

EIS 030 Class Section Extract (Tennessee)

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PATH: *TN State Reporting > EIS Batch Transmission File*

The 030 Class Section extract is used to upload class-specific information such as start and end times and other section characteristics to EIS. The 030 extract is considered a parent record in EIS, meaning that it must be uploaded prior to any other course and student records.

See the [EIS Batch Transmission](#) article for an overview of the EIS Batch Transmission File, logic that applies to all extracts, and generation instructions.

Report Logic

A Primary School is a school whose calendar was selected in the extract editor. Students who have a Primary enrollment in the Primary School calendar with subsequent Partial enrollments in another school are considered students enrolled in a Service School.

A record reports for all classes in the Primary School that have a primary teacher assigned on the Section > Staff History tab. Additionally, records report for classes that have student who have primary enrollments in the Primary School and a subsequent partial enrollment in a Service School and are scheduled into courses in the Service School.

Records are not reported for calendars or courses marked as Exclude. If a record was previously reported and then marked as exclude, a delete record will be sent to EIS for each record.

The following records are excluded from reporting and are included in the warning report:

- Sections associated with a Course that is marked as Exclude or Courses that have Type selected but no State Code.
- Sections tied to Courses with no State Code.
- Sections that have a Type Override selected but no State Code.
- Sections where an Advanced Academics value is selected on both the Course and Section.
- Courses or Sections where an Advanced Academic value of SDC, DE, or DC is selected and the Post-Secondary Institution ID is not null or 00000.
- Sections marked as Dual Enrollment or Local Dual Credit where Post-Secondary Institution ID is not null or blank space.
- Sections that are duplicated across Service Schools.
- Sections that do not have a primary teacher assigned on the Staff History tab.

Note: If sections are duplicated across Service Schools, districts will need to give sections unique names by changing the section number at one or more of the Service Schools.

The following students are excluded from reporting; these students' enrollments do not cause section records to report.

- Students without Student State IDs.
- Students with multiple Primary enrollments, with a Special Ed Services enrollment, or multiple enrollments in the same school.
- Students whose enrollments are marked as No Show or State Exclude, or who are enrolled in a Calendar or Grade Level marked as Exclude.
- Students with two or more roster records in the same section with the same start date.

The **Record Key**, which helps determine the Type of record sent (New, Edit, or Delete), is comprised of the Record ID, Record Version, District ID, School ID, School Year, Instruction Program Number, Course Code, and Local Class Number.

Recommended District Setup

Campus does not support reporting students who have Service School enrollments across districts.

Districts should create placeholder courses in the Primary School to schedule students who are taking courses offered by a Service School to report correct ADM data.

Classes with a Type of Pull-Out are not included in ADM calculations. Classes are considered Pull-Out classes if they are tied to students with Primary enrollments at the Primary School and Partial enrollments at the Service School. Pull-Out courses should have a Type entered and a Type Override entered on the Section.

030 Class Section Extract Layout

Element Name	Description & Format	Campus Location
Record ID	Identifies the extract - reports as "030" <i>Numeric (3)</i>	N/A
Record Version	Identifies the extract version - reports as "04" <i>Numeric (2)</i>	N/A
Record Type	Identifies the type of extract: <ul style="list-style-type: none"> • N: New • E: Edit • D: Delete <i>Character (1)</i>	N/A
Filler	N/A. Reports as 00.	N/A

Element Name	Description & Format	Campus Location
District ID	<p>Reports the TN Department of Education assigned District Number of the Primary School's district.</p> <p><i>Numeric (3)</i></p>	<p>System Administration > Resources > District Information > State District Number</p> <p>District.number</p>
School ID	<p>Reports the TN Department of Education assigned School Number of the Primary School.</p> <p><i>Numeric (4)</i></p>	<p>System Administration > Resources > School > State School Number</p> <p>School.number</p>
School Year	<p>Reports the start year of the school calendar selected in the extract editor.</p> <p><i>Date (CCYY)</i></p>	<p>System Administration > Calendar > School Years > Start Year</p> <p>SchoolYear.startYear</p>
Instructional Program Number	<p>Reports the unique Instructional Program Number of the school, or as 99 if blank.</p> <p><i>Numeric (2)</i></p>	<p>System Administration > Calendar > Calendar > Instructional Program Number</p> <p>Calendar.instructionalProgramNumber</p>
Filler	<p>Populates as 00000.</p> <p><i>Numeric (5)</i></p>	N/A
Local Course Number	<p>Reports the local course identifier by concatenating the course Number and section Number. For Service Schools, a 'V' is added to the end of this number.</p> <p><i>Character (15)</i></p>	<p>Scheduling > Courses > Course > Number; Courses > Section > Number</p> <p>Course.number Section.number</p>
Filler	N/A	N/A
Service District ID	<p>Identifies the district where the class is being offered. Reports the Service District ID. If null, reports the State District Number of the school tied to the section that is being reported, which could be a Service or a Primary School.</p> <p><i>Numeric (3)</i></p>	<p>Scheduling > Courses > Section > Service District ID OR System Administration > Resources > District Info > State District Number</p> <p>Section.serviceDistrict District.number</p>

