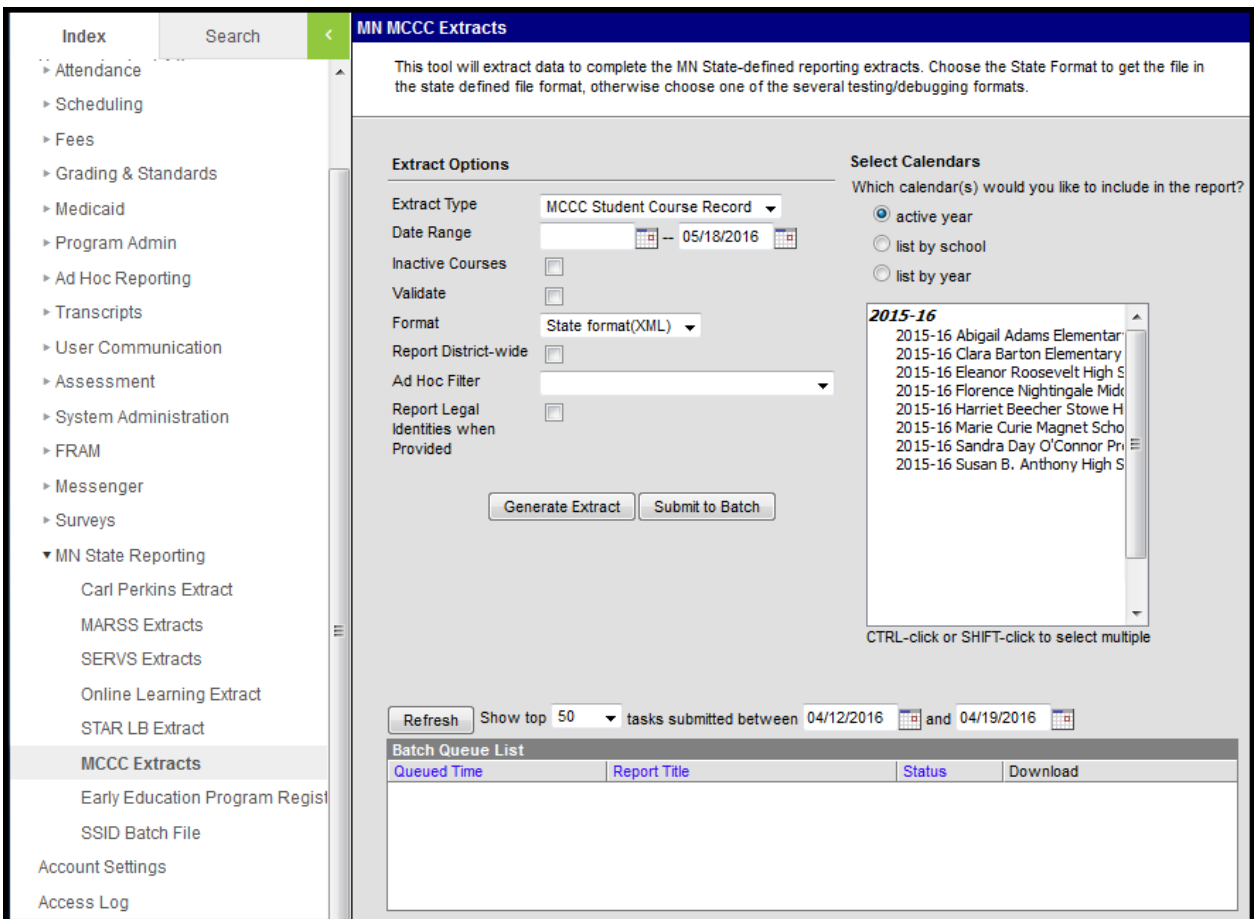


Image 1: MCCC Staff Course Record Extract Editor

See the [MCCC Extracts \(Minnesota\)](#) article for generation instructions.

For guidance in validating the XML file against your state's schema using a free, third-party

program, see the [Validating an XML File Against a Schema File](#) article.

## Report Logic

A record reports for each scored Grading Task or Standard in the reported section, with one record reported per term. To report, a Grading Task or Standard must be marked as State Reported and Final and the Course must be active and have an SCED Course Identifier. Records report for sections taught in both instructional and non-instructional periods.

