

Illinois State Board of Education

**K-8 Prior to Secondary - Student and
Teacher Course Assignment Training**

Student Information System



Agenda

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Welcome / Introductions

▪ **ISBE Key Team Members**

- Don Evans Chief Operating Officer and Director of Human Resources
- Scott Norton Director of Information Technology
- John Shake Data Systems Manager

■ **SIS Key Team Members**

- Howard Hammel Project Manager
- Adam Lowery Support Team
- Jeremy Schoen Support Team
- Keith Goeckner Support Team

ISBE SIS Resources

- **Where do I go to obtain SIS resource documents?**
 - Located on the ISBE SIS webpage at www.isbe.net/sis/
 - ISBE SIS Announcements
 - User Manual
 - Validations Document
 - File Format Layouts
 - Excel Templates
 - Tips for Completing (*Data Collection Name*) Template
 - Steps for Creating and Uploading (*Data Collection Name*)
 - Data Elements
 - Archived Meetings and Presentations
 - Frequently Asked Questions

ISBE Contact Information

- **Where can I get help?**

- ISBE Help Desk
 - (217) 558-3600
 - help@isbe.net
 - ISBE SIS Information Website
 - www.isbe.net/sis

Overview of the Student Information System (SIS)

■ SIS Functions

- Assigns a unique student identifier (SID)
- Collects demographic, enrollment, performance, and program participation data for each student
- Interfaces with internal ISBE Systems
- Tracks students from school/facility to school/facility and district to district within the state
- Provides schools, districts, and facilities the ability to report timely and accurate data/information through standardized reporting capabilities

Overview of the Student Information System (SIS)

- Provide better quality data to drive more enlightened policy decisions resulting in enhanced educational opportunities for all children
- Reduce data collection burden on schools, districts, and facilities
 - Removal of Pre-K Follow-up Collection
- Enhance the use and relevance of state data by districts and schools
- Respond to the accountability and reporting requirements of NCLB and other federal and state education programs

Data Quality

■ Increased importance of providing accurate student enrollment data!

- Enrollment Start and End Dates
- Grade Level
- Home School RCDTS (**School for the area where the student resides**)
- Serving School RCDTS (**School where the student attends, the course is being taught, and the teacher is assigned**)
- Student can have only one Home school RCDTS but multiple Serving schools (**Area Career Centers, Special Education Private Facilities, Regional Safe Schools, etc.**)

■ Why?

- Student Course Assignment
- Teacher Course Assignment
- Vocational Funding
- Student Discipline



Data Quality

■ Out-placed students receiving services

- If students reside in your district but are being served outside of your district, ensure you are communicating with the school where the student is being educated (serving school). All information regarding a student is reported by the home district to SIS.
- Serving locations such as Regional Safe schools, Area Career Centers, Public and Non-Public Special Education Centers (etc.) must communicate with the home district to report student information to ISBE by the requested deadlines. Failure to do so could impact funding.

Mapping K – 8 Courses

- Today:
 - School districts have scheduling systems (*often included as part of a local electronic student information system*) which hold individual student schedules linked to course sections and teacher names.
 - District-based student scheduling systems also allow for electronic input of student course grades and credits.
 - School districts use the data described above to create student transcripts.

Mapping K – 8 Courses

- **The first step in mapping K – 8 courses is to align your local courses to the State Course Codes provided. We call this a crosswalk.**
- **Who should create the crosswalk?**
 - School staff with the following knowledge and skills:
 - In-depth knowledge of the current course handbook, course sequencing, and proper placement of students in school courses.
 - Skill in creating a Master Schedule, including knowledge of underlying programming course codes assigned to courses and sections.
- **Rigor of State Course Levels**
 - Course levels/rigor* are:
 - Remedial
 - General
 - Enriched
 - Honors
 - AP and IB courses have separate course codes and should be designated as Honors level (more on that later).

Mapping K – 8 Courses

■ General Coding Rules

- Element I – State Course Code
 - Match State course identifier (code) to each local course
- Element 2 – Course Level
 - Assign course rigor level to each local course (listing of rigor levels will follow)
- Element 3 – Term
 - Assign a Term to each course. The Course Start date and Course End date identify the length of the term.
- Element 4 – Section Number
 - The Home and Serving schools should work together to correlate section numbers

Mapping K – 8 Courses

▪ Mapping Illinois Prior to Secondary Course Codes

51029A000 (English 125)	■ English/Language Arts I (1 st Grade) ■ E = Enriched Term = 01 Section = 1A
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51029A000 (English 124)	■ English/Language Arts I (1 st Grade) ■ H = Honors Term = 01 Section = 1B
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51029A000 (English 123)	■ English/Language Arts I (1 st Grade) ■ G = General Term = 01 Section = 1C
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51029A000 (English 122)	■ English/Language Arts I (1 st Grade) ■ R = Remedial Term = 01 Section = 1D
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Mapping K – 8 Courses

- Illinois Prior to Secondary Course Catalog numbers and descriptions are listed by subject area in downloadable catalog

http://www.isbe.net/ISCS/html/course_catalog.htm

- Illinois course numbers and descriptions are also listed in the Prior to Secondary Course Alignment Tool

http://www.isbe.net/ISCS/html/course_alignment.htm

Mapping K – 8 Courses

- ✓ Step 1: Prior to Secondary - Student and Teacher Course Assignment Training
 - Workshops: September 18, 2012 – September 20, 2012
- Step 2: Obtain Materials:
 - Prior to Secondary Alignment tool
 - Prior to Secondary Course catalog
- Step 3: Integrate State Course Codes Locally
- Step 4: Assign Students to State Courses Locally
- Step 5: Send Student Course Assignments to State SIS
 - Enter additional information such as Level, Term, Credit, Grade,etc.
- Step 6: Assign Teachers to State Courses Locally
- Step 7: Send Teacher Course Assignments to State SIS

Mapping K – 8 Courses

Step 2 – Links to Resources

ISCS Resources

Illinois State Course System

- ▶ Course Alignment Tools
- ▶ Course Catalogs
- ▶ Data Elements
- ▶ User Manual
- ▶ Webinars and Workshops

Additional Resources:

- ▶ Adobe Acrobat Reader - Download for Free
- ▶ Archived Meetings and Presentations
- ▶ Illinois Longitudinal Data System Project (ILDS)

ISBE CTE

- ▶ Career and Technical Education (CTE)

ISBE SIS

- ▶ Student Information System (SIS)

- Resources box found on SIS home page located at www.isbe.net/iscs
 - Prior to Secondary Course Catalog – List of all State courses
 - Prior to Secondary Course Alignment Tool – The tool is available to districts for use in aligning courses and creating a cross-walk
- Prior to Secondary - Student and Teacher Course Assignment Training – Sign-up for workshops
<http://www.isbe.net/sis/default.htm>

Mapping K – 8 Courses

Step 2 - Prior to Secondary Course Codes

- 483 Total State Courses
- Separated into 22 different subject areas:

English Language and Literature

Mathematics

Life and Physical Sciences

Social Sciences and History

Fine and Performing Arts

Foreign Language and Literature

Religious Education and Theology

Physical, Health, and Safety Education

Military Science

Computer and Information Sciences

Communications and Audio/Visual Technology

Business and Marketing

Manufacturing

Health Care Sciences

Public, Protective, and Government Service

Hospitality and Tourism

Architecture and Construction

Agriculture, Food, and Natural Resources

Human Services

Transportation, Distribution and Logistics

Engineering and Technology

Miscellaneous

Mapping K – 8 Courses

Step 2 – Prior to Secondary Course Alignment Tool

- Download and save the Course Alignment Tool to your computer
 - The tool is located <http://www.isbe.net/SIS/> (Under Resources → ISBE ILDS)
- Filter by Subject Area
- Use the “Find “Function in Excel
- Enter Local Course codes
- Save work periodically so changes are not lost

Mapping K – 8 Courses

Step 3 – Integrate State Course Codes Locally

- Create cross-walk of local course codes to State course codes
 - Course Alignment Tool (Excel)
 - Create database or cross-walk table (Access, SQL, Excel, etc....)
- Work with SIS personnel to integrate State course codes into your local student software package

Mapping K – 8 Courses

Step 4 – Assign Students to State Courses Locally

- Work with local SIS personnel to assign students to state courses within your local student package
 - Includes State Course codes, Term, Class Number / Section Number, etc.

Step 5 – Send Student Course Assignments to State SIS

Mapping K – 8 Courses

Illinois State Course System – Alignment Tool

The screenshot shows the Illinois State Board of Education website. The header includes the state seal, the name "Illinois State Board of Education", and the names of the Chairman and State Superintendent. Below the header is a navigation menu with links to ISBE Home, Site Map, Funding Opps, WAS, ECS, FRIS Inquiry, and Programs. A search bar is labeled "Search ISBE:". On the left, a sidebar lists various administrative links: Administrator Info, Board, Calendar, Contact ISBE, Division Descriptions, Division Links, Education Vacancies, Employment at ISBE, Forms, Glossary, ISBE Info, Learning Standards, Press Releases, Programs, School Info, Send ISBE a file, Student & Parent Info, and Teacher Info. At the bottom left is a box for "SUPERINTENDENT'S WEEKLY MESSAGES". The main content area is titled "Illinois State Course System (ISCS)" and contains a sub-section titled "Course Alignment Tools - Career and Technical Education Courses Included! (all in Excel format)" with a link to "Prior to Secondary Course Alignment Tool (Grades K – 8)". A red arrow points to this link. The right sidebar is titled "ISCS Resources" and includes sections for "Illinois State Course System", "ISBE CTE", and "ISBE SIS", each with a list of links. At the bottom right is a link to "ISCS Home Page".

