

CALPADS Student Course Section (SCSE) [.2024 - .2223]

Last Modified on 10/22/2022 10:50 am CDT

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The Student Course Section extract reports students and the courses in which the students are actively enrolled in (Fall) or that the students have completed (EOY). Additional course and teacher data is reported in the [Course Section](#) extract.

CALPADS Student Course Section ☆

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CALPADS Student Course Section

This file format is used to submit data on students and their courses. The extract purpose differs based on the Collection selected, so the same courses do not always report in both versions.

To submit for Fall 2, which reports Course Enrollment for grades K-12:
Enter a Reporting Date (usually Info Day) and Collection=Fall. Data will report for all courses in which the student was actively enrolled as of the term that contains the Reporting Date. Courses must have a State Code other than blank, 6012, or 6017.

To submit for EOY 1, which reports Course Completion for grades 7-12:
Enter Collection=EOY. Data will report for all courses the student has completed. Course completion is indicated by a grade posted to the transcript. Courses must have a State Code other than blank, 1000, 6012, or 6017, and can have been scheduled at any time during the Reporting Year.

WARNING! The processing method for this file is Full Replacement by School of Course Delivery, Academic Year, and Academic Term. All of the data for an academic year, term, and school is replaced when a new file is submitted. Existing data can be deleted if the Delete transaction type is requested.

Extract Options

Reporting Date:

Collection:

Transaction Type:

Format:

Ad Hoc Filter:

Select Calendars

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

active year

list by school

list by year

19-20

- 19-20 Abbott Elementary
- 19-20 Bryant Elementary
- 19-20 Colfax Middle
- 19-20 Dupont Middle
- 19-20 Emerson High
- 19-20 Franklin High

CALPADS Student Course Section

Report Logic

See the [California Course and Section](#) article for additional information on necessary course setup for reporting.

For the **Fall submission**, students report all course sections into which the student is actively scheduled as of the Reporting Date. The student must have an active enrollment on the Reporting Date. The enrollment active on the Reporting Day selected in the editor is the only one that counts for reporting.

- The student must have an active enrollment with a Service Type of P or S.
- If the Reporting Date is not an Instructional Day, the first day after the Reporting Date that is an instructional day is used as the Reporting Date.
- If the student has a multi-day schedule (such as A/B or MTWThF), all courses that occur in the term that contains the Reporting Date are reported.
- Courses in future terms do not report.
- Courses without a state code do not report.
- Courses with a state code of 6012 or 6017 do not report.
- No grade level constraint exists for the Fall Submission.

For the **EOY submission**, data is submitted for all course sections completed during the year for students in grades 7-12. A completed course is defined as any course from the current school year that has been posted to the transcript.

- Most data for this submission comes from the Transcript Course Record, except the Course Section ID and the Academic Term Code, which come from the actual Course Section.
- Courses without a state code do not report.
- Courses with a state code of 1000, 6012 or 6017 do not report.
- Courses taken in another district are not reported. The district number on the transcript course record must be the state district number.
- Records are only reported for course sections if the Transcript Course Record shows grades 7-12.

For **both submissions**:

- Students marked as State Exclude on their enrollment record are not reported.
- Students enrolled in a grade level marked as State Exclude are not reported.
- Students attending a school marked as State Exclude are not reported.

Operational Keys

- School of Course Delivery
- Academic Year ID
- Academic Term Code
- Marking Period Code

Records sort first by **School Number**, then by **State ID**, then by **Course Section ID**.

Credits Earned and Credits Attempted fields are not required for students in grades 7 and 8. However, courses only report from the transcript course record. Since posting to transcripts requires a value to be in the Credits for the grading task, 7th and 8th grade courses may post with a zero in the credits field.

This is a FULL REPLACEMENT file. This means that if a file is submitted/posted to CALPADS, and a later file with the same School of Assignment, Academic Year, and Academic Term is submitted/posted, the records from the second file will **replace**, rather than update or add to, the records from the first file.

Non-Binary Gender Reporting

Schools can assign students a gender of M: Male, F: Female or X: Non-binary. This is done on the [Identities](#) tool and/or the [Demographics](#) tool.

CALPADS Extracts use the Legal Gender field included in the Protected Identity Information to report student identity information.

To properly record a gender of X: Non-Binary, on the Identities tool:

1. Assign the **Gender of X: Non-Binary** in the standard identify fields.
2. Assign the **Protected Identity Information Legal Gender** field to either M: Male or F: Female.
3. Save the record when finished.

Gender and Legal Gender Assignment

Report Editor

The following fields are available on the Student Course Section Report Editor.

Field	Description
Reporting Date	Indicates the date of the report. This field displays the current date and include students enrolled on this date (Fall)
Transaction Type	Indicates the type of transaction that will occur - Replace or Delete.
Format	Determines how the report will generate. Select State Format (Caret Delimited) if submitting records to the state. Other formats available for testing and review purposes are CSV and HTML.
Ad hoc Filter	Select which students to include in the extract by choosing a filter that was created in the Filter Designer.
Calendar Selection	Select the calendar of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year.
Report Generation Options	Choose the Generate Extract to display the results of the chosen items immediately. Choose the Submit to Batch option to generate the report at a specified time. This option is helpful when generating large amounts of data.