The MCCC Student Course Record is made up of seven sub reports. The State Format (XML) reports these sub reports. The formats used for data review and verification (CSV and HTML) reports a collection of fields from all sub reports. Sub report logic is as follows:

Sub Report	Logic
<b>Scheduled Student Course Record</b>	This sub report includes a record for each Score a student earned for a section. Scores from multiple terms will report 1 record per term. To report, Grading Tasks must have <b>State Reported</b> and <b>Final</b> selected. If more than one Grading Task is assigned to the course, multiple records can be reported for the same course/student combination. To report, Courses must have an SCED Course Identifier entered and must be active.
<b>Scheduled Student Course Record - Early Education</b>	This sub report includes a record for each section in which the student is enrolled that does not have an Early Education Record Type entered on the Course and has an SCED Subject Area of 81 or higher. To report, the Course must also have a Grading Task or Standard marked as Final and State Reported.  If the student is enrolled in multiple sections of the same course, a record reports for each section.  An assessment record reports for each Teacher-Scored test assigned to the course for which the student received a score.
<b>Project Based Learning Student Course Record</b>	This sub report includes a record for each transcript record with a <b>Record Type</b> of <i>Project Based Learning</i> for the School Year selected in the extract editor.  When more than one course record exists on the transcript with the same State Course Code, State Student ID and Site Number, these records are combined into a single file with additional <code>UnscheduledStudentMark</code> parent elements for each course mark.
<b>Project Based Learning Student Course Record - Early Education</b>	This sub report reports records for students enrolled in courses that have an Early Education Record Type of Project Based Learning and an SCED Subject Area of 81 or higher within the selected calendar. Courses with the same State Code and Record Type are aggregated together. To report, the Course must also have a Grading Task or Standard marked as Final and State Reported.  An assessment record reports for each Teacher-Scored test assigned to the course for which the student received a score.

Sub Report	Logic
<b>Independent Study Student Record</b>	<p>This sub report includes a record for each transcript record with a <b>Record Type</b> of <i>Independent Study</i> for the School Year selected in the extract editor.</p> <p>When more than one course record exists on the transcript with the same State Course Code, State Student ID and Site Number, these records are combined into a single file with additional <code>UnscheduledStudentMark</code> parent elements for each course mark.</p>
<b>Independent Study Student Record - Early Education</b>	<p>This sub report reports records for students enrolled in courses that have an Early Education Record Type of Independent Study and an SCED Subject Area of 81 or higher within the selected calendar. To report, the Course must also have a Grading Task or Standard marked as Final and State Reported.</p> <p>An assessment record reports for each Teacher-Scored test assigned to the course for which the student received a score.</p>
<b>Direct Pay PSEO Student Course Record</b>	<p>This sub report includes a record for each transcript record with a <b>Record Type</b> of <i>Direct Pay PSEO</i> for the School Year selected in the extract editor.</p> <p>When more than one course record exists on the transcript with the same State Course Code, State Student ID and Site Number, these records are combined into a single file with additional <code>CollegeMark</code> parent elements for each course mark.</p>

```

- <MCCCStudentSubmission>
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    - <Sites>
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    </Sites>
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  </Header>
  - <StudentSectionRecords>
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      - <Student>
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        <LastName>Student</LastName>
        <FirstName>Abby</FirstName>
        <MiddleName>Jo</MiddleName>
        <Gender>F</Gender>
        <BirthDate>2005-05-27</BirthDate>
      </Student>
    </DirectPayStudentRecord>
  </StudentSectionRecords>
</MCCCStudentSubmission>

```

Image 2: Student Course Record - XML

	A	B	C	D	E	F	G
1	UnitNumber	UnitType	SiteNumber	AcademicYearNumber	CalendarNumber	TermType	TermNumber
2	281	1	40	12			1
3	281	1	40	12			1
4	281	1	40	12			1
5	281	1	40	12			1
6	281	1	40	12			1
7	281	1	40	12			1
8	281	1	40	12			1
9	281	1	40	12			1
10	281	1	40	12			1
11	281	1	40	12			1

Image 3: Student Course Record - CSV

Records:168					
LocalCourseCode	LocalTitle	SiteNumber	StateCourseCode	CourseLevel1	CourseLevel2
4810	Adv. Foundations Math I	050	23210	B	
4811	Adv. Foundations Math II	050	23210	B	
4618	Algebra Standards I	050	23211	B	
4619	Algebra Standards II	050	23211	B	
1622	Content Language Arts I	050	23201	B	

Image 4: Student Course Record - HTML

## Report Layout

These report layouts report describe the data reporting in the XML format of this report. First, a header record will report, followed by the Student Section Records, which report based on the sub report logic.