Illinois State Course System (ISCS)

Course Alignment Tools - Career and Technical Education Courses Included! (all in Excel format)
Updated January 23, 2011

- [Prior to Secondary Course Alignment Tool \(Grades K – 8\)](#) 
- [Secondary Course Alignment Tool \(Grades 9-12\)](#)

ISCS Resources

Illinois State Course System

- ▶ Course Alignment Tools
- ▶ Course Catalogs
- ▶ Data Elements
- ▶ User Manual
- ▶ Webinars and Workshops

Additional Resources:

- ▶ Adobe Acrobat Reader - Download for Free
- ▶ Archived Meetings and Presentations
- ▶ Illinois Longitudinal Data System Project (ILDS)

ISBE CTE

- ▶ Career and Technical Education (CTE)

ISBE SIS

- ▶ Student Information System (SIS)

[ISCS Home Page](#)

Mapping K – 8 Courses

Prior to Secondary Student Course Alignment Tool

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	1221	1222	1223	1224	1225	1226	1227	1228	1229	1230	1231	1232	1233	1234	1235	1236	1237	1238	1239	1240	1241	1242	1243	1244	1245	1246	1247	1248	1249	1250	1251	1252	1253	1254	1255	1256	1257	1258	1259	1260	1261	1262	1263	1264	1265	1266	1267	1268	1269	1270	1271	1272	1273	1274	1275	1276	1277	1278	1279	1280	1281	1282	1283	1284	1285	1286	1287	1288	1289	1290	1291	1292	1293	1294	1295	1296	1297	1298	1299	1300	1301	1302	1303	1304	1305	1306	1307	1308	1309	1310	1311	1312	1313	1314	1315	1316	1317	1318	1319	1320	1321	1322	1323	1324	1325	1326	1327	1328	1329	1330	1331	1332	1333	1334	1335	1336	1337	1338	1339	1340	1341	1342	1343	1344	1345	1346	1347	1348	1349	1350	1351	1352	1353	1354	1355	1356	1357	1358	1359	1360	1361	1362	1363	1364	1365	1366	1367	1368	1369	1370	1371	1372	1373	1374	1375	1376	1377	1378	1379	1380	1381	1382	1383	1384	1385	1386	1387	1388	1389	1390	1391	1392	1393	1394	1395	1396	1397	1398	1399	1400	1401	1402	1403	1404	1405	1406	1407	1408	1409	1410	1411	1412	1413	1414	1415	1416	1417	1418	1419	1420	1421	1422	1423	1424	1425	1426	1427	1428	1429	1430	1431	1432	1433	1434	1435	1436	1437	1438	1439	1440	1441	1442	1443	1444	1445	1446	1447	1448	1449	1450	1451	1452	1453	1454	1455	1456	1457	1458	1459	1460	1461	1462	1463	1464	1465	1466	1467	146

Mapping K – 8 Courses

- **What do I need to do before completing the Student Course Alignment tool?**
 - Choose a Local Course code to map
 - Grade 2 - Math 100A
 - Determine the best match to a State Course code
 - 52032A000 - Mathematics (grade 2)
 - Set a Rigor Level for the course
 - General
 - Choose a Section Number. (Very Important!!!)
 - 155A

Mapping K – 8 Courses

- **Select Filter option on Subject Column**

Mapping K – 8 Courses

- Select 52 – Mathematics and press “Ok”

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34
Remedial	General	Enriched	Honors	Subject	Course Titles	State Course Code	CTE	Max Credit																									
				51 - English Language and Litera	IB Language A (English), Middle Years Program	51007A000	no	0																									
				51 - English Language and Litera	English as a Second Language	51008A000	no	0																									
				51 - English Language and Litera	Language Arts Laboratory	51009A000	no	0																									
				51 - English Language and Litera	Language Arts (early childhood education)	51026A000	no	0																									
				51 - English Language and Litera	Language Arts (pre-kindergarten)	51027A000	no	0																									
				51 - English Language and Litera	Language Arts (kindergarten)	51028A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 1)	51029A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 2)	51030A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 3)	51031A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 4)	51032A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 5)	51033A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 6)	51034A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 7)	51035A000	no	0																									
				51 - English Language and Litera	Language Arts (grade 8)	51036A000	no	0																									
				51 - English Language and Litera	Language Arts (Non grade-specific)	51037A000	no	0																									
				51 - English Language and Litera	Reading (early childhood education)	51038A000	no	0																									
				51 - English Language and Litera	Reading (pre-kindergarten)	51039A000	no	0																									
				51 - English Language and Litera	Reading (kindergarten)	51040A000	no	0																									
				51 - English Language and Litera	Reading (grade 1)	51041A000	no	0																									
				51 - English Language and Litera	Reading (grade 2)	51042A000	no	0																									
				51 - English Language and Litera	Reading (grade 3)	51043A000	no	0																									
				51 - English Language and Litera	Reading (grade 4)	51044A000	no	0																									
				51 - English Language and Litera	Reading (grade 5)	51045A000	no	0																									
				51 - English Language and Litera	Reading (grade 6)	51046A000	no	0																									
				51 - English Language and Litera	Reading (grade 7)	51047A000	no	0																									
				51 - English Language and Litera	Reading (grade 8)	51048A000	no	0																									
				51 - English Language and Litera	Reading (Non grade-specific)	51049A000	no	0																									
				51 - English Language and Litera	Literature	51053A000	no	0																									
				51 - English Language and Litera	Strategic Reading	51066A000	no	0																									
				51 - English Language and Litera	Assisted Reading	51067A000	no	0																									
				51 - English Language and Litera	Corrective Reading	51068A000	no	0																									
				51 - English Language and Litera	Literature – Independent Study	51097A000	no	0																									

Mapping K – 8 Courses

- Notice only Mathematics courses are showing

1	2	Remedial	General	Enriched	Honors	Subject	Course Titles	State Course Code	CTE	Max Credit
59						52 - Mathematics (prior-to-secondary)	Informal Mathematics	52001A000	no	0.
60						52 - Mathematics (prior-to-secondary)	General Math	52002A000	no	0.
61						52 - Mathematics (prior-to-secondary)	Particular Topics in Foundational Mathematics	52003A000	no	0.
62						52 - Mathematics (prior-to-secondary)	Mathematics (early childhood education)	52028A000	no	0.
63						52 - Mathematics (prior-to-secondary)	Mathematics (pre-kindergarten)	52029A000	no	0.
64						52 - Mathematics (prior-to-secondary)	Mathematics (kindergarten)	52030A000	no	0.
65						52 - Mathematics (prior-to-secondary)	Mathematics (grade 1)	52031A000	no	0.
66						52 - Mathematics (prior-to-secondary)	Mathematics (grade 2)	52032A000	no	0.
67						52 - Mathematics (prior-to-secondary)	Mathematics (grade 3)	52033A000	no	0.
68						52 - Mathematics (prior-to-secondary)	Mathematics (grade 4)	52034A000	no	0.
69						52 - Mathematics (prior-to-secondary)	Mathematics (grade 5)	52035A000	no	0.
70						52 - Mathematics (prior-to-secondary)	Mathematics (grade 6)	52036A000	no	0.
71						52 - Mathematics (prior-to-secondary)	Mathematics (grade 7)	52037A000	no	0.
72						52 - Mathematics (prior-to-secondary)	Mathematics (grade 8)	52038A000	no	0.
73						52 - Mathematics (prior-to-secondary)	Mathematics (Non grade-specific)	52039A000	no	0.
74						52 - Mathematics (prior-to-secondary)	Comprehensive Math – Independent Study	52047A000	no	0.
75						52 - Mathematics (prior-to-secondary)	Comprehensive Math – Other	52049A000	no	0.
76						52 - Mathematics (prior-to-secondary)	Pre-Algebra	52051A000	no	0.
77						52 - Mathematics (prior-to-secondary)	Algebra I (Use 02052A000 if placed on high school transcript)	52052A000	no	0.
78						52 - Mathematics (prior-to-secondary)	Integrated Math – Multiyear Equivalent (Use 02061A000 if placed on high school transcript)	52061A000	no	0.
79						52 - Mathematics (prior-to-secondary)	Algebra – Other (Use 02069A000 if placed on high school transcript)	52069A000	no	0.
80						52 - Mathematics (prior-to-secondary)	Informal Geometry (Use 02071A000 if placed on high school transcript)	52071A000	no	0.
81						52 - Mathematics (prior-to-secondary)	Geometry (Use 02072A000 if placed on high school transcript)	52072A000	no	0.
82						52 - Mathematics (prior-to-secondary)	Analytic Geometry (Use 02073A000 if placed on high school transcript)	52073A000	no	0.
83						52 - Mathematics (prior-to-secondary)	Principles of Algebra and Geometry (Use 02074A000 if placed on high school transcript)	52074A000	no	0.
84						52 - Mathematics (prior-to-secondary)	Particular Topics in Geometry (Use 02075A000 if placed on high school transcript)	52075A000	no	0.
85						52 - Mathematics (prior-to-secondary)	Geometry – Other (Use 02079A000 if placed on high school transcript)	52079A000	no	0.
86						52 - Mathematics (prior-to-secondary)	IB Mathematics, Middle Years Program	52132A000	no	0.
87						52 - Mathematics (prior-to-secondary)	Consumer Math	52157A000	no	0.
88						52 - Mathematics (prior-to-secondary)	History of Math	52991A000	no	0.
89						52 - Mathematics (prior-to-secondary)	Mathematics – Test Preparation	52993A000	no	0.
90						52 - Mathematics (prior-to-secondary)	Mathematics Proficiency Development	52994A000	no	0.