Element Name	Description & Format	Campus Location
Service School ID	<p>Identifies the school where the class is being offered. Reports the Service School ID. If null, reports the State School Number of the school tied to the section that is being reported, which could be a Service or a Primary School.</p> <p><i>Numeric (4)</i></p>	<p>Scheduling > Courses > Section > Service School ID OR System Administration > Resources > School > State School Number</p> <p>Section.serviceSchool School.number</p>
Class Type	<p>Indicates the structure of the class. If the section is tied to a Service School, reports as P: Pull-Out. If the section is tied to a Primary School, reports the Type Override entered on the Section, or the Type from the Course if null. Otherwise populates as T: Traditional.</p> <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Section > Type Override OR Scheduling > Courses > Course > Type</p> <p>Course.type Section.classType</p>
Teaching Method	<p>Identifies the teaching method used for the class. Reports the Teaching Method Override entered on the Section, or the Teaching Method from the Course if null. Options are T: Traditional, D: Distance learning, or O: Online Class</p> <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Section > Teaching Method Override OR Scheduling > Courses > Course > Teaching Method</p> <p>Section.teachingMethod Course.teachingMethod</p>
Class Begin Date	<p>Identifies the first day of the class, based on the school's calendar and the section being reported. Reports the Term Start Date.</p> <p><i>Date (CCYYMMDD)</i></p>	<p>System Administration > Calendar > Calendar > Term > Start Date; Scheduling > Courses > Course > Section > Schedule Placement</p> <p>Term.startDate</p>
Class End Date	<p>Identifies the last day of the class, based on the school's calendar and the section being reported. Reports the Term End Date.</p> <p><i>Date (CCYYMMDD)</i></p>	<p>System Administration > Calendar > Calendar > Term > End Date; Scheduling > Courses > Course > Section > Schedule Placement</p> <p>Term.endDate</p>

Element Name	Description & Format	Campus Location
Honors Class Indicator	<p>Indicates if the class is designated as an Honors Class. If Advanced Academics on the section or course is H, reports as Y. Otherwise reports as N.</p> <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Section > Honors Indicator</p> <p>Section.honorsCode</p>
Statewide Dual Credit	<p>Indicates that the course includes an exam approved by the Consortium for Cooperative Innovative Education, with the potential for the student to earn credit at any public postsecondary institution. If Advanced Academics on the section or course is SDC, reports as Y. Otherwise reports as N.</p> <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Section > Statewide Dual Credit</p> <p>Section.honorsCode</p>
Local Dual Credit	<p>Indicates that the course includes an exam with the potential for the student to earn credit at a specific postsecondary institution. If Advanced Academics on the section or course is DC, reports as Y. Otherwise reports as N.</p> <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Section > Local Dual Credit</p> <p>Section.honorsCode</p>
Dual Enrollment	<p>Indicates a postsecondary course taught at a postsecondary institution for which the student receives both high school and postsecondary credit. If Advanced Academics on the section or course is DE, reports as Y. Otherwise reports as N.</p> <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Section > Dual Enrollment</p> <p>Section.honorsCode</p>

Element Name	Description & Format	Campus Location
Postsecondary Institution ID	<p>Identifies the postsecondary partnering with the high school to provide postsecondary credit. If Advanced Academics on the section or course is DC or DE, reports as the Post Secondary Institution ID. If Advanced Academics is SDC, reports as 00000. Otherwise reports the Post Secondary Institution ID, or as blank spaces if null.</p> <p><i>Character (6)</i></p>	<p>Scheduling > Courses > Section > Postsecondary Institution ID</p> <p>Section.postSecondaryInstitutionID</p>
Test Admin Window	<p>Identifies the assessment schedule used for Pre-ID documents. Reports the Test Admin Window Override from the Section, or the Test Admin Window from the Course if null.</p> <p>Options are:</p> <ul style="list-style-type: none"> • F: Fall Block Schedule • S: Spring Block Schedule • T: Traditional (Year-long) Schedule <p><i>Character (1)</i></p>	<p>Scheduling > Courses > Course > Test Admin Window; Scheduling > Courses > Section > Test Admin Window Override</p> <p>Course.testAdminWindow Section.testAdminWindow</p>
Course Code	<p>Identifies the Course code assigned by the TN Department of Education. Reports the State Code of the Course.</p> <p><i>Alphanumeric (20)</i></p>	<p>Scheduling > Courses > Course > State Code</p> <p>Course.stateCode</p>