If the **Report Legal Identities When Provided** is marked, Demographics fields report from Census > People > Identities > Active Identity > Protected Identity Information.

## Header

Element	Description & Format	Campus Location
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Element	Description & Format	Campus Location
<b>Unit Number</b>	The district's identification number.  <i>Numeric, 4 digits</i>	System Administration > Resources > District Info > State District Number  District.number
<b>Unit Type</b>	The type of district.  <i>Numeric, 2 digits</i>	System Administration > Resources > District Info > Type  District.type
<b>Year</b>	The end year of the reporting year.  <i>Date field, 4 digits, YYYY</i>	System Administration > Calendar > School Years > End Year  Calendar.endYear

## Student Section Records

The sub report reporting is indicated in the XML file, as shown in *Image 2*.

- [Scheduled Student Course Record Layout](#)
- [Scheduled Student Course Record - Early Education Layout](#)
- [Project Based Learning Student Course Record Layout](#)
- [Project Based Learning Student Course Record - Early Education Layout](#)
- [Independent Study Student Record Layout](#)
- [Independent Study Student Record - Early Education Layout](#)
- [Direct Pay PSEO Student Course Record Layout](#)

## Scheduled Student Course Record Layout

Element	Description & Format	Campus Interface
<b>Site Number</b>	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format.  <i>Numeric, 3 digits</i>	System Administration > Resources > School > State School Number  School.number
<b>Academic Year Number</b>	The academic year identification number recorded as the MCCC Year ID.  <i>Numeric, 3 digits</i>	System Administration > Calendar > School Years > MCCC Year ID  SchoolYear.stateGeneratedYearID

Element	Description & Format	Campus Interface
<b>Calendar Number</b>	The district calendar identification number recorded as the MCCC Schedule ID.  <i>Numeric, 3 digits</i>	System Administration > Calendar > Schedule > MCCC Schedule ID  ScheduleStructure.stateGeneratedScheduleID
<b>Term Type</b>	The type of term a district or school uses to schedule courses, such as quarter, semester, etc.  See the <a href="#">Term Type &amp; Term Number</a> logic section for more information.  <i>Alphanumeric, 2 characters</i>	System Administration > Calendar > Calendar > Terms > Term Type  Term.stateCode
<b>Term Number</b>	Identifier of the term in which the course section occurs. See the <a href="#">Term Type &amp; Term Number</a> logic section for more information.  <i>Numeric, 2 digits</i>	System Administration > Calendar > Calendar > Terms > Sequence  Term.seq
<b>Marking Term Type</b>	The State Code of the term that applies to the student mark being reported.  <i>Alphanumeric, 2 characters</i>	System Administration > Calendar > Terms > Term Type  Terms.stateCode
<b>Marking Term Number</b>	The term number that applies to the student mark being reported.  <i>Numeric, 2 characters</i>	System Administration > Calendar > Terms  Term.seq
<b>Local Course Code</b>	Identifier used by the district or school to identify each course in the local curriculum.  <i>Alphanumeric, 4 digits</i>	Scheduling > Courses > Course > Number  Course.number
<b>Section Code</b>	The local code identifying the section of the course. Reports the Section Number + the CalendarID.  <i>Numeric, 6 digits</i>	Scheduling > Courses > Section > Number  Section.number Calendar.calendarID

Element	Description & Format	Campus Interface
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate

Element	Description & Format	Campus Interface
<b>File Folder Number</b>	<p>The folder number of the teacher teaching the course. Reports the most recent active Primary Teacher prior to the Term End Date. If the primary teacher has an End Date prior to the Term End Date, reports the most recent teacher with a Role of TR. If no active teacher is found, reports the most recent inactive Primary teacher from the term.</p> <p>License number is reported first from the Credential &gt; License Number field. If more than one License is found, reports the most recent. If no Credential is found, reports the employment License Number.</p> <p>Teachers with a section Staff History Role of NR: Not State Reported are not included in the report.</p> <p><i>Numeric, 6 digits</i></p>	<p>Census &gt; People &gt; Credentials &gt; License &gt; License Number; Census &gt; People &gt; District Employment &gt; License Number</p> <p>Credential.licenseNumber</p>
<b>Local Mark Earned</b>	<p>The State Score of the score posted for the Grading Task marked as State Reported and Final. If no State Score is entered, reports Score.</p> <p><i>Alphanumeric, 2 characters</i></p>	<p>Student Information &gt; General &gt; Transcript &gt; Score (Grading &amp; Standards &gt; Score Groups &amp; Rubrics &gt; State Score)</p> <p>TranscriptCourse.score</p>
<b>Local Credits Earned</b>	<p>The number of credits earned. Reports the Credit multiplied by the Credit Coefficient for the reported Score of a Grading Task marked as State Reported and Final. If multiple grading tasks are assigned to the course, the credit values are added together to report this field.</p> <p><i>Numeric, 3 digits</i></p>	<p>Scheduling &gt; Courses &gt; Grading Task &gt; Credit; Grading &amp; Standards &gt; Score Groups and Rubrics &gt; Credit Coefficient</p> <p>Calculated, not dynamically stored</p>