Mapping K – 8 Courses

- Enter Local Course code in appropriate Rigor Level

1	2	3	4	5	6	7	8	9	10	11	12
	Remedial	General	Enriched	Honors	Subject	Course Titles		State Course Code	CTE	Max Credit	
59					52 - Mathematics (prior-to-secondary)	Informal Mathematics		52001A000	no	0	
60					52 - Mathematics (prior-to-secondary)	General Math		52002A000	no	0	
61					52 - Mathematics (prior-to-secondary)	Particular Topics in Foundational Mathematics		52003A000	no	0	
62					52 - Mathematics (prior-to-secondary)	Mathematics (early childhood education)		52028A000	no	0	
63					52 - Mathematics (prior-to-secondary)	Mathematics (pre-kindergarten)		52029A000	no	0	
64					52 - Mathematics (prior-to-secondary)	Mathematics (kindergarten)		52030A000	no	0	
65					52 - Mathematics (prior-to-secondary)	Mathematics (grade 1)		52031A000	no	0	
66				Math 100A	52 - Mathematics (prior-to-secondary)	Mathematics (grade 2)		52032A000	no	0	
67					52 - Mathematics (prior-to-secondary)	Mathematics (grade 3)		52033A000	no	0	
68					52 - Mathematics (prior-to-secondary)	Mathematics (grade 4)		52034A000	no	0	
69					52 - Mathematics (prior-to-secondary)	Mathematics (grade 5)		52035A000	no	0	
70					52 - Mathematics (prior-to-secondary)	Mathematics (grade 6)		52036A000	no	0	
71					52 - Mathematics (prior-to-secondary)	Mathematics (grade 7)		52037A000	no	0	
72					52 - Mathematics (prior-to-secondary)	Mathematics (grade 8)		52038A000	no	0	
73					52 - Mathematics (prior-to-secondary)	Mathematics (Non grade-specific)		52039A000	no	0	
74					52 - Mathematics (prior-to-secondary)	Comprehensive Math – Independent Study		52047A000	no	0	
75					52 - Mathematics (prior-to-secondary)	Comprehensive Math – Other		52049A000	no	0	
76					52 - Mathematics (prior-to-secondary)	Pre-Algebra		52051A000	no	0	
77					52 - Mathematics (prior-to-secondary)	Algebra I (Use 02052A000 if placed on high school transcript)		52052A000	no	0	
78					52 - Mathematics (prior-to-secondary)	Integrated Math – Multiyear Equivalent (Use 02061A000 if placed on high school transcript)	52061A000	no	0		
79					52 - Mathematics (prior-to-secondary)	Algebra – Other (Use 02069A000 if placed on high school transcript)	52069A000	no	0		
80					52 - Mathematics (prior-to-secondary)	Informal Geometry (Use 02071A000 if placed on high school transcript)	52071A000	no	0		
81					52 - Mathematics (prior-to-secondary)	Geometry (Use 02072A000 if placed on high school transcript)	52072A000	no	0		
82					52 - Mathematics (prior-to-secondary)	Analytic Geometry (Use 02073A000 if placed on high school transcript)	52073A000	no	0		
83					52 - Mathematics (prior-to-secondary)	Principles of Algebra and Geometry (Use 02074A000 if placed on high school transcript)	52074A000	no	0		
84					52 - Mathematics (prior-to-secondary)	Particular Topics in Geometry (Use 02075A000 if placed on high school transcript)	52075A000	no	0		
85					52 - Mathematics (prior-to-secondary)	Geometry – Other (Use 02079A000 if placed on high school transcript)	52079A000	no	0		
86					52 - Mathematics (prior-to-secondary)	IB Mathematics, Middle Years Program		52132A000	no	0	
87					52 - Mathematics (prior-to-secondary)	Consumer Math		52157A000	no	0	
88					52 - Mathematics (prior-to-secondary)	History of Math		52991A000	no	0	
89					52 - Mathematics (prior-to-secondary)	Mathematics – Test Preparation		52993A000	no	0	
90					52 - Mathematics (prior-to-secondary)	Mathematics Proficiency Development		52994A000	no	0	

Mapping K – 8 Courses

- **Identifying State Course Codes by grade level using the alignment tool.**
 - Step 1 - Open Prior to Secondary Course Alignment Tool
 - Step 2 - Select State Course Code Title Column
 - Step 3 - Select Filter icon on column
 - Step 4 - Select Text Filters → Contains
 - Step 5 - Type the word “grade” with the correct level (e.g., “grade 2”, including a space before the level) and the select the “Ok” button.

Mapping K – 8 Courses

- Step 1 - Open Prior to Secondary Course Alignment Tool

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34
Remedial	General	Enriched	Honors	Subject	Course Titles	State Course Code	CTE	Max Credit																									
51 - English Language and Literature (prior-to-secondary)	IB Language A (English), Middle Years Program	51007A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	English as a Second Language	51008A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts Laboratory	51009A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (early childhood education)	51026A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (pre-kindergarten)	51027A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (kindergarten)	51028A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 1)	51029A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 2)	51030A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 3)	51031A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 4)	51032A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 5)	51033A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 6)	51034A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 7)	51035A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 8)	51036A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Language Arts (Non grade-specific)	51037A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (early childhood education)	51038A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (pre-kindergarten)	51039A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (kindergarten)	51040A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 1)	51041A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 2)	51042A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 3)	51043A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 4)	51044A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 5)	51045A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 6)	51046A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 7)	51047A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (grade 8)	51048A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Reading (Non grade-specific)	51049A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Literature	51053A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Strategic Reading	51066A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Assisted Reading	51067A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Corrective Reading	51068A000	no	0.																													
51 - English Language and Literature (prior-to-secondary)	Literature – Independent Study	51097A000	no	0.																													

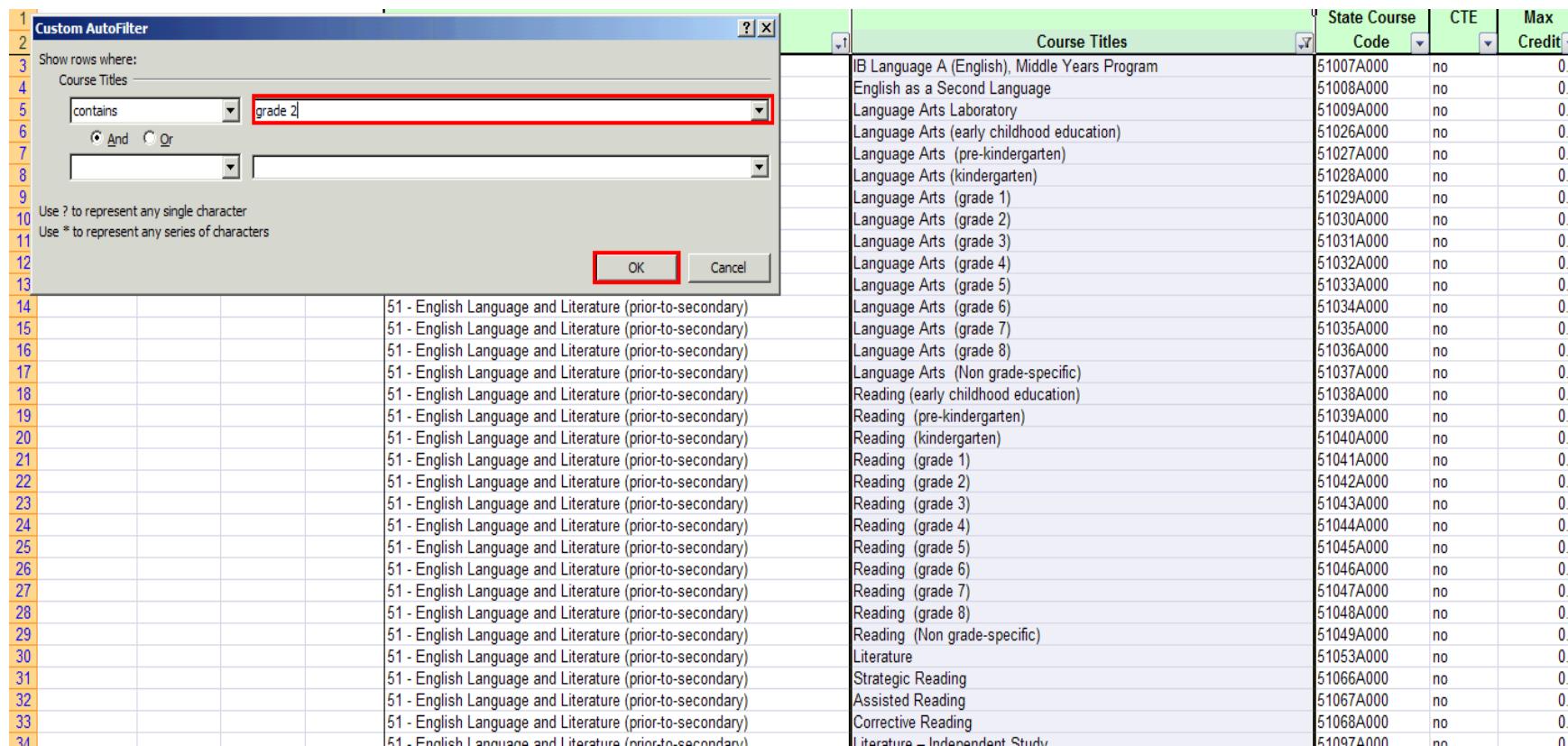
Mapping K – 8 Courses

- **Step 2** - Select State Course Title column
- **Step 3** - Select Filter icon on column
- **Step 4** - Select Text Filters → Contains

1	2	3	4	5	6	7	8	9	10
Remedial	General	Enriched	Honors	Subject	Course Titles	State Course	CTE	Max Credit	
				51 - English Language and Literature (prior-to-secondary)	IB Language A (English), Middle English as a Second Language	51007A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts Laboratory	51008A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (early childhood education)	51009A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (pre-kindergarten)	51026A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (kindergarten)	51027A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 1)	51028A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 2)	51029A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 3)	51040A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 4)	51041A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 5)	51042A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 6)	51043A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 7)	51044A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 8)	51045A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (Non grade-specific)	51046A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (pre-kindergarten)	51047A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (kindergarten)	51048A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 1)	51049A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 2)	51050A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 3)	51051A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 4)	51052A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 5)	51053A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 6)	51054A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 7)	51055A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (grade 8)	51056A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (Non grade-specific)	51057A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Literature	51058A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Strategic Reading	51059A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Assisted Reading	51060A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Corrective Reading	51061A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Literature – Independent Study	51062A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	IB Language A (English), Middle English as a Second Language	51063A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts Laboratory	51064A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (early childhood education)	51065A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (pre-kindergarten)	51066A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (kindergarten)	51067A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 1)	51068A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 2)	51069A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 3)	51070A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 4)	51071A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 5)	51072A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 6)	51073A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 7)	51074A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (grade 8)	51075A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Reading (Non grade-specific)	51076A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Literature	51077A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Strategic Reading	51078A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Assisted Reading	51079A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Corrective Reading	51080A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Literature – Independent Study	51081A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	IB Language A (English), Middle English as a Second Language	51082A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts Laboratory	51083A000	no	0.00	
				51 - English Language and Literature (prior-to-secondary)	Language Arts (early childhood education)	51084A000	no	0.00	

Mapping K – 8 Courses

- Step 5 – Type the word “grade” with the correct level (e.g., “grade 2”, with a space) and select “ok” button.



The image shows a Microsoft Excel spreadsheet with a custom auto-filter dialog open over a table of course titles.