Generate the Student Course Section File

1. Enter the **Reporting Date** in *mmddyy* format, or use the calendar icon to select a date. For the Fall collection, the Reporting Date entered should be Information Day. A Reporting Date should not be entered for the EOY collection as it includes all completed courses in the reporting year.
2. Select the **Collection** from the dropdown list - **Fall** or **EOY**.
3. Select the **Transaction Type** from the dropdown list - **Replace** (default selection) or **Delete**.
4. Select the **Format** of the file. The State Format (Caret Delimited) should be chosen when submitting records to the state. Other formats available for testing and review purposes are CSV and HTML.
5. Use the **Ad hoc Filter** to select students already included in a filter. This is not required. If not chosen,

all students who have the appropriate enrollment start or end status during the entered date range are included.

6. Select the **Calendars** to include in the file.
7. Click the **Generate Extract** button. Or generate the extract at a specified time using the **Submit to Batch** button. The file appears in a new window in the selected format.

Student Course Section File

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Record Type Code	<p>Type of data record being submitted that is chosen in the Extract Editor.</p> <ul style="list-style-type: none"> • Fall - reports SCSE <ul style="list-style-type: none"> ◦ Reports as <i>SCSE.txt</i> for the State Format ◦ Reports as <i>SCSE.csv</i> for the CSV Format • EOY - reports SCSC <ul style="list-style-type: none"> ◦ Reports as <i>SCSC.txt</i> for the State Format ◦ Reports as <i>SCSC.csv</i> for the CSV Format 	Alphanumeric, 4 characters	Not dynamically stored	Not dynamically stored
Transaction Type Code	<p>Action the state should take with this record. This is chosen in the Extract Editor.</p> <ul style="list-style-type: none"> • D = Delete • R = Replace (reports) 	Alphanumeric, 1 character	Not dynamically stored	Not dynamically stored
Local Record ID	N/A	N/A	N/A	N/A

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Reporting LEA	<p>A unique identifier for the educational service institution in which the Staff person is employed.</p> <p>If the reporting calendar is from a School with Type = 15: Independently Reporting Charter, the State School Number reports (not the State District Number).</p> <p>This field reports the Secondary District Number when the reporting calendar has a School Type of 16: Secondary State District Number.</p>	Numeric, 7 digits	District.number School.number School.type	System Administration > Resources > District Information > State District Number System Administration > Resources > School > School Number System Administration > Resources > School > Type

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
School of Course Delivery	<p>A unique identifier for the school that delivers a majority of educational instruction and services and is where the student attends. District-level courses will be reported from a school that has the State District Number entered as the State School Number.</p> <ul style="list-style-type: none"> • If the Record Type is SCSE, the State School Number is reported. • If the Record Type is SCSC, the school number is reported from the Transcript Course Record. • If the CDS Number field is populated on the School editor, that value reports. 	Numeric, 7 digits	School.Number	System Administration > Resources > School > State School Number System Administration > Resources > School >CDS Number
Academic Year ID	<p>A unique identifier assigned to a specific Academic Year. An Academic Year is the period during which school is in regular session and provides a required number of days of instruction.</p>	Date field, 9 characters CCYY-CCYY	Calendar.schoolyear	System Administration > Calendar > School Years > Start Year/End Year

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
SSID	Unique identifier for the student assigned to or by the first California district in which the student is enrolled in accordance with CDE established standards.	Alphanumeric, 10 characters	Person.stateID	Census > People > Demographics > Person Identifiers > State ID
Local Student ID	A unique identifier assigned to the student by a local educational agency.	Alphanumeric, 15 characters	Person.studentNumber	Census > People > Demographics > Person Identifiers > Student Number
Student First Name	<p>Legal first name of the student. If the Legal First Name field is populated, information reports from that field.</p> <div style="background-color: #e1f5fe; padding: 5px; border: 1px solid #ccc;"> <p>All names may only include alphabetic letters, numbers, periods, hyphens and apostrophes.</p> </div>	Alphanumeric, 30 characters	Identity.firstName Identity.legalFirstName	<p>Census > People > Demographics > Person Information > First Name</p> <p>Census > People > Identities > Identity Information > Protected Identity Information > Legal First Name</p>

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Student Last Name	<p>Legal last name of the student. If the Legal Last Name field is populated, information reports from that field.</p> <div style="background-color: #e0f2e0; padding: 5px; border: 1px solid #c0e0c0;"> <p>All names may only include alphabetic letters, numbers, periods, hyphens and apostrophes.</p> </div>	Alphanumeric, 50 characters	Identity.lastName Identity.legalLastName	Census > People > Demographics > Person Information > Last Name Census > People > Identities > Identity Information > Protected Identity Information > Legal Last Name
Student Birth Date	Date of birth of the student.	Date field, 8 characters CCYYMMDD	Identity.birthDate	Census > People > Demographics > Person Information > Birth Date
Student Gender Code	Recognized gender of the student. If the Legal Gender field is populated, information reports from that field. See the Non-Binary Gender Reporting section for additional information.	Alphanumeric, 1 character	Identity.gender Identity.legalGender	Census > People > Demographics > Person Information > Gender Census > People > Identities > Identity Information > Protected Identity Information > Legal Gender
Local Course ID	Unique identifier assigned to a course by a local educational agency.	Alphanumeric, 10 characters	Course.Number	Scheduling > Courses > Course > Number

