

Student Course Enrollment Template (New Mexico)

Last Modified on 10/22/2022 10:32 am CDT

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Classic View: NM State Reporting > COURSE_ENROLL

Search Terms: COURSE_ENROLL

The Student Course Enrollment Template contains information on student enrollment in each course/section combination. The Student Course Enrollment Template must be submitted for all students at each reporting period.

COURSE_ENROLL ☆

[Reporting](#) > [NM State Reporting](#) > [COURSE_ENROLL](#)

Student Course Enrollment Template

This tool extracts data to complete the Student Course Enrollment Template. Choose the State Format to generate the report in the state defined file format; otherwise, choose HTML for testing.

By default, this report is generated using the SSRS report service. Clear the SSRS checkbox if you do not want to use SSRS. The SSRS report service allows reports to be updated to a newer version without needing to update Campus or wait for a Campus release pack or RX pack to be released.

<p>Extract Options</p> <p>Submission Schedule: <input type="text" value="40D"/></p> <p>Ad Hoc Filter: <input type="text"/></p> <p>Format: <input type="text" value="State Format(CSV)"/></p> <p>Use SSRS: <input checked="" type="checkbox"/></p> <p style="text-align: center;"><input type="button" value="Generate Extract"/></p>	<p>Select Calendars</p> <p>Which calendar(s) would you like to include in the report?</p> <p><input checked="" type="radio"/> active year</p> <p><input type="radio"/> list by school</p> <p><input type="radio"/> list by year</p> <div style="border: 1px solid gray; padding: 5px; margin-top: 5px;"> <p>19-20</p> <ul style="list-style-type: none"> 19-20 Bataan Elementary 19-20 Bell Elementary 19-20 Chaparral Elementary 19-20 Columbus Elementary 19-20 Deming CC Charter High 19-20 Deming High School 19-20 Deming Intermediate 19-20 Early College High 19-20 Memorial Elementary 19-20 Mimbres Valley High 19-20 My Little School 19-20 Red Mountain Middle 19-20 Ruben S. Torres Elem ELT 19-20 Deming High School ELT 19-20 Deming Intermediate ELT 19-20 Early College High ELT 19-20 Mimbres Valley High ELT 19-20 Red Mountain Middle KSP 19-20 Bataan Elementary </div> <p style="font-size: small; text-align: center;">CTRL-click or SHIFT-click to select multiple</p>
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Student Course Enrollment Template Editor

Report Logic

- Reports all students actively on the roster on at least one day in the specific reporting range based on the Submission Schedule selected on the Extract Editor:
 - The course must have a State Code present to report.

- The section must be scheduled at least one day in the reporting range to report.
- The Reporting Range is defined by the selected Submission Schedule.
 - **K5P** - Reports a student record for each Section in which a student was rostered on at least one instructional day at any time in the calendar/s selected
 - **40D** - Calendar start up to & including the 2nd Wednesday of October.
 - **80D** - Date after 2nd Wednesday of October up to & including the first M-F date in December.
 - **120D** - Date after first M-F date in December up to & including second Wednesday of February.
 - **EOY** - Date after the second Wednesday of February up to & including the last calendar date.
 - **Open Yr Round** - Reports one record per actively enrolled student, per course with a State Code present per section which is scheduled on the Snapshot Date selected on the extract editor.
- Students flagged No Show or State Exclude on their enrollment, in a grade level flagged State Exclude, or in a calendar flagged State Exclude do not report.
- Students marked as Home Schooled on their Enrollment do not report.

Report Editor

Field	Description
Submission Schedule	The Submission Schedule for which data is being submitted to the state.
Snapshot Date	This date field is only available if the Submission Schedule is Open Yr Round .
Ad Hoc Filter	Ad Hoc Filters allow you to limit report results to those included in the filter. This option is useful for troubleshooting.
Format	The format in which the report will generate. Options include HTML and Comma Separated.
Use SSRS	By default, this report is generated using the SSRS report service. Clear the SSRS checkbox if you do not want to use SSRS. The SSRS report service allows reports to be updated to a newer version without needing to update Campus or wait for a Campus release pack or RX pack to be released.
Select Calendars	The calendar(s) from which data is pulled for the report.