Custom AutoFilter Dialog (Left):

- Shows rows where:
- Course Titles
- contains **grade 2** (highlighted with a red box)
- And Or
- OK button (highlighted with a red box)
- Cancel button

Table of Course Titles (Right):

Course Titles	State Course Code	CTE	Max Credit
IB Language A (English), Middle Years Program	51007A000	no	0.
English as a Second Language	51008A000	no	0.
Language Arts Laboratory	51009A000	no	0.
Language Arts (early childhood education)	51026A000	no	0.
Language Arts (pre-kindergarten)	51027A000	no	0.
Language Arts (kindergarten)	51028A000	no	0.
Language Arts (grade 1)	51029A000	no	0.
Language Arts (grade 2)	51030A000	no	0.
Language Arts (grade 3)	51031A000	no	0.
Language Arts (grade 4)	51032A000	no	0.
Language Arts (grade 5)	51033A000	no	0.
Language Arts (grade 6)	51034A000	no	0.
Language Arts (grade 7)	51035A000	no	0.
Language Arts (grade 8)	51036A000	no	0.
Language Arts (Non grade-specific)	51037A000	no	0.
Reading (early childhood education)	51038A000	no	0.
Reading (pre-kindergarten)	51039A000	no	0.
Reading (kindergarten)	51040A000	no	0.
Reading (grade 1)	51041A000	no	0.
Reading (grade 2)	51042A000	no	0.
Reading (grade 3)	51043A000	no	0.
Reading (grade 4)	51044A000	no	0.
Reading (grade 5)	51045A000	no	0.
Reading (grade 6)	51046A000	no	0.
Reading (grade 7)	51047A000	no	0.
Reading (grade 8)	51048A000	no	0.
Reading (Non grade-specific)	51049A000	no	0.
Literature	51053A000	no	0.
Strategic Reading	51066A000	no	0.
Assisted Reading	51067A000	no	0.
Corrective Reading	51068A000	no	0.
Literature – Independent Study	51097A000	no	0.

Mapping K – 8 Courses

- Results include all courses identified as “grade 2”

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	1221	1222	1223	1224	1225	1226	1227	1228	1229	1220	1221	1222	1223	1224	1225	1226	1227	1228	1229	1230	1231	1232	1233	1234	1235	1236	1237	1238	1239	1230	1231	1232	1233	1234	1235	1236	1237	1238	1239	1240	1241	1242	1243	1244	1245	1246	1247	1248	1249	1240	1241	1242	1243	1244	1245	1246	1247	1248	1249	1250	1251	1252	1253	1254	1255	1256	1257	1258	1259	1250	1251	1252	1253	1254</

Student Course Assignment

- A Student Course Assignment can be added or updated via the following:
 - Online
 - Batch
- Only the Home District can submit Student Course Assignment data
- Student does not need to be actively enrolled at the time of submission, but the “enrollment” must exist and courses must fit within the enrollment dates
- Course Assignment records can be submitted without the Course End Fields which include (End Date, Final Letter Grade, and Course Credit) if the student’s enrollment is still active
- If one value is added for any of the “Course End” fields (End Date, Final Letter Grade, and Course Credit), then ALL fields are required
- All Student Course Data must be provided if the student’s enrollment is Exited. (including the Course End fields)

Student Course Assignment

- The grade of the student does not limit the courses a student may take
 - Example – 8th grade student can take 9th grade Algebra
- The optional fields are course numeric grade, maximum numeric grade, actual attendance, and total attendance. However, these fields can only be provided if ALL course fields are provided (end date, final letter grade, and course credit)
- Home school can view all Student Course Assignment data for students where they are identified as the home school
- The current home school (Active Enrollment) can view all current and past Student Course Assignments
- Serving School can only see courses on students for which they are serving
- No student course assignments prior to school year 2011 (The earliest possible Student Course Start Date would be 07/01/2010)

Student Course Assignment

▪ Student Course Assignment Validations

- The student must have a valid enrollment record with the following matching elements for a Student Course Assignment record to be added or updated:
 - Home RCDTS
 - Serving RCDTS
 - School Year
- Only Grades K – 12 can submit Student Course Assignments
- The Student Course Start Date must be equal to or greater than the student's Enrollment Date
- The Student Course End Date must be equal to or less than the student's Exit Enrollment Date

Student Course Assignment

- If the student is in grades K-8 and taking K-8 Courses (subjects 51-72) the following fields can* be populated automatically upon exiting a student's enrollment:
 - Course End Date
 - Credit
 - Final Letter Grade
 - Promotion - Student was promoted at end of term. (Grades K – 8 only)
 - Retention- Student was retained at end of term. (Grades K – 8 only)
 - Not Complete - Student did not complete the term. (Grades K – 8 only)

*Note: If these fields have been provided by a SIS user as part of the Course Assignment data (prior to “exiting” the student), SIS will not overwrite that data using the automated procedure.

Student Course Assignment

- When to report Student Course Assignments
 - Student Course Assignment must be entered by school that has student enrolled at end of Term (Semester)
 - Student Course Assignment could be entered if the student ends a course prior to the end of Term – (**dependent on local district policy**)
- For grades K-8, the recommendation is to submit Course Assignment data at the beginning of each Term, and upon “exiting” the student, SIS will automatically populate the Final Letter Grade according to the Student Exit Enrollment Type code.
- Please keep in mind that K-8 student enrollments may simply consist of “year long” courses in SIS (i.e., using only one “Term”).

Student Course Assignment

- Student Course Assignment Batch File Process

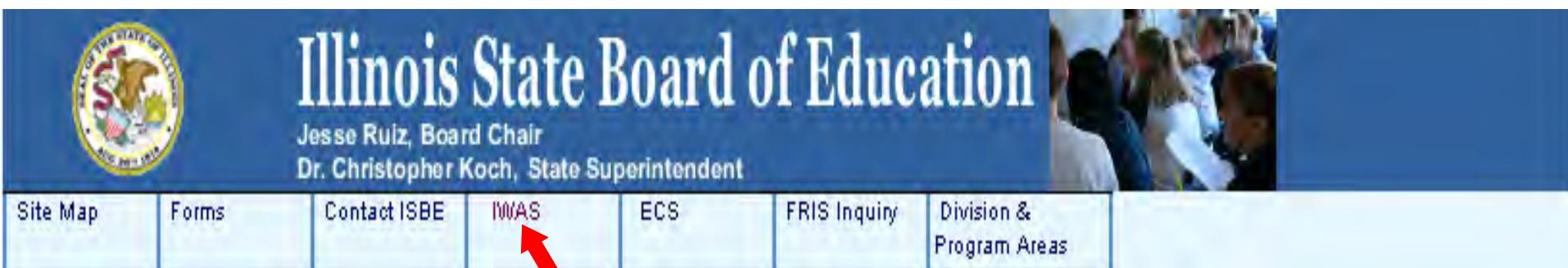
- File types:
 - XML
 - Text (TXT)
 - Comma Separated Value (CSV)

- The following materials are available on the www.isbe.net/sis:
 - Excel Templates
 - Tips for Completing Student Course Assignments
 - Steps for Creating and Uploading Student Course Assignments

Student Course Assignment

Accessing ISBE SIS

- Access ISBE SIS through IWAS, ISBE's Web Application Security System
- Link to IWAS from the ISBE Homepage at www.isbe.net
- An IWAS User Guide is available on the IWAS Login Screen



Student Course Assignment

 Illinois State Board of Education
Jesse Ruiz, Board Chair Christopher A. Koch, State Superintendent

I WAS I WAS

Login: ALOWRY

ISBE Administrator

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[Pending Sign Ups](#)

[Pending Documents](#)

[Change Password](#)

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[Logout](#)

[IWAS Training Video](#)

Messages :

20 unread Inbox message(s)
0 unread Archived message(s)

Require Action :

0 Sign-ups pending your approval
0 Documents pending your approval
0 Feedback messages pending review

News Items

New! Entity Profile System is available!

This year, the Spring Update of CDS information will **not** be mailed to Districts. Instead, a new system available named...

 [About SSL Certificates](#)

 Illinois State Board of Education
Jesse Ruiz, Board Chair Christopher A. Koch, State Superintendent

I WAS I WAS

Login: ALOWRY

My Systems

[Home](#)

[System Listing](#)

[Pending Sign Ups](#)

[Pending Documents](#)

[Change Password](#)

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[IWAS Training Video](#)

Categories - Click to Expand/Collapse Tree

 [Reporting](#)

 [Monthly](#)

 [Student Information System - Statewide](#) 

Authorization

 [Click Here for Due Dates](#)

 [Authorized](#)

Legend:  : System Description - Detailed  : Due Dates  : Profile

[Want to Signup for Other Systems?](#)

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 [About SSL Certificates](#)

Student Course Assignment

▪ Mandatory fields

- Term (Semester)
- State Course Code
- Student Course Start Date
- Section Number
- Course Level
- Course Credit
- Articulated Credit
- Dual Credit
- Course Setting
- Student Course End Date
- Course Final Letter Grade/Completion Status (Term)

▪ Optional Fields

- Local Course ID
- Local Course Title
- Actual Attendance (Classes)
- Total Attendance (Classes)
- Single Parent including Single Pregnant Woman (Reported for CTE Courses Only)
- Displaced Homemaker (Reported for CTE Courses only)
- Course Numeric Grade (Term)
- Maximum Numeric Grade (Term)

Student Course Assignment

Online Process Overview

- **Search for Student**
 - Add Course to Home School Enrollment
 - Add Course to Area Career Center Enrollment

- **Search for A Teacher**
 - Add Courses to Teacher

Student Course Assignment

■ Enrollment 1 - Home School

 Illinois State Board of Education

SIS HOME | ISBE HOME | LOGOFF
SESSION TIMEOUT 19:52

Login: RCDT432

Click on the tabs to view the student details. To view School / District Name and contact information, please click on either the Home or Serving School RCDTS number.

Home

Student SID: 442645654

Search SID

Request New SID

Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files

Reports

Help

Log Out

Student Information System
Student Details

Legal Last Name: Smith Legal First Name: John Legal Middle Name:

Student Demographic **Student Enrollment** Program Indicators ELL Information

Student Enrollment: Active

Enrollment Type for Serving	Transfer in from another District	School Year for Serving	2012
RCDTS for Home	500820900041003	RCDTS for Serving	500820900041003
Enrollment Date for Serving	08/27/2011	FTE for Serving	0.50
Entry/Grade Level for Serving	11 - Grade 11		
Discipline	View Details		
Homeless	View Details		
Exit Date		Exit Status	
Exit Type			
Student Course Assignment	View Details		

1 | 2

Add Enrollment

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or [Click here to Contact Us](#)
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Student Course Assignment

■ Enrollment 2 – Area Career Center

 Illinois State Board of Education

SIS HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT

Login: RCDT432

Home

Student SID: 442645654

Search SID

Request New SID

Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files

Reports

Help

Log Out

Student Information System

Student Details

Click on the tabs to view the student details. To view School / District Name and contact information, please click on either the Home or Serving School RCDTS number.

