

## Outside Course Assignment

Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
<ul style="list-style-type: none"> <li>• Student Course Assignment data can only be entered on students with an <b>Entry/Grade Level</b> of 9-12.</li> <li>• To add or to update a record the student has a valid Active district enrollment record in SIS.</li> <li>• Home school can view all Outside Course Assignment data for the enrollment where they are identified as the Home School</li> <li>• The current Home School (Active Enrollment) can view all Outside Course Assignments               <ul style="list-style-type: none"> <li>- Once the student is enrolled all past assignments can be viewed</li> </ul> </li> <li>• The serving school can only see Outside Course Assignments on students for which they are the Serving RCDTS.</li> </ul>						
<b>Outside Course School Year</b>	Mandatory	Char(4)	yyyy		School year for which the Outsider course is applicable.	
<b>Outside Course Grade Level</b>	Mandatory	Char(2)			The grade level or primary instructional level of the student during the Outside course.	
			09	Grade 9		
			10	Grade 10		
			11	Grade 11		
			12	Grade 12		
<b>Outside Course Facility Type</b>	Mandatory	Char(2)			Facility where the Outside Course was taught. Note: Illinois Public School District data should be reported as Student Course Assignments and NOT Outside Courses.	
			01	Out-of-State	A facility located in any of the 50 states (excluding Illinois), the District of Columbia, Puerto Rico, or the U.S. Virgin Islands.	
			02	Out-of-Country	A facility NOT located in any of the 50 states, the District of Columbia, Puerto Rico, or the U.S. Virgin Islands.	
			03	Home Schooled Student	Student that receives their education at Home.	
			04	Illinois Non-Public School	Any Illinois Non-Public School.	
			05	Other	Courses from other sources, IVS Illinois Virtual School, Correspondence Course, etc. (Note: Illinois Public School Courses are reported through the Student Course Assignment Format only)	
<b>Outside Course Facility Name</b>	Optional	VarChar(30)			The name of the Outside Facility the course is being received from.	
<b>Term (Semester)</b>	Mandatory	Char(2)			Identifies which term the class was taken in. Terms could include quarters, semesters, tri-semesters, or yearlong classes.	
			01	Term 1		

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			02	Term 2		
			03	Term 3		
			04	Term 4		
			05	Term 5		
<b>State Course Code</b>	Mandatory	Char(9)			Consists of three parts, Subject Area, Course Identifier within that Subject Area, and a State generated alphanumeric identifier. For example, the course State General Math I is coded as 02002A000 — Subject Area Mathematics (02), Course Identifier (002) and State Identifier (A000).	<ul style="list-style-type: none"> <li>Only State Course Codes that start with Subject Areas (01-22) are accepted in Outside Course Assignment. No Prior to Secondary Course codes.</li> </ul>
				<b>Subject Area</b>	These are 22 general content categories, each represented by a two-digit code. The categories are mutually exclusive and, to date, can include any course offered in secondary schools. The Subject Areas are listed in the Table of Contents of the Illinois Secondary Course Catalog at: <a href="https://www.isbe.net/Pages/Illinois-State-Course-System.aspx">https://www.isbe.net/Pages/Illinois-State-Course-System.aspx</a> . Subject Area identifies a single course when it is combined with the Course Identifier. See Subject Area Tab.	
				<b>Course Identifier</b>	Courses within a Subject Area are distinguished by a three-digit code immediately following the Subject Area two-digit code. "999" is reserved for courses coded as "other." Only some numbers between 001 and 999 have been used in this system; unused numbers can accommodate new courses as these are added to the Illinois Secondary Course Catalog at: <a href="https://www.isbe.net/Pages/Illinois-State-Course-System.aspx">https://www.isbe.net/Pages/Illinois-State-Course-System.aspx</a> .	
				<b>State Identifier</b>	Unique number assigned by ISBE to identify a State course.	
<b>Local Course ID</b>	Optional	Char(50)			Identifier for a Local Course	
<b>Local Course Title</b>	Optional	VarChar(100)			Title of Local course.	
<b>Student Course Start Date</b>	Mandatory	Char(10)	mm/dd/yyyy		First day of attendance for the student.	<ul style="list-style-type: none"> <li>Course Start Date must be 07/01/2010 or after.</li> </ul>
<b>Section Number</b>	Mandatory	VarChar(16)			Identifier for course section. No more than 16 characters in Length; Letters, numbers, and hyphens are accepted.	