Element	Description & Format	Campus Interface
<b>College Credits Earned</b>	<p>The college credits earned for the course.</p> <p>For records reporting from Transcripts, reports the value of College Credits Earned from the Transcript if Record Type on the Transcript is DPP.</p> <p>For records reporting from Grading Tasks, the Grading Task must be marked as State Reported, with a Code of COLLEGECREDIT, and the Course must have a Course Level or SCED Course Level of D. If so, reports Credits multiplied by the Credit Coefficient.</p> <p><i>Numeric, 3 digits</i></p>	<p>Scheduling &gt; Courses &gt; Grading Task &gt; Credit; Grading &amp; Standards &gt; Score Groups and Rubrics &gt; Credit Coefficient</p> <p>Calculated, not dynamically stored</p>
<b>Subject Area</b>	<p>The subject area of the associated Credit Type. If there are multiple identical grading tasks assigned to the course, this field reports based on the Credit Type that has a Subject Area selected, that has the highest Credit value if the same, and is the first entered if the same. Reports only if the SCED Subject Area is 01, 23, 73, or 74. Otherwise reports as blank.</p> <p><i>Numeric, 2 digits</i></p>	<p>Grading &amp; Standards &gt; Credit Groups &gt; Subject Area</p> <p>CreditGroup.subjectArea</p>
<b>Term Type</b>	<p>Reports the Code selected for the Term Type for the term related to this score.</p> <p><i>Alphanumeric, 2 characters</i></p>	<p>System Administration &gt; Calendar &gt; Terms &gt; Term Type</p> <p>Terms.stateCode</p>
<b>Term Number</b>	<p>Reports the Sequence for the term related to this score.</p> <p><i>Numeric, 2 characters</i></p>	<p>System Administration &gt; Calendar &gt; Terms</p> <p>Term.seq</p>

Element	Description & Format	Campus Interface
<b>Rubric Levels</b>	Reports the number of score levels in the Rubric associated with the standard.  <i>Numeric, 2 digits</i>	Grading & Standards > Score Groups & Rubrics > Rubric  Calculated, not dynamically stored
<b>Standard Code</b>	The Code entered on the Standard associated with the course. Only reports if the standard is marked as State Reported and Final. Otherwise this field is not reported.  <i>Numeric, 2 characters</i>	Grading & Standards > Standards Bank > Code  Standard.code
<b>Score Value</b>	The State Score the student earned for this standard.  <i>Numeric, 3 digits</i>	Scheduling > Courses > Course > Section > Grading by Student > Score OR Campus Instruction > Post Grades > Grading by Student > Score (Grading & Standards > Score Groups & Rubrics > State Score)

## Term Type & Term Number Logic

Term Type	Term Number	Logic
Y	1	Section is taught in all terms in the term schedule.
S	1	Section is taught in the first 2 of 4 terms, the first 3 of 6 terms, the first 4 of 8 terms, or the first 5 of 10 terms.
S	2	Section is taught in any of the following scenarios: <ul style="list-style-type: none"> <li>• 2 terms out of 4, ending with the 3rd or 4th term.</li> <li>• 3 terms out of 6, ending with the 4th, 5th or 6th term.</li> <li>• 4 terms out of 8, ending with the 5th, 6th, 7th, or 8th term.</li> <li>• 5 terms out of 10, ending with the 6th, 7th, 8th, 9th, or 10th.</li> </ul>
SU	Last term section meets	Term Type is SU
State Code of latest Term of Section	Sequence of latest Term of Section	Any other scenario