Legal Last Name: Smith Legal First Name: John Legal Middle Name:

Student Demographic **Student Enrollment** Program Indicators ELL Information

Student Enrollment: Active

Enrollment Type for Serving	Transfer in from another District	School Year for Serving	2012
RCDTS for Home	500820900041003	RCDTS for Serving	510847900404000
Enrollment Date for Serving	08/27/2011	FTE for Serving	0.50
Entry/Grade Level for Serving	11 - Grade 11		
Discipline	View Details		
Homeless			
Exit Date		Exit Status	
Exit Type			
Student Course Assignment	View Details	1	2

2 | 2

Add Enrollment

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Student Course Assignment

■ Student Course Assignment Validations

To add or to update a record, the student must have a valid district enrollment record in SIS with the following characteristics:

- Enrollment record Home RCDTS matches Student Course Assignment record Home RCDTS
- Enrollment record Serving RCDTS matches Student Course Assignment record Serving RCDTS
- Enrollment School Year matches Student Course Assignment School Year
- Course Start Date must be equal to or greater than the Student's Enrollment Date
- Course End Date must be equal to or less than the Student's Exit Enrollment Date
- Enrollment Exit/Withdrawal Type does not equal Code 99 (Erroneous Enrollment)

Student Course Assignment

■ Student Course Assignment Validations

A school can always view all Student Course Assignment data for the enrollments where they are identified as the Home School.

SIS ensures the current Home School (Active Enrollment) can view all Student Course Assignments.

- Once the student is enrolled, all past assignments can be viewed

Student Course Assignment data can only be entered for students in grades K-12

Student Course Assignment

■ Updating/Edit Student Course Assignments

- The following elements must match in order to update a Student Course Assignment record:

- SID
- Home RCDTS
- Serving RCDTS
- School Year
- Term
- State Course Code
- Section Number

Student Course Assignment

■ Adding a Course to the Home School Enrollment

Illinois State Board of Education

Student Information System

Student Details

SIS HOME | ISSE HOME | LOGOFF

SESSION TIMEOUT 19:57

Login: RCDT432

Click on the tabs to view the student details. To view School / District Name and contact information, please click on either the Home or Serving School RCDTS number.

Home

Student SID: 442645654

Legal Last Name: Smith Legal First Name: John Legal Middle Name:

Student Demographic Student Enrollment Program Indicators ELL Information

Student Enrollment: Active

Enrollment Type for Serving	Transfer in from another District	School Year for Serving	2012
RCDTS for Home	500820900041003	RCDTS for Serving	500820900041003 Home School
Enrollment Date for Serving	08/27/2011	FTE for Serving	0.50
Entry/Grade Level for Serving	11 - Grade 11		
Discipline	View Details		
Homeless	View Details		
Exit Date		Exit Status	
Exit Type			
Student Course Assignment	View Details	1 2	

1 | 2

Add Enrollment

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Student Course Assignment

View Courses

 Illinois State Board of Education

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003

Legal First Name : John
Serving RCDTS : 500820900041003

Middle Name :
School Year : 2012

Enrollment Date : 08/27/2011
Exit Date :

Term 1
No Courses Assigned

Term 2
No Courses Assigned

Term 3
No Courses Assigned

Term 4
No Courses Assigned

Term 5
No Courses Assigned

Edit [Return To Search](#)

NOTE
To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Student Course Assignment

■ Add Course

 Illinois State Board of Education

SID : 442645654 Legal Last Name : Smith Legal First Name : John Middle Name : Enrollment Date : 08/27/2011
Home RCDTS : 500820900041003 Serving RCDTS : 500820900041003 School Year : 2012 Exit Date :
Login: RCDT432

Student Information System
Student Course Assignment

SESSION TIMEOUT 19:55

Catalog Type: Prior to Secondary Courses Secondary

Subject Area: 02 - Mathematics

State Course: 02052A000-Algebra I

Semester: Term 1 Term 2 Term 3 Term 4 Term 5

Add Course (button circled in red)

Term 1
No Courses Assigned

Term 2
No Courses Assigned

Term 3
No Courses Assigned

Term 4
No Courses Assigned

Student Course Assignment

■ View Course

 Illinois State Board of Education

Login: RCDT432

Student Information System
Student Course Assignment

SESSION TIMEOUT 19:59

Home Student Search SID Request New SID Exit Enrollment Assessment Adjusted Cohorts Teacher Batch Files Reports Help Log Out

SID : 442645654 Legal Last Name : Smith Legal First Name : John Middle Name : Enrollment Date : 08/27/2011
Home RCDTS : 500820900041003 Serving RCDTS : 500820900041003 School Year : 2012 Exit Date :

Catalog Type: Prior to Secondary Courses Secondary
Subject Area: 02 - Mathematics
State Course: 02001A000-Informal Mathematics [Add Course](#)

Semester: Term 1 Term 2 Term 3 Term 4 Term 5

State Course Id	State Course Title	Section	Start	End	Credit	Grade
02052A000	Algebra I					

[Select](#) [Delete](#)

Term 1
No Courses Assigned

Term 2
No Courses Assigned

Term 3
No Courses Assigned

Term 4
No Courses Assigned

Student Course Assignment

■ Edit Course

 Illinois State Board of Education

Student Information System
Student Course Assignment

SID : 442645654 Legal Last Name : Smith Legal First Name : John Middle Name : Enrollment Date : 08/27/2011
Home RCDTS : 500820900041003 Serving RCDTS : 500820900041003 School Year : 2012 Exit Date :
Login: RCDT432 SESSION TIMEOUT 19:35

Home Student Search SID Request New SID Exit Enrollment Assessment Adjusted Cohorts Teacher Batch Files Reports Help Log Out

Catalog Type: Prior to Secondary Courses Secondary
Subject Area: 02 - Mathematics
State Course: 02001A000-Informal Mathematics [Add Course](#)
Semester: Term 1 Term 2 Term 3 Term 4 Term 5

Term 1

State Course Id	State Course Title	Section	Start	End	Credit	Grade	
02052A000	Algebra I	101	08/27/2011	12/21/2011	1.00	B	
Local Course Code	Local Course Title	Course Level		Course Setting			
		General		Traditional School Day Program			
Dual Credit	Articulated Credit	Attendance Actual	Attendance Total	Numeric Grade Actual	Numeric Grade Maximum	Displaced Homemaker	Single Parents or Pregnant Women
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No					<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

[Update](#) [Cancel](#)

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Student Course Assignment

■ View Courses

 Illinois State Board of Education

Login: RCDT432

Student Information System
Student Course Assignment

SID : 442645654 Legal First Name : John
Legal Last Name : Smith Middle Name :
Home RCDTS : 500820900041003 Serving RCDTS : 500820900041003 Enrollment Date : 08/27/2011
School Year : 2012 Exit Date :

Catalog Type: Prior to Secondary Courses Secondary
Subject Area: 02 - Mathematics
State Course: 02001A000-Informal Mathematics **Add Course**
Semester: Term 1 Term 2 Term 3 Term 4 Term 5

State Course Id	State Course Title	Section	Start	End	Credit	Grade
02052A000	Algebra I	101	08/27/2011	12/21/2011	1.00	B

Term 1
No Courses Assigned

Term 2
No Courses Assigned

Term 3
No Courses Assigned

Term 4
No Courses Assigned

Term 5
No Courses Assigned

Next **Cancel**

NOTE
To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Student Course Assignment

■ Review Courses

 Illinois State Board of Education

Login: RCDT432

Student Information System
Student Course Assignment

Home

Student

Search SID

Request New SID

Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files

Reports

Help

Log Out

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003

Legal First Name : John
Serving RCDTS : 500820900041003

Middle Name :
School Year : 2012

Enrollment Date : 08/27/2011
Exit Date :

State Course Id	State Course Title	Section	Start	End	Credit	Grade
02052A000	Algebra I	101	08/27/2011	12/21/2011	1.00	B

Term 1

No Courses Assigned

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Term 4

No Courses Assigned

Term 5

No Courses Assigned

Submit **Change** **Cancel**

Student Course Assignment

■ Update Successful

 Illinois State Board of Education

Student Information System
Student Course Assignment

Login: RCDT432

The course assignment has been successfully updated.

SID : 442645654	Legal Last Name : Smith	Legal First Name : John	Middle Name :	Enrollment Date : 08/27/2011
Search SID	Serving RCDTS : 500820900041003	Serving RCDTS : 500820900041003	School Year : 2012	Exit Date :

Term 1

State Course Id	State Course Title	Section	Start	End	Credit	Grade
02052A000	Algebra I	101	08/27/2011	12/21/2011	1.00	B

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Term 4

No Courses Assigned

Term 5

No Courses Assigned

[Edit](#) [Return To Search](#)

Student Course Assignment

■ Student Enrollment

 Illinois State Board of Education

SIS HOME | ISBEHOME | LOGOFF
SESSION TIMEOUT 19:59

Click on the tabs to view the student details. To view School / District Name and contact information, please click on either the Home or Serving School RCDTS number.

Home
Student SID: 442645654
Search SID
Request New SID
Exit Enrollment
Assessment
Adjusted Cohorts
Teacher
Batch Files
Reports
Help
Log Out

Student Information System
Student Details

Legal Last Name: Smith Legal First Name: John Legal Middle Name:

Student Demographic **Student Enrollment** Program Indicators ELL Information

Student Enrollment: Active

Enrollment Type for Serving RCDTS for Home 500820900041003	Transfer in from another District 08/27/2011 11 - Grade 11 View Details	School Year for Serving RCDTS for Serving 2012 510847900404000 Area Career Center	FTE for Serving 0.50
Exit Date	Exit Status		
Exit Type			
Student Course Assignment	View Details	2 2	

[Add Enrollment](#)

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to Contact Us
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Student Course Assignment

■ View Courses

 Illinois State Board of Education

Student Information System
Student Course Assignment

Login: RCDT432

Home
Student 
Search SID
Request New SID
Exit Enrollment
Assessment
Adjusted Cohorts
Teacher
Batch Files 
Reports
Help
Log Out

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003

Legal First Name : John
Serving RCDTS : 5108479004040000

Middle Name :
School Year : 2012

Enrollment Date : 08/27/2011
Exit Date :

Term 1
No Courses Assigned

Term 2
No Courses Assigned

Term 3
No Courses Assigned

Term 4
No Courses Assigned

Term 5
No Courses Assigned

Edit **Return To Search**

NOTE
To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

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Student Course Assignment

■ Add Course

 Illinois State Board of Education

Login: RCDT432

Student Information System
Student Course Assignment

SESSION TIMEOUT 17:58

Home **Student** **Search SID** **Request New SID** **Exit Enrollment** **Assessment** **Adjusted Cohorts** **Teacher** **Batch Files** **Reports** **Help** **Log Out**