Report Example

Student Course Enrollment Template Records:1964								
DistrictCode	LocationCode	SchoolYear	EnrollmentPeriod	EffectiveDate	EnrollmentCode	StudentID	Filler1	Filler2
042	005	2016-06-30	501	2015-10-01	CE	123456789		
042	005	2016-06-30	501	2015-10-01	CE	123456789		
042	005	2016-06-30	501	2015-10-01	CE	123456789		
042	005	2016-06-30	501	2015-10-01	CE	123456789		
042	005	2016-06-30	501	2015-10-01	CE	234567891		
042	005	2016-06-30	501	2015-10-01	CE	234567891		
042	005	2016-06-30	501	2015-10-01	CE	234567891		
042	005	2016-06-30	501	2015-10-01	CE	234567891		

Student Course Enrollment Template Example - HTML

Report Layout

Element Name	Logic	Location
District Code	A three character district code. Numeric, 3 digits	System Administration > Resource > District Information District.number
Location Code	The state school number. Numeric, 5 digits	System Administration > Resources > School > State School Number School.number
School Year	The end year of the selected calendar(s) plus the date 06-30. For example, 2016-06-30. Date field, 10 characters YYYY-MM-DD	N/A

Element Name	Logic	Location																					
Enrollment Period	<p>Indicates the reporting period that corresponds with the Submission Schedule for the extract.</p> <table border="1" data-bbox="384 398 871 831"> <thead> <tr> <th>Submission Schedule</th> <th>Reports</th> </tr> </thead> <tbody> <tr> <td>40D</td> <td>501</td> </tr> <tr> <td>80D</td> <td>502</td> </tr> <tr> <td>120D</td> <td>503</td> </tr> <tr> <td>EOY</td> <td>901</td> </tr> <tr> <td>K5P</td> <td>902</td> </tr> <tr> <td>Open Yr Round</td> <td>906</td> </tr> </tbody> </table> <p>Numeric, 3 digits</p>	Submission Schedule	Reports	40D	501	80D	502	120D	503	EOY	901	K5P	902	Open Yr Round	906	N/A							
Submission Schedule	Reports																						
40D	501																						
80D	502																						
120D	503																						
EOY	901																						
K5P	902																						
Open Yr Round	906																						
Effective Date	<p>Indicates the reporting period that corresponds with the Submission Schedule and Semester. The date uses the generated school year and hard coded values.</p> <table border="1" data-bbox="384 1178 1002 1883"> <thead> <tr> <th>Submission Schedule</th> <th>Reports</th> <th>Example</th> </tr> </thead> <tbody> <tr> <td>40D</td> <td>10-01</td> <td>YYYY-10-1</td> </tr> <tr> <td>80D</td> <td>12-15</td> <td>YYYY-12-15</td> </tr> <tr> <td>120D</td> <td>03-01</td> <td>YYYY-03-01</td> </tr> <tr> <td>EOY</td> <td>06-01</td> <td>YYYY-06-01</td> </tr> <tr> <td>K5P</td> <td>09-01</td> <td>YYYY-09-01</td> </tr> <tr> <td>Open Yr Round</td> <td>07-15</td> <td>YYYY-07-15</td> </tr> </tbody> </table> <p>Date field, 10 characters YYYY-MM-DD</p>	Submission Schedule	Reports	Example	40D	10-01	YYYY-10-1	80D	12-15	YYYY-12-15	120D	03-01	YYYY-03-01	EOY	06-01	YYYY-06-01	K5P	09-01	YYYY-09-01	Open Yr Round	07-15	YYYY-07-15	N/A
Submission Schedule	Reports	Example																					
40D	10-01	YYYY-10-1																					
80D	12-15	YYYY-12-15																					
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K5P	09-01	YYYY-09-01																					
Open Yr Round	07-15	YYYY-07-15																					

Element Name	Logic	Location														
Enrollment Code	This field always reports CE (Course Enrollment). Alphanumeric, 6 characters	N/A														
Student ID	Reports the state-assigned identifier for the student. Numeric, 9 digits	Census > People > Demographics > State ID Person.stateID														
Filler 8, 9	N/A	N/A														
Request Sequence	This field always reports 0 . Numeric, 3 digits	N/A														
Filler 11, 12	N/A	N/A														
Semester	Indicates the reporting period and corresponds to the same reporting period as the Effective Date and the Enrollment Period number. <table border="1"> <thead> <tr> <th>Submission Schedule</th> <th>Reports</th> </tr> </thead> <tbody> <tr> <td>40D</td> <td>1</td> </tr> <tr> <td>80D</td> <td>2</td> </tr> <tr> <td>120D</td> <td>3</td> </tr> <tr> <td>EOY</td> <td>4</td> </tr> <tr> <td>K5P</td> <td>5</td> </tr> <tr> <td>Open Yr Round</td> <td>9</td> </tr> </tbody> </table> Numeric, 2 digits	Submission Schedule	Reports	40D	1	80D	2	120D	3	EOY	4	K5P	5	Open Yr Round	9	N/A
Submission Schedule	Reports															
40D	1															
80D	2															
120D	3															
EOY	4															
K5P	5															
Open Yr Round	9															
Course Code Long	The State Code of the course. Numeric, 12 digits	Scheduling > Courses > Course > Course Editor Course/Section > Course > Course Information > State Code Course.stateCode														
Filler 5	N/A	N/A														