## Scheduled Student Course Record - Early Education Layout

Element	Description & Format	Campus Location
<b>Site Number</b>	<p>Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format.</p> <p><i>Numeric, 3 digits</i></p>	<p>System Administration &gt; Resources &gt; School &gt; State School Number</p> <p>School.number</p>
<b>Academic Year Number</b>	<p>The academic year identification number recorded as the MCCC Year ID.</p> <p><i>Numeric, 3 digits</i></p>	<p>System Administration &gt; Calendar &gt; School Years &gt; MCCC Year ID</p> <p>SchoolYear.stateGeneratedYearID</p>
<b>Calendar Number</b>	<p>The district calendar identification number recorded as the MCCC Schedule ID.</p> <p><i>Numeric, 3 digits</i></p>	<p>System Administration &gt; Calendar &gt; Schedule &gt; MCCC Schedule ID</p> <p>ScheduleStructure.stateGeneratedScheduleID</p>
<b>Term Type</b>	<p>The type of term a district or school uses to schedule courses, such as quarter, semester, etc. See the <a href="#">Term Type &amp; Term Number</a> logic section for more information.</p> <p><i>Alphanumeric, 2 characters</i></p>	<p>System Administration &gt; Calendar &gt; Calendar &gt; Terms &gt; Term Type</p> <p>Term.stateCode</p>
<b>Term Number</b>	<p>Identifier of the term in which the course section occurs. See the <a href="#">Term Type &amp; Term Number</a> logic section for more information.</p> <p><i>Numeric, 2 digits</i></p>	<p>System Administration &gt; Calendar &gt; Calendar &gt; Terms &gt; Sequence</p> <p>Term.seq</p>
<b>Local Course Code</b>	<p>Identifier used by the district or school to identify each course in the local curriculum.</p> <p><i>Alphanumeric, 4 digits</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Number</p> <p>Course.number</p>

Element	Description & Format	Campus Location
<b>Section Code</b>	The local code identifying the section of the course. Reports the Section Number + the CalendarID.  <i>Numeric, 6 digits</i>	Scheduling > Courses > Section > Number  Section.number Calendar.calendarID
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate

Element	Description & Format	Campus Location
<b>EE Instructional Approach Code</b>	Code indicating the Early Education Instructional Approach. Reports the Value entered for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as NONE.  <i>Alphanumeric, 5 characters</i>	Scheduling > Courses > Course > Inst. Approach and Implementation  Course.eeInstApproachAndImp
<b>EE Instructional Approach Implementation Code</b>	Reports the Standard Code for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as X.  <i>Alphanumeric, 5 characters</i>	Scheduling > Courses > Course > Inst. Approach and Implementation  Course.eeInstApproachAndImp
<b>Site Based Initiative Code</b>	Code indicating the Site-Based Initiative that the course section is a part of. Reports the Value entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as NONE.  <i>Alphanumeric, 5 characters</i>	Scheduling > Courses > Course > Site-Based Initiative and Impl.  Course.eeSiteBasedInitAndImp
<b>Site Based Initiative Implementation Code</b>	Reports the Standard Code entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as X.  <i>Alphanumeric, 5 characters</i>	Scheduling > Courses > Course > Site-Based Initiative and Impl.  Course.eeSiteBasedInitAndImp

## Project Based Learning Student Course Record Layout

Element	Description & Format	Campus Location
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Element	Description & Format	Campus Location
<b>Site Number</b>	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format.  <i>Numeric, 3 digits</i>	System Administration > Resources > School > State School Number  School.number
<b>State Course Code</b>	The state identification code of the course.  <i>Alphanumeric, 6 characters</i>	Student Information > General > Transcript > State Code  TranscriptCourse.stateCode
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate

Element	Description & Format	Campus Location
<b>Subject Area</b>	<p>The subject area of the mark received. Reports the Subject Area of the associated Credit Name. Multiple Subject Areas can report if multiple Credit Names are found on the transcript record. This value is only reported for State Codes that begin with 23, 51, or 52.</p> <p><i>Numeric, 2 digits</i></p>	<p>Grading &amp; Standards &gt; Credit Groups &gt; Subject Area; Student Information &gt; General &gt; Transcript &gt; Transcript Credit &gt; Credit Name</p> <p>TranscriptCourse.creditName</p>
<b>File Folder Number</b>	<p>The folder number of the teacher teaching the course. Reports the most recent active Primary Teacher prior to the Term End Date. If the primary teacher has an End Date prior to the Term End Date, reports the most recent teacher with a Role of TR. If no active teacher is found, reports the most recent inactive Primary teacher from the term.</p> <p>License number is reported first from the Credential &gt; License Number field. If more than one License is found, reports the most recent. If no Credential is found, reports the employment License Number. Teachers with a section Staff History Role of NR: Not State Reported are not included in the report.</p> <p><i>Numeric, 6 digits</i></p>	<p>Census &gt; People &gt; Credentials &gt; License &gt; License Number; Census &gt; People &gt; District Employment &gt; License Number</p> <p>Credential.licenseNumber</p>
<b>Local Mark Earned</b>	<p>The State Score of the score posted for the Grading Task marked as State Reported and Final. If no State Score is entered, reports Score.</p> <p><i>Numeric</i></p>	<p>Student Information &gt; General &gt; Transcript &gt; Score (Grading &amp; Standards &gt; Score Groups &amp; Rubrics &gt; State Score)</p> <p>TranscriptCourse.score</p>
<b>Local Credits Earned</b>	<p>The number of credits earned for the record to the third decimal place.</p> <p><i>Decimal, 8 characters</i></p>	<p>Student Information &gt; General &gt; Transcript &gt; Credit</p> <p>TranscriptCourse.creditsEarned</p>
<b>Rubric Levels</b>	<p>Reports the number of score levels in the Rubric associated with the standard.</p> <p><i>Numeric, 2 digits</i></p>	<p>Grading &amp; Standards &gt; Score Groups &amp; Rubrics &gt; Rubric</p> <p>Calculated, not dynamically stored</p>

Element	Description & Format	Campus Location
<b>Standard Code</b>	The Code entered on the Standard associated with the course. Only reports if the standard is marked as State Reported and Final. Otherwise this field is not reported.  <i>Numeric, 2 characters</i>	Grading & Standards > Standards Bank > Code  Standard.code
<b>Score Value</b>	The Score the student earned for this standard.  <i>Numeric, 3 digits</i>	Scheduling > Courses > Course > Section > Grading by Student > Score OR Campus Instruction > Post Grades > Grading by Student > Score

## Project Based Learning Student Course Record - Early Education Layout

Element	Description & Format	Campus Location
<b>Site Number</b>	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format.  <i>Numeric, 3 digits</i>	System Administration > Resources > School > State School Number  School.number
<b>State Course Code</b>	The state identification code of the course.  <i>Alphanumeric, 6 characters</i>	Student Information > General > Transcript > State Code  TranscriptCourse.stateCode
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName



Element	Description & Format	Campus Location
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate

## Independent Study Student Record Layout

Element	Description & Format	Campus Location
<b>Site Number</b>	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format.  <i>Numeric, 3 digits</i>	System Administration > Resources > School > State School Number  School.number
<b>Local Course Code</b>	The local identification number of the course.  <i>Numeric, 4 digits</i>	Student Information > General > Transcript > Number  TranscriptCourse.number
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName

Element	Description & Format	Campus Location
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate
<b>Subject Area</b>	The subject area of the mark received. Reports the Subject Area of the associated Credit Name. Multiple Subject Areas can report if multiple Credit Names are found on the transcript record. This value is only reported for State Codes that begin with 23, 51, or 52.  <i>Numeric, 5 digits</i>	Grading & Standards > Credit Groups > Subject Area; Student Information > General > Transcript > Transcript Credit > Credit Name  TranscriptCourse.creditName
<b>File Folder Number</b>	The folder number of the teacher teaching the course.  <i>Numeric, 6 digits</i>	Student Information > General > Transcript > File Folder Number  TranscriptCourse.teacherNumber
<b>Local Mark Earned</b>	The State Score of the score posted for the Grading Task marked as State Reported and Final. If no State Score is entered, reports Score.  <i>Numeric</i>	Student Information > General > Transcript > Score (Grading & Standards > Score Groups & Rubrics > State Score)  TranscriptCourse.score
<b>Local Credits Earned</b>	The number of credits earned for the record to the third decimal place.  <i>Decimal, 8 characters</i>	Student Information > General > Transcript > Credit  TranscriptCourse.creditsEarned
<b>Rubric Levels</b>	Reports the number of score levels in the Rubric associated with the standard.  <i>Numeric, 2 digits</i>	Grading & Standards > Score Groups & Rubrics > Rubric  Calculated, not dynamically stored