SID : 442645654 **Legal Last Name :** Smith **Home RCDTS :** 50082090041003 **Legal First Name :** John **Serving RCDTS :** 510847900404000 **Middle Name :** **School Year :** 2012 **Enrollment Date :** 08/27/2011 **Exit Date :**

Catalog Type: Prior to Secondary Courses Secondary **Subject Area:** 17 - Architecture and Construction **State Course:** 17001A000-Construction Careers Exploration **Semester:** Term 1 Term 2 Term 3 Term 4 Term 5 **Add Course**

Term 1
No Courses Assigned

Term 2
No Courses Assigned

Term 3
No Courses Assigned

Term 4
No Courses Assigned

Student Course Assignment

■ View Course

 Illinois State Board of Education

Login: RCDT432

Student Information System
Student Course Assignment

SESSION TIMEOUT

Home **Student**  **Search SID** **Request New SID** **Exit Enrollment** **Assessment** **Adjusted Cohorts** **Teacher** **Batch Files**  **Reports** **Help** **Log Out**

SID : 442645654 **Legal Last Name :** Smith **Home RCDTS :** 500820900041003 **Legal First Name :** John **Serving RCDTS :** 510847900404000 **Middle Name :** **School Year :** 2012 **Enrollment Date :** 08/27/2011 **Exit Date :**

Catalog Type: Prior to Secondary Courses Secondary **Subject Area:** 17 - Architecture and Construction **State Course:** 17001A000-Construction Careers Exploration **Add Course**

Semester: Term 1 Term 2 Term 3 Term 4 Term 5

Term 1

State Course Id	State Course Title	Section	Start	End	Credit	Grade
17001A000	Construction Careers Exploration					

[Select](#) [Delete](#)

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Term 4

No Courses Assigned

Student Course Assignment

■ Edit Course

 Illinois State Board of Education

Student Information System
Student Course Assignment

SESSION TIMEOUT 19:34

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003 Legal First Name : John
Serving RCDTS : 510847900404000 Middle Name :
School Year : 2012 Enrollment Date : 08/27/2011
Exit Date :

Catalog Type: Prior to Secondary Courses Secondary
Subject Area: 17 - Architecture and Construction Add Course
State Course: 17001A000-Construction Careers Exploration
Semester: Term 1 Term 2 Term 3 Term 4 Term 5

Term 1

State Course Id	State Course Title	Section	Start	End	Credit	Grade	
17001A000	Construction Careers Exploration	108	08/27/2011	12/21/2011	1.00	B+	
Local Course Code	Local Course Title	Course Level		Course Setting			
		General		Traditional School Day Program			
Dual Credit	Articulated Credit	Attendance Actual	Attendance Total	Numeric Grade Actual	Numeric Grade Maximum	Displaced Homemaker	Single Parents or Pregnant Women
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No					<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Update Cancel

Student Course Assignment

View Courses

Illinois State Board of Education

Login: RCOT422

Home Student Search SID Request New SID Exit Enrollment Assessment Adjusted Cohorts Teacher Batch Files Reports Help Log Out

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003

Legal First Name : John
Serving RCDTS : 510847900404000

Middle Name :
School Year : 2012

Enrollment Date : 08/27/2011
Exit Date :

Catalog Type: Prior to Secondary Courses Secondary
Subject Area: 17 - Architecture and Construction
State Course: 17001A000-Construction Careers Exploration
Semester: Term 1 Term 2 Term 3 Term 4 Term 5

Term 1

State Course Id	State Course Title	Section	Start	End	Credit	Grade
Select Delete 17001A000	Construction Careers Exploration	108	08/27/2011	12/21/2011	1.00	B+

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Term 4

No Courses Assigned

Term 5

No Courses Assigned

Student Course Assignment

■ Review Courses

Illinois State Board of Education

Student Information System
Student Course Assignment

SESSION TIMEOUT 19:57

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003

Legal First Name : John
Serving RCDTS : 510847900404000

Middle Name :
School Year : 2012

Enrollment Date : 08/27/2011
Exit Date :

Home
Student
Search SID
Request New SID
Exit Enrollment
Assessment
Adjusted Cohorts
Teacher
Batch Files
Reports
Help
Log Out

State Course Id	State Course Title	Section	Start	End	Credit	Grade
17001A000	Construction Careers Exploration	108	08/27/2011	12/21/2011	1.00	B+

Term 1
Term 2
Term 3
Term 4
Term 5

No Courses Assigned

No Courses Assigned

No Courses Assigned

No Courses Assigned

Submit Change Cancel

NOTE
To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to Contact Us
Call Center: (217)558-3600, Fax: (217)558-3611

Student Course Assignment

■ Update Successful

 Illinois State Board of Education

Login: RCDT433

The course assignment has been successfully updated.

SID : 442645654
Legal Last Name : Smith
Home RCDTS : 500820900041003

Legal First Name : John
Serving RCDTS : 510847900404000

Middle Name :
School Year : 2012

Enrollment Date : 08/27/2011
Exit Date :

Assessment

Adjusted Cohorts

Teacher

Batch Files

Reports

Help

Log Out

Student Information System
Student Course Assignment

SESSION TIMEOUT 19:50

Term 1

State Course Id	State Course Title	Section	Start	End	Credit	Grade
17001A000	Construction Careers Exploration	108	08/27/2011	12/21/2011	1.00	B+

Term 2

No Courses Assigned

Term 3

No Courses Assigned

Term 4

No Courses Assigned

Term 5

No Courses Assigned

[Edit](#) [Return To Search](#)

NOTE

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

For questions or concerns, contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST. [Message a Friend](#) or [Click here to Contact Us](#)

Student Course Assignment

Online Process Overview

- Search for Student**

- Add Course to student Serving at the Home School
 - Add Course to a student Serving at the Area Career Center

- Search for A Teacher**

- Add Courses to Teacher

Teacher Course Assignment

- In SIS, the Home School is responsible for providing all student data. This includes assigning a unique Student Identifier (SID) and then providing demographic data, performance data, program participation data, Student Course Assignments and Student Outside Course Assignments (when applicable) for the student.
- Similar to the IWAS Application “Teacher Service Record”, the Serving District will submit Teacher Course Assignments and “One Teacher to One Student Instruction” data.
- All teachers must have an IEIN number.
- Serving school will provide the data at the start and end of the collection.
- Teacher Course Assignments can be added or updated via Online or Batch.

Teacher Course Assignment Entry

▪ Mandatory fields

- IEIN
- Teacher Last Name
- Teacher First Name
- Teacher Birth Date
- School Year
- Teacher Serving Location RCDTS
- Employer RCDTS
- Term (Semester)
- State Course Code
- Section Number
- Teacher Course Start Date
- Role of Professional
- Teacher Commitment

▪ Optional Fields

- Local Teacher ID
- Local Course ID
- Local Course Title

Teacher Course Assignment Entry

- **Teacher Course Start Date** - First day of attendance for the teacher.
- **Role of Professional** - The specific role of the teacher.
 - 01 Teacher of Record
 - 02 Professional Contributor
 - 03 Student Teacher
 - 04 Substitute Teacher
 - 05 Reading/Math Specialist
 - 06 Technology Specialist
 - 07 Social Worker/Psychologist/Counselor
 - 08 Speech/Language Pathologist
 - 10 Proctor
- **Teacher to Course Commitment** - Numeric value of the teacher's course commitment during the duration of the course, expressed in decimal form, where 1.00 represents a full-time commitment to the course.

Teacher Course Assignment Exit

▪ Mandatory fields

- IEIN
- Teacher Last Name
- Teacher First Name
- Teacher Birth Date
- School Year
- Teacher Serving Location RCDTS
- Employer RCDTS
- Term (Semester)
- State Course Code
- Section Number
- Teacher Course End Date
- Reason for Exit

▪ Optional Fields

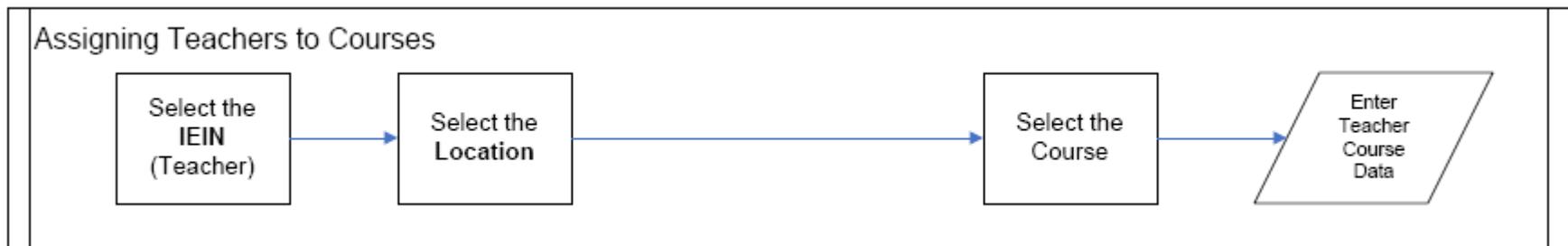
- Local Teacher ID
- Actual Attendance (Classes)
- Total Attendance (Classes)

Teacher Course Assignment Exit

- **Actual Attendance (Classes)** - Actual number of class periods of attendance teacher attended per course during the term
- **Total Attendance (Classes)** - Total number of class periods of attendance available for the teacher for this course during the term
- **Teacher Course End Date** - Last day of attendance for the teacher
- **Reason for Exit** - The reason why the teacher exited the course.
 - 01 Course Ended
 - 02 Teacher Resigned/Reassigned/Terminated
 - 03 Leave of Absence
 - 04 Death
 - 05 Teacher Expulsion
 - 99 Erroneous Course Assignment