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Course Section ID	<p>A unique identifier for a Course Section assigned by a local educational agency.</p> <p>This field reports the last five digits of the courseID from Campus, along with the last five digits of the sectionID from Campus. If the courseID and/or sectionID is less than five digits, the numbers are padded at the beginning.</p> <ul style="list-style-type: none"> • A courseID 568 and a sectionID 5 reports as 0056800005. • A courseID of 492678 and a sectionID of 156789 reports as 9267856789. 	Alphanumeric, 10 characters	Course.Number Section.Number	Scheduling > Courses > Course > Number; Scheduling > Courses > Course > Section Number
Academic Term Code	<p>An indicator of the term structure into which the year is divided for the purpose of instruction.</p> <p>This is either calculated from the Section Schedule Placement or reports from the Academic Term field.</p> <p>See the Academic Term Code for a list of options.</p>	Alphanumeric, 2 characters	Calendar.term	Scheduling > Courses > Course > Section > Academic Term

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Student Credits Attempted	<p>A count of the credits (to two decimal points) attempted by a student for a specific course section.</p> <ul style="list-style-type: none"> • If Record Type = SCSE, field reports a blank value. • If Record Type = SCSC, the credits attempted from completed course report. <ul style="list-style-type: none"> ◦ If the value is 0, field will be blank. ◦ If Credits Attempted is greater than 0, the actual credits earned reports. 	<p>Alphanumeric, 5 characters</p> <p>XX.XX</p>	<p>TranscriptCredit.creditsattempted</p>	<p>Student Information > General > Transcripts > Credits Attempted</p>

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Student Credits Earned	<p>A count of the credits (to two decimal points) earned after a student completes a specific course section.</p> <ul style="list-style-type: none"> • If Record Type = SCSE, field reports a blank value. • If Record Type = SCSC, credits earned from completed course are reported. <ul style="list-style-type: none"> ◦ If Credits Attempted for the course is 0, Credits Earned will report as blank. ◦ If Credits Attempted is greater than 0, the actual value in Credits Earned will be reported, even if it is 0. 	<p>Alphanumeric, 5 characters</p> <p>XX.XX</p>	<p>TranscriptCredit.creditsEarned</p>	<p>Student Information > General > Transcripts > Credits Earned</p>

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Student Course Final Grade	<p>The final grade a student received after completing a specific course section.</p> <ul style="list-style-type: none"> • If Record Type = SCSE, field reports a blank value. • If Record Type = SCSC, the Current Score (Mark) from the completed course reports. 	<p>Alphanumeric, 3 digits</p> <p>XXX</p>	<p>TranscriptCourse.score</p>	<p>Student Information > General > Transcripts > Current Score</p>
UC/CSU Admission Requirement Code	<p>A coded value representing the University of California or California State University College Admission Course Requirement that a high school course has been determined to meet.</p>	<p>Numeric, 2 digits</p>	<p>CustomStudent Enrollment.UCCSURequirement</p>	<p>Scheduling > Courses > Course > UC/CSU Code</p> <p>Student Information > General > Transcript > UC/CSU Code</p>

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Marking Period	<p>A coded value representing the name of the description of the period within a course session in which a course mark (grade) is given to a student for a particular course.</p> <ul style="list-style-type: none"> • If Record Type = SCSE, field reports a blank value. • If Record Type = SCSC, the code from the Marking Period on the transcript course record reports or the calculated code using the actual term/calendar terms is reported. If the value cannot be calculated, the field reports a blank value. <p>See the Academic Term Code for a list of options.</p>	Alphanumeric, 2 characters	TranscriptCourse.term	Student Information > General > Transcript > Marking Period

Data Element	Description	Type, Format and Length	Campus Database	Campus Application
Carnegie Units Earned	<p>The Carnegie Unit is granted to a student completing approximately 120 hours of class in one subject over the course of one year. For example, a total of 120 hours in one subject, meeting 4 or 5 times a week for 40 to 60 minutes, for 36 to 40 weeks each year, earns the student one “Carnegie unit” of high school credit.</p> <ul style="list-style-type: none"> • If the Record Type is SCSE, a blank value reports. • If the Record Type is SCSC and the student is enrolled in high school (grades 09,10,11,12) and State Course Code is NOT 1000, the SCED Available Credit value reports if populated. Otherwise, reports the Credits Earned value from field 17, divided by 10. • Otherwise, reports blank. 	Numeric, 4 digits NNNN NNN.N N.N	TranscriptCredit. creditsEarned	Student Information > General > Transcripts > Credits Earned