Element	Description & Format	Campus Location
<b>Standard Code</b>	<p>The Code entered on the Standard associated with the course. Only reports if the standard is marked as State Reported and Final. Otherwise this field is not reported.</p> <p><i>Numeric, 2 characters</i></p>	<p>Grading &amp; Standards &gt; Standards Bank &gt; Code</p> <p>Standard.code</p>
<b>Score Value</b>	<p>The Score the student earned for this standard.</p> <p><i>Numeric, 3 digits</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Section &gt; Grading by Student &gt; Score OR Campus Instruction &gt; Post Grades &gt; Grading by Student &gt; Score</p>
<b>File Folder Number</b>	<p>The folder number of the teacher teaching the course. Reports the most recent active Primary Teacher prior to the Term End Date. If the primary teacher has an End Date prior to the Term End Date, reports the most recent teacher with a Role of TR. If no active teacher is found, reports the most recent inactive Primary teacher from the term.</p> <p>License number is reported first from the Credential &gt; License Number field. If more than one License is found, reports the most recent. If no Credential is found, reports the employment License Number.</p> <p>Teachers with a section Staff History Role of NR: Not State Reported are not included in the report.</p> <p><i>Numeric, 6 digits</i></p>	<p>Census &gt; People &gt; Credentials &gt; License &gt; License Number; Census &gt; People &gt; District Employment &gt; License Number</p> <p>Credential.licenseNumber</p>

## Independent Study Student Record - Early Education Layout

Element	Description & Format	Campus Location
<b>Site Number</b>	<p>Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format.</p> <p><i>Numeric, 3 digits</i></p>	<p>System Administration &gt; Resources &gt; School &gt; State School Number</p> <p>School.number</p>

Element	Description & Format	Campus Location
<b>Local Course Code</b>	The local identification number of the course.  <i>Numeric, 4 digits</i>	Student Information > General > Transcript > Number  TranscriptCourse.number
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate
<b>EE Instructional Approach Code</b>	Code indicating the Early Education Instructional Approach. Reports the Value entered for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as NONE.  <i>Alphanumeric, 5 characters</i>	Scheduling > Courses > Course > Inst. Approach and Implementation  Course.eeInstApproachAndImp

Element	Description & Format	Campus Location
<b>EE Instructional Approach Implementation Code</b>	<p>Reports the Standard Code for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as X.</p> <p><i>Alphanumeric, 5 characters</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Inst. Approach and Implementation</p> <p>Course.eeInstApproachAndImp</p>
<b>Site Based Initiative Code</b>	<p>Code indicating the Site-Based Initiative that the course section is a part of.</p> <p>Reports the Value entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as NONE.</p> <p><i>Alphanumeric, 5 characters</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Site-Based Initiative and Impl.</p> <p>Course.eeSiteBasedInitAndImp</p>
<b>Site Based Initiative Implementation Code</b>	<p>Reports the Standard Code entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as X.</p> <p><i>Alphanumeric, 5 characters</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Site-Based Initiative and Impl.</p> <p>Course.eeSiteBasedInitAndImp</p>
<b>EE Instructional Minutes</b>	<p>Reports the sum of instructional minutes (minus lunch minutes if applicable) for each period this student's section is scheduled for.</p> <p><i>Numeric, 4 digits</i></p>	<p>Calculated, not dynamically stored</p>
<b>File Folder Number</b>	<p>The folder number of the teacher teaching the course.</p> <p>Reports the License Number from each Primary Teacher and Teacher recorded on the Section Staff History tab, excluding records marked as NR: Not State Reported. If License Number is null, reports the License Number from the Employment record.</p> <p><i>Numeric, 6 digits</i></p>	<p>Census &gt; People &gt; Credentials &gt; License &gt; License Number; Census &gt; People &gt; District Employment &gt; License Number</p> <p>Credential.licenseNumber</p>

## Direct Pay PSEO Student Course Record Layout

See the [Course Setup for Direct Pay PSEO Records](#) section below.