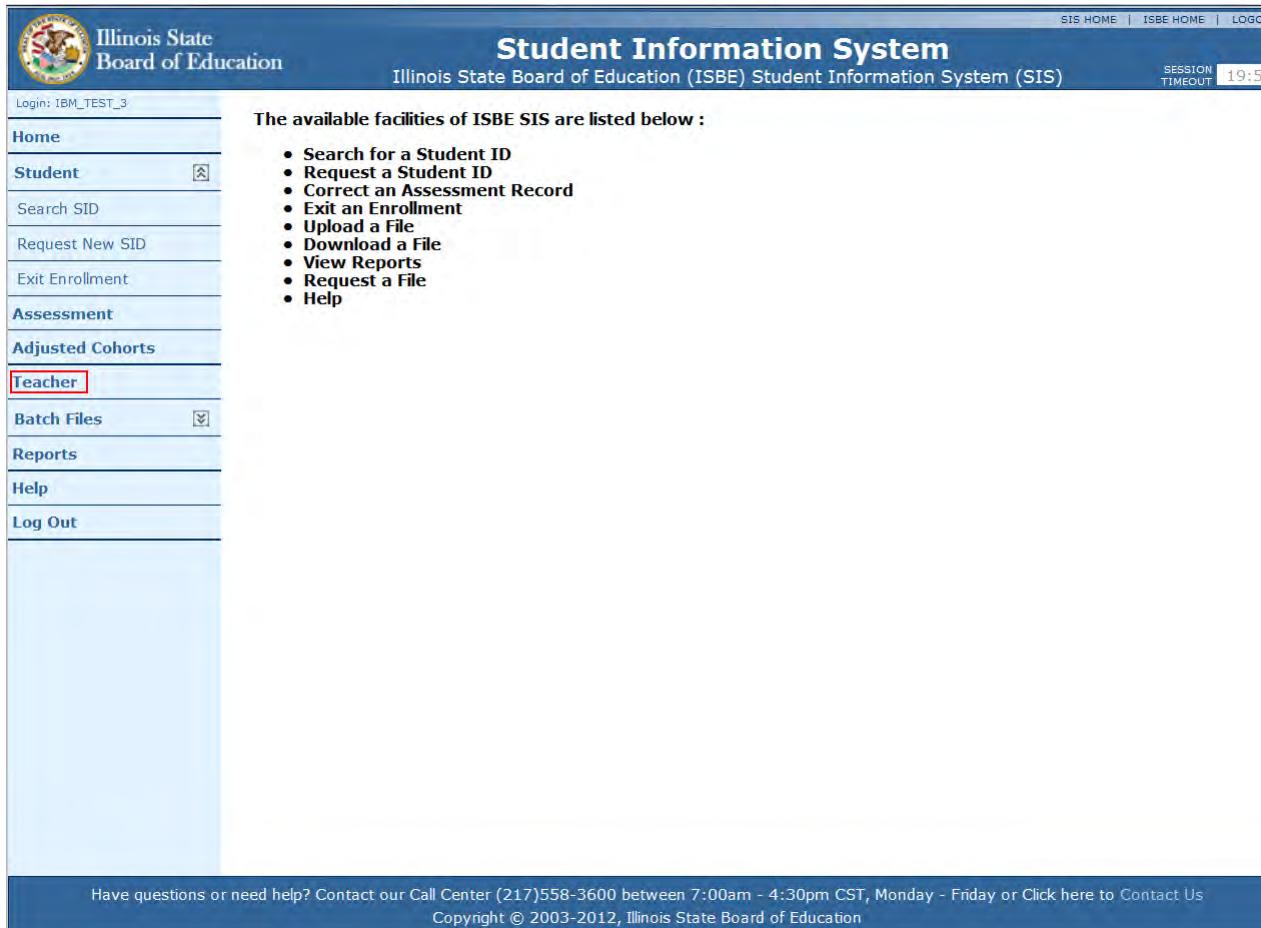
Teacher Course Assignment

■ Teacher Course Assignment Online Process



Teacher Course Assignment

■ Current SIS Home Screen



Illinois State Board of Education

Student Information System

Illinois State Board of Education (ISBE) Student Information System (SIS)

SESSION TIMEOUT 19:58

The available facilities of ISBE SIS are listed below :

- Search for a Student ID
- Request a Student ID
- Correct an Assessment Record
- Exit an Enrollment
- Upload a File
- Download a File
- View Reports
- Request a File
- Help

Log: IBM_TEST_3

Home

Student

Search SID

Request New SID

Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files

Reports

Help

Log Out

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to Contact Us

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Teacher Course Assignment

■ Teacher Search

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Search Teacher

STS HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT 19:59

Login: KGOECKNER

Home

Student 

Search SID

Request New SID

Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files 

Reports

Help

ISBE Internal

Log Out

Searching for a Teacher can be done in two ways:

1. By providing IEIN (OR)
2. By providing First Name, Last Name and Date Of Birth.

Click 'Search' Button

Fields marked with an asterisk * are required.

Search Criteria

*IEIN

OR

*Legal Last Name *Legal First Name

Date of Birth (mm/dd/yyyy)

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday – Friday or [Click here to Contact Us](#)

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Teacher Course Assignment

■ Potential Match Summary

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Search Teacher

SESSION TIMEOUT: 19:49

Searching for a Teacher can be done in two ways:

1. By providing IEIN (OR)
2. By providing First Name, Last Name and Date Of Birth.

Click 'Search' Button Fields marked with an asterisk * are required.

Search Criteria

*IEIN: 999999

OR

*Legal Last Name: *Legal First Name:

Date of Birth (mm/dd/yyyy):

IEIN	Last Name	First Name	Middle Initial	Date of Birth	Gender	Select
999999	Smith	Jon		01/01/1932	Male	<input type="button" value="Select"/>

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to [Contact Us](#)
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Teacher Course Assignment

■ Select Teaching Location

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Assignment History

SESSION TIMEOUT 19:45

Login: IBM_TEST_3

IEIN : 999999
Legal Last Name : Smith
Legal First Name : Jon
Date Of Birth : 01/01/1932

Add New Teacher Location

* School Year

*** Teaching Location RCDTS**

RCDT	50082189022
Region	St Clair ROE
Category	Public Districts/Schools
District	East St Louis SD 189
School	East St Louis Senior High School -- 0043

*** Employer RCDTS**

Same as Teaching Location RCDTS

Enter 15 digit RCDTS Code

Select Region,Category,District and School

Region	St Clair ROE
Category	Public Districts/Schools
District / Entity	East St Louis SD 189
School	East St Louis Senior High School -- 0043

Next **Cancel**

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or [Click here to Contact Us](#)
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Teacher Course Assignment

■ Edit Teacher Course Assignments

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Assignment History

SESSION TIMEOUT 14:14

IEIN : 999999
Legal Last Name : Smith
Teaching Location RCDTS : 500821890220043
Employer Location RCDTS : 500821890220043

Legal First Name : Jon
Date Of Birth : 01/01/1932
Teaching Location Name : East St Louis Senior High School -- 0043
Employer Location Name : East St Louis Senior High School -- 0043

Click here to add a New Course Assignment [Add Course](#)

Term1
No courses assigned

Term2
No courses assigned

Term3
No courses assigned

Term4
No courses assigned

Term5
No courses assigned

[Return To Prev](#)

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or [Click here to Contact Us](#)
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Teacher Course Assignment

■ Add Course

Add New Teacher Course Assignment

Subject Area

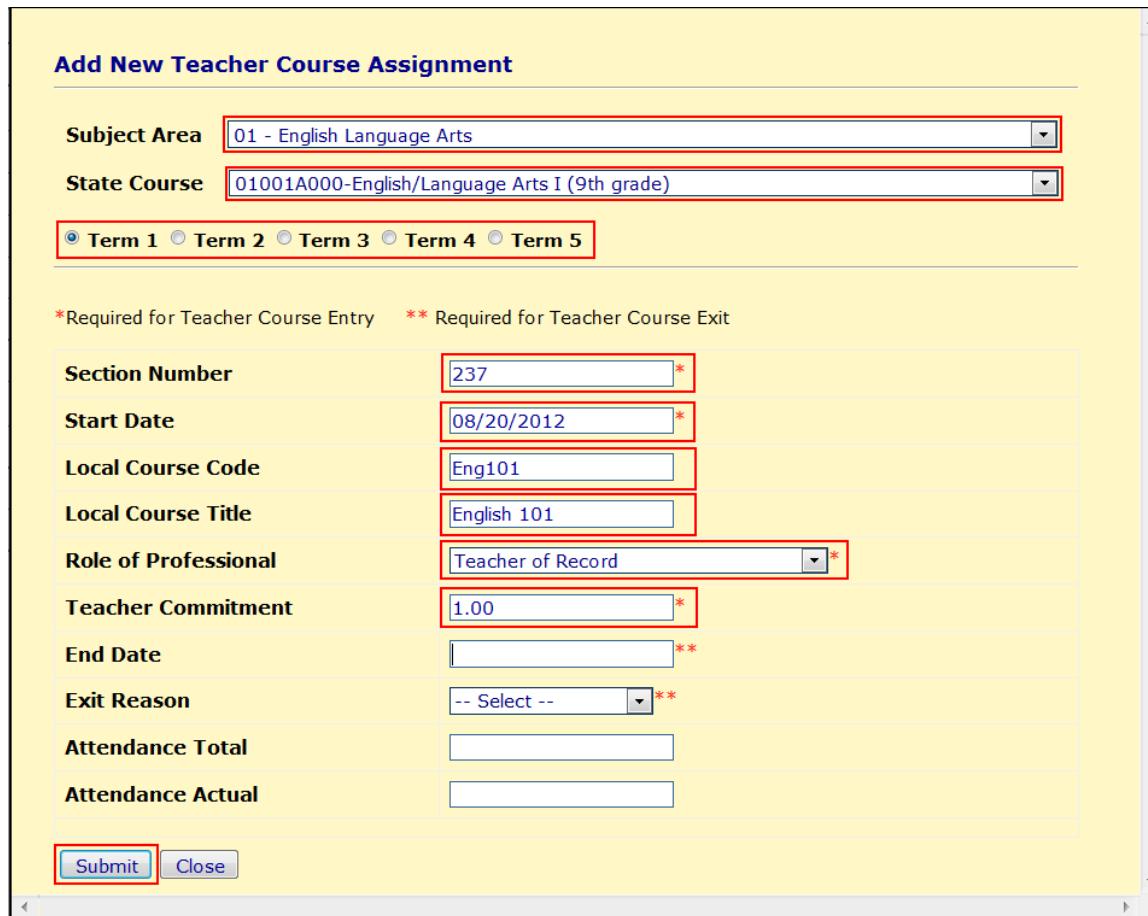
State Course

Term 1 Term 2 Term 3 Term 4 Term 5

*Required for Teacher Course Entry ** Required for Teacher Course Exit

Section Number	<input type="text" value="237"/> *
Start Date	<input type="text" value="08/20/2012"/> *
Local Course Code	<input type="text" value="Eng101"/>
Local Course Title	<input type="text" value="English 101"/>
Role of Professional	<input type="text" value="Teacher of Record"/> *
Teacher Commitment	<input type="text" value="1.00"/> *
End Date	<input type="text"/> **
Exit Reason	<input type="text" value="-- Select --"/> **
Attendance Total	<input type="text"/>
Attendance Actual	<input type="text"/>