Element Name	Logic	Location
Course Content Code	<p>The Distance Learning Provider for the class. If there is not a Distance Learning Provider, this element reports blank.</p> <ul style="list-style-type: none"> • APLUS: APlus • BLB: Blended Learning Bureau • BYU: Digital learning • EDCONN: EdConnection • EDGENU: Edgenuity • EDMENT: Edmentum • FUELED: Fuel Ed • IDEAL: Innovative Digital Education and Learning Online Course • K-12: K-12 (Including A+ Instructional Materials) • ODYSSE: Odysseyware • OTHER: Other distance learning provider • PROXIM: Proximity <p>Alphanumeric, 6 characters</p>	<p>Course/Section > Section > Distance Learning Provider</p> <p>Section.provider</p>
Filler 17	N/A	N/A
Special Program Code	<p>Reports the Dual Concurrent Credit field. If there is not a Dual Concurrent Credit selected, this element reports blank.</p> <ul style="list-style-type: none"> • D: Dual Credit Course • C: Concurrent Enrollment Course <p>Alphanumeric, 3 characters</p>	<p>Scheduling > Course > Dual/Concurrent Credit Course/Section > Course > Course Information > Dual/Concurrent Credit Indicator</p> <p>Course.dualEnrollmentCourse</p>
Alternate Credit Course	<p>If this class is being offered for alternative credit, this element reports the 8-digit course number for the course it is replacing; otherwise, this element reports blank.</p> <p>Numeric, 12 digits</p>	<p>Scheduling > Course > Course/Section > Course > Course Information > Alternate Credit Course</p> <p>Course.alternateCreditCode</p>
Section Code Long	<p>The Campus generated Section ID.</p> <p>Alphanumeric, 25 characters</p>	<p>Course/Section > Section > Section Editor > Section ID</p> <p>Section.sectionID</p>

Element Name	Logic	Location																					
Course Instructor Snapshot Date	<p>Indicates the reporting period that corresponds with the Enrollment Period and Effective Date. The date uses the current year and hard coded values.</p> <table border="1" data-bbox="384 472 1002 1178"> <thead> <tr> <th data-bbox="384 472 699 573">Submission Schedule</th> <th data-bbox="699 472 847 573">Reports</th> <th data-bbox="847 472 1002 573">Example</th> </tr> </thead> <tbody> <tr> <td data-bbox="384 573 699 674">40D</td> <td data-bbox="699 573 847 674">10-01</td> <td data-bbox="847 573 1002 674">YYYY-10-01</td> </tr> <tr> <td data-bbox="384 674 699 775">80D</td> <td data-bbox="699 674 847 775">12-15</td> <td data-bbox="847 674 1002 775">YYYY-12-15</td> </tr> <tr> <td data-bbox="384 775 699 875">120D</td> <td data-bbox="699 775 847 875">03-01</td> <td data-bbox="847 775 1002 875">YYYY-03-01</td> </tr> <tr> <td data-bbox="384 875 699 976">EOY</td> <td data-bbox="699 875 847 976">06-01</td> <td data-bbox="847 875 1002 976">YYYY-06-01</td> </tr> <tr> <td data-bbox="384 976 699 1077">K5P</td> <td data-bbox="699 976 847 1077">09-01</td> <td data-bbox="847 976 1002 1077">YYYY-09-01</td> </tr> <tr> <td data-bbox="384 1077 699 1178">Open Yr Round</td> <td data-bbox="699 1077 847 1178">07-15</td> <td data-bbox="847 1077 1002 1178">YYYY-07-15</td> </tr> </tbody> </table> <p>Date field, 10 characters YYYY-MM-DD</p>	Submission Schedule	Reports	Example	40D	10-01	YYYY-10-01	80D	12-15	YYYY-12-15	120D	03-01	YYYY-03-01	EOY	06-01	YYYY-06-01	K5P	09-01	YYYY-09-01	Open Yr Round	07-15	YYYY-07-15	<p>N/A</p>
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Open Yr Round	07-15	YYYY-07-15																					
Course Section	<p>HTML Only Reports the concatenated course number AND section number only in the HTML output.</p>	<p>Course/Section > Course > Course Number Course/Section > Section > Section Number</p> <p>Course.number Section.number</p>																					