Element	Description & Format	Campus Location
<b>Site Number</b>	The Minnesota Dept of Education identification code for the school. This field only appears in the XML format.  <i>Numeric, 3 digits</i>	Student Information > General > Transcript > School Number  School.number
<b>State Course Code</b>	The identifier assigned to each unique course in the local curriculum.  <i>Numeric, 4 digits</i>	Student Information > Transcript > State Code  TranscriptCourse.stateCode
<b>College Code</b>	The federal identification number of the college.  <i>Alphanumeric, 6 characters</i>	Student Information > General > Transcript > Federal College Number  TranscriptCourse.collegeCode
<b>State Student ID</b>	The MARSS identification number of the student.  <i>Numeric, 13 digits</i>	Census > People > Demographics > Person Identifiers > State ID  Person.stateID
<b>Last Name</b>	The last name of the student.  <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>First Name</b>	The first name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Middle Name</b>	The middle name of the student.  <i>Alphanumeric, 20 characters</i>	Census > People > Demographics > Middle Name  Identity.middleName
<b>Suffix</b>	The additional identifier following the student's last name.  <i>Alphanumeric, 3 characters</i>	Census > People > Demographics > Suffix  Identity.suffix
<b>Gender</b>	The gender of the student.  <i>Alphanumeric, F or M</i>	Census > People > Demographics > Gender  Identity.gender

Element	Description & Format	Campus Location
<b>Birth Date</b>	The date of birth of the student.  <i>Date field, 10 characters, YYYY-MM-DD</i>	Census > People > Demographics > Birth Date  Identity.birthdate
<b>Subject Area</b>	Identifies the subject area for the mark given. Reports the Subject Area from the associated Credit Name. Only reported for State Codes that begin with 23, 51, or 52.  <i>Numeric, 5 digits</i>	Grading & Standards > Credit Groups > Subject Area; Student Information > General > Transcript > Transcript Credit > Credit Name  TranscriptCourse.creditName
<b>College Mark Earned</b>	The college mark awarded.  <i>Numeric</i>	Student Information > General > Transcript > Score  TranscriptCourse.score
<b>College Credits Earned</b>	The college credits earned for the course.  <i>Decimal, 8 characters, ###.###</i>	Student Information > General > Transcript > College Credit Earned  TranscriptCourse.secondaryCredit
<b>College Course Code</b>	The college course number or code.  <i>Alphanumeric, 20 characters</i>	Student Information > General > Transcript > Number  TranscriptCourse.courseNumber
<b>College Course Title</b>	The name of the college course.  <i>Alphanumeric, 255 characters</i>	Student Information > General > Transcript > Name Setting Up Direct Pay PSEO Records  Transcript.courseName

## Course Setup for Direct Pay PSEO Records

For Direct Pay PSEO records, the Minnesota Department of Education collects:

Collected Data	Field to Populate on Course	Description
College Course Title	Name	This is pulled from the course Name field (Course.name). You should make sure to set up the course with a Name matching the college course name.

Collected Data	Field to Populate on Course	Description
State Course Code	State Code	Using the state course code description, find the state course code that best describes the course content. Do not use 23010 for the state course code. The state course codes are listed in the Minnesota Common Course Classification Catalogue.
College Credits	College Course Credit	Use this field to indicate how many college course credits this course qualifies for.
College Code	College Code	The Federal college code found in appendix F of the How to Create a Local Course Index K-12.
College Course Code	College Course Code	The registration number of the course is usually the letters of the course department and the number of the course (ENG 100)



**Add Course**

Save Delete

**Course Information**

\*Number: 11245 \*Name: Advanced Statistics

Standards-based:  Active State Report Exclude:  External LMS Exclude:

Course-Only Curriculum:

Subject Type: [Dropdown]

State Code: [Text] Department: Math

Schedule Load Priority: [Text] Max Students: [Text] Terms: 0 Schedules: 0 Periods: 0 Sections to Build: 0 Preferred Room Type: [Dropdown]

GPA Weight: 0 Bonus Points:  Advisory:  Transcript:  Required:

Type: [Dropdown] Honors: [Dropdown] Responsive:  Activity: [Dropdown]

Homeroom:  Allow student requests:  Allow teacher requests/recommendations:  Hide Standards On Portal:  Repeatable:  Attendance:  Positive Attendance:  High School Credit:

Instruction Method / EE Location: [Dropdown] Instruction Language: Select a Value

Online Learning: [Dropdown] Perkins Code: [Text] College Course Credit: [Text]

Ed-Fi Term Descriptor Override:  Comments: [Text Area]

**NCES Data**

**Description**

**Custom Data Elements**

Standard Addressed: [Dropdown] Period Minutes: [Text] Course Grade Code: [Dropdown] Period Count: [Text] Perkins Program Code: [Text] Secondary Course Level: [Dropdown] College Code: [Text] End of Course Indicator:  College Course Code: [Text] STAR Assignment Code: Select a Value TestFormat: [Text]