Submit **Close**



Teacher Course Assignment

■ Review Course Details

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Assignment History

SESSION TIMEOUT 14:34

IEIN : 999999
Legal Last Name : Smith
Legal First Name : Jon
Date Of Birth : 01/01/1932

Teaching Location RCDTS : 500821890220043
Teaching Location Name : East St Louis Senior High School
School Year : 2013

Employer Location RCDTS : 500821890220043
Employer Location Name : East St Louis Senior High School

Click here to add a New Course Assignment [Add Course](#)

State Course ID	State Course Title	Section	Start Date	End Date	Exit Reason
01001A000	English/Language Arts I (9th grade)	237	08/20/2012		Select

Term1
No courses assigned

Term2
No courses assigned

Term3
No courses assigned

Term4
No courses assigned

Term5
No courses assigned

[Return To Prev](#)

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or [Click here to Contact Us](#)
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Teacher Course Assignment

■ Current SIS Home Screen

The available facilities of ISBE SIS are listed below :

- Search for a Student ID
- Request a Student ID
- Correct an Assessment Record
- Exit an Enrollment
- Upload a File
- Download a File
- View Reports
- Request a File
- Help

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to Contact Us
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Teacher Course Assignment

■ Teacher Search

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Search Teacher

STS HOME | ISBE HOME | LOGOFF

SESSION TIMEOUT 19:59

Login: KGOECKNER

Home

Student 

Search SID

Request New SID

Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files 

Reports

Help

ISBE Internal

Log Out

Searching for a Teacher can be done in two ways:

1. By providing IEIN (OR)
2. By providing First Name, Last Name and Date Of Birth.

Click 'Search' Button

Fields marked with an asterisk * are required.

Search Criteria

*IEIN

OR

*Legal Last Name *Legal First Name

Date of Birth (mm/dd/yyyy)

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday – Friday or [Click here to Contact Us](#)

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Teacher Course Assignment

■ Potential Match Summary

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Search Teacher

SESSION TIMEOUT: 19:49

Searching for a Teacher can be done in two ways:

1. By providing IEIN (OR)
2. By providing First Name, Last Name and Date Of Birth.

Click 'Search' Button

Fields marked with an asterisk * are required.

Search Criteria

*IEIN

OR

*Legal Last Name

*Legal First Name

Date of Birth (mm/dd/yyyy)

IEIN	Last Name	First Name	Middle Initial	Date of Birth	Gender	Select
999999	Smith	Jon		01/01/1932	Male	<input type="button" value="Select"/>

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to [Contact Us](#)

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Teacher Course Assignment

■ Select Teaching Location

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Assignment History

SESSION TIMEOUT 19:54

IEIN : 999999
Legal Last Name : Smith Legal First Name : Jon Date Of Birth : 01/01/1932

School Year	Employer Name	Employer RCDTS	Teaching Location	Teaching RCDTS
2013	East St Louis Senior High School	500821890220043	East St Louis Senior High School	500821890220043

Add New Teacher Location

* School Year

*** Teaching Location RCDTS**

RCDT	50082189022
Region	St Clair ROE
Category	Public Districts/Schools
District	East St Louis SD 189
School	-- All Schools --

*** Employer RCDTS**

Same as Teaching Location RCDTS

Enter 15 digit RCDTS Code

Select Region,Category,District and School

Region	-- Select Region --
Category	<input type="text"/>
District / Entity	<input type="text"/>
School	<input type="text"/>

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or Click here to Contact Us
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Teacher Course Assignment

■ Select Course Assignment to update

 Illinois State Board of Education

Student Information System
Teacher Course Assignment - Assignment History

SESSION TIMEOUT 19:55

IEIN : 4162

Legal Last Name : Finn Legal First Name : John Date Of Birth : 12/10/1953

Teaching Location RCDTS : 500821890220043 Teaching Location Name : East St Louis Senior High School School Year : 2013

Employer Location RCDTS : 500821890220043 Employer Location Name : East St Louis Senior High School

Home Student Search SID Request New SID Exit Enrollment

Assessment Adjusted Cohorts Teacher

Batch Files Reports Help Log Out

[Click here to add a New Course Assignment](#) [Add Course](#)

Term1	State Course ID	State Course Title	Section	Start Date	End Date	Exit Reason
	01001A000	English/Language Arts I (9th grade)	237	08/20/2012		Select

Term2
[No courses assigned](#)

Term3
[No courses assigned](#)

Term4
[No courses assigned](#)

Term5
[No courses assigned](#)

[Return To Prev](#)

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Teacher Course Assignment

■ Select Edit

Teacher Course Assignment Details

*Required for Teacher Course Entry ** Required for Teacher Course Exit

State Course Code	01001A000
State Course Title	English/Language Arts I (9th grade)
Section Number	237
Start Date	08/20/2012
Local Course Code	Eng101
Local Course Title	English 101
Role of Professional	Teacher of Record
Teacher Commitment	1.00
End Date	
Exit Reason	
Attendance Total	
Attendance Actual	

[Edit](#)

[Close](#)

Teacher Course Assignment

■ Edit Teacher Course Assignments

Teacher Course Assignment Details

*Required for Teacher Course Entry ** Required for Teacher Course Exit

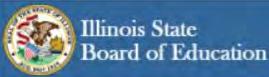
State Course Code	01001A000
State Course Title	English/Language Arts I (9th grade)
Section Number	237*
Start Date	08/20/2012*
Local Course Code	Eng101
Local Course Title	English 101
Role of Professional	Teacher of Record*
Teacher Commitment	1.00*
End Date	08/28/2012**
Exit Reason	Course Ended **
Attendance Total	20
Attendance Actual	20

[Update](#) [Cancel](#)

[Close](#)

Teacher Course Assignment

■ Review Course Details

 Illinois State Board of Education

Login: IBM_TEST_3

Home

Student

- Search SID
- Request New SID
- Exit Enrollment

Assessment

Adjusted Cohorts

Teacher

Batch Files

Reports

Help

Log Out

Student Information System
Teacher Course Assignment - Assignment History

SESSION TIMEOUT 19:53

IEIN : 999999
Legal Last Name : Smith
Teaching Location RCCTS : 500821890220043
Employer Location RCCTS : 500821890220043

Legal First Name : Jon
Date Of Birth : 01/01/1932
Teaching Location Name : East St Louis Senior High School
Employer Location Name : East St Louis Senior High School

SCHOOL YEAR : 2013

[Click here to add a New Course Assignment](#) [Add Course](#)

State Course ID	State Course Title	Section	Start Date	End Date	Exit Reason
01001A000	English/Language Arts I (9th grade)	237	08/20/2012	08/28/2012	Course Ended Select

Term1
[No courses assigned](#)

Term2
[No courses assigned](#)

Term3
[No courses assigned](#)

Term4
[No courses assigned](#)

Term5
[No courses assigned](#)

[Return To Prev](#)

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 4:30pm CST, Monday - Friday or [Click here to Contact Us](#)
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Linking Teachers to Students

- What links a Teacher Course Assignment to a Student Course Assignment.
 - School Year
 - Student Serving RCDTS / Teacher Location RCDTS
 - Term
 - State Course Code
 - Section Number
- If your district is sending students to another district the Home School and the Serving School must communicate
 - The Student Course Assignment should be matched to the Teacher Course Assignment
- This is very important for data quality, we want to ensure that the appropriate teacher is being matched to all the correct students.

Linking Teachers to Students

<u>Student Information</u>	<u>Teacher Information</u>
Student ID SAP ID Student Last Name Student First Name Birth Date Home RCDTS	IEIN Local Teacher ID Teacher Last Name Teacher First Name Teacher Birth Date Employer RCDTS
<u>Location / Course</u>	<u>Location / Course</u>
Serving School School Year State Course Code Term (Semester) Section Number	Teaching Location RCDTS School Year State Course Code Term (Semester) Section Number
<u>Course Information</u>	<u>Course Information</u>
Local Course ID Local Course Title Student Course Start Date Course Level Course Credit Articulated Credit Dual Credit Course Setting Actual Attendance Total Attendance Single Parent including Single Pregnant Woman Displaced Homemaker Course Numeric Grade Maximum Numeric Grade Student Course End Date Course Final Letter Grade/ Completion Status	Local Course ID Local Course Title Teacher Course Start Date Role of Professional Teacher Commitment Actual Attendance Total Attendance Teacher Course End Date Reason for Exit

These 5 elements link a Teacher Course Assignment to a Student Course Assignment:

- Student Serving RCDTS / Teacher Location RCDTS
- School Year
- State Course Code
- Term (Semester)
- Section Number

Linking Teachers to Students

By linking the 5 elements, a Teacher/Student Assessment Score History Report can be generated.

Course Teacher: Smith, John		IEIN: 00000																			
Term	State Course Code	Section		State Course Title												Serving School					
Term 1	02052A000	1A4		Algebra I												60002					
Student ID: 123456789	Student Name: Doe, Jane	Birth Date: 11/04/1996																			
	School Year	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	Home RCDTS	Serving RCDTS	Testing RCDTS
	2006		ISAT		217	M	221	M									Y		122003	122003	122003
	2007		ISAT	04	237	E	239	M	202	M							Y		122003	122003	122003
	2008		ISAT	05	256	E	262	M	NA								Y		122003	122003	122003
	2009		ISAT	06	262	E	266	M	NA								Y		121001	121001	121001
	2010		ISAT	07	306	E	304	E	251	M							Y		121001	121001	121001
	2011		ISAT	08	266	M	296	E									Y		121001	121001	121001
Student ID: 987654321	Student Name: Doe, Jon	Birth Date: 08/11/1997																			
	School Year	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	Home RCDTS	Serving RCDTS	Testing RCDTS
	2006		ISAT		237	E	243	E									Y		22003	122003	122003
	2007		ISAT	04	245	E	270	E	229	M							Y		22003	122003	122003
	2008		ISAT	05	247	E	259	M	NA								Y		22007	122007	122007
	2009		ISAT	06	271	E	283	E	NA								Y		22007	122007	122007
	2010		ISAT	07	297	E	286	E	256	M							Y		21008	121008	121008
	2011		ISAT	08	282	E	298	E									Y		21008	121008	121008

Next Steps

- Download the State Course Catalog
- Download the Course Alignment Tool; print a sample page for reference
- Work with appropriate local personnel to complete a local crosswalk of courses, such as the department head or assistant superintendent
- Enter Student and Teacher Course Assignments into SIS

ISBE Contact Information

- **ISBE Help Desk**

- (217) 558-3600
 - help@isbe.net

- **ISBE SIS Information Website**

- www.isbe.net/sis