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<b>Course Level</b>	Mandatory	Char(2)			Indicates level of rigor for each course.	
			01	Remedial	Basic or Remedial. A course focusing primarily on skills development, including literacy in language, mathematics, and the physical and social sciences. These courses are typically less rigorous than standard courses and may be intended to prepare a student for a general course.	
			02	General	General Education. A course providing instruction in a given subject area that focuses primarily on general concepts appropriate for the grade level. General courses typically meet the state's or district's expectations of scope and difficulty for mastery of the content.	
			03	Enriched	Enriched or Advanced. A course that augments the content and/or rigor of a general course, but does not carry an honors designation.	
			04	Honors	Honors is an advanced level course designed for students who have earned honors status according to educational requirements. These courses typically include additional content not found in general courses, and are formally designated as honors courses.	
<b>Course Credit</b>	Mandatory	Numeric	n.nnn		Course credit indicates the amount of credit offered to the student for successful completion of course requirements in the reporting term.	Acceptable Values - Course Credit for all of Terms 01-05 must be between 0.001 and 3.000.
<b>Articulated Credit</b>	Mandatory	Char(2)			Students receive high school credit only. However, college credit is available through a written agreement between the high school and the college. Articulated college credit is awarded at the college to students who successfully complete a course/program while in high school and meet all college requirements outlined in the Articulation Agreement.	
			01	Yes		
			02	No		
<b>Dual Credit</b>	Mandatory	Char(2)			A course in which the student receives both high school and college credit for completion of the course.	
			01	Yes		

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Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
			02	No		
<b>Course Setting</b>	Mandatory	Char(2)			Indicates the location or setting of course instruction.	
			01	Traditional School Day Program	Traditional school day programs typically take place in an identifiable classroom space, usually in a school. A traditional classroom space has a number of specific features, including: instructor(s) who deliver(s) information to students or facilitate student acquisition of content based upon the Illinois Learning Standards; a number of students who are all physically present in the classroom and regularly meet at a specific time; and both group and individual student learning activities (e.g. lecture, lab work, seat work, discussion). Traditional learning programs award credit based on student performance on such items as assignments, tests, and exams. These credits are then applied towards meeting state and local graduation requirements.	
			02	Night or After School	Night or after school programs are forms of traditional learning because they take place in a physical classroom with an instructor who delivers all course materials. Programs take place after regular school hours and may be offered to nontraditional students or to regularly-enrolled students seeking enrichment or credit-recovery options. Instruction may include computer or Internet-based work, but an instructor is present with students to assist students and facilitate learning.	

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Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
			03	Online Learning (Internet-based)	Also known as e-learning, online learning involves completing computer-based courses via the Internet. In an online course, there is generally no physical classroom. All assignments, tests, and exams are completed over the computer. Online learning courses include: online tutorials and online class notes and chat rooms in which students may discuss class materials with fellow classmates; online audio and visual materials; and online testing.	
			04	Distance Learning (non-Internet-based)	<p>Distance learning involves an exchange of information over a distinct physical space from an instructor who is generally not present in the classroom. There are a number of different ways to complete distance-learning programs. The most popular are:</p> <ul style="list-style-type: none"> <li>• print learning, in which materials are sent to students through the mail or by fax.</li> <li>• conferencing, in which students communicate with instructors and other students through video or phone presentations.</li> </ul> <p>Distance education is beneficial for those students who are unable to attend regular classroom courses or for schools to offer specialized courses. (Internet-based Online Learning is NOT included).</p>	
			05	Alternative Placement Settings	Alternative placement settings consist of classroom learning experiences led or facilitated by an instructor. Students are assigned to alternative placement settings through an administrative process. Classrooms or instructional spaces are held either off-campus or in a separated portion of the school building.	

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Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
			06	Other Educational Setting	Other educational settings may include courses offered through nontraditional educational programs. The home high school has clear policies regarding acceptance of these transfer credits and places the course work and grade on the individual student transcript. Examples: arts, travel and government/policy summer programs, experiences and internships with transfer high school course credit options.	
<b>Actual Attendance (Classes)</b>	Optional	Numeric			Actual number of class periods of attendance student attended per course during the term.	
<b>Total Attendance (Classes)</b>	Optional	Numeric			Total number of class periods of attendance available for the student for this course during the term.	
<b>Single Parent including a Single Pregnant Woman (Reported for CTE Courses Only)</b>	Optional	Char(2)			The term "Single Parent" means an individual who (A) is unmarried or legally separated from a spouse; and (B) (i) has a minor child or children for which the parent has either custody or joint custody; or (ii) is pregnant.	
			01	Yes		
			02	No		
<b>Displaced Homemaker (Reported for CTE Courses only)</b>	Optional	Char(2)			The term "Displaced Homemaker" means an individual who... (A) (i) has worked primarily without remuneration to care for a home and family, and for that reason has diminished marketable skills; (ii) has been dependent on the income of another family member but is no longer supported by that income; or (iii) is a parent whose youngest dependent child will become ineligible to receive assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) not later than 2 years after the date on which the parent applies for assistance under such title; and  (B) is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.	
			01	Yes		
			02	No		
<b>Course Numeric Grade (Term)</b>	Optional	Numeric			A statement of the term course grade, expressed as a number.	

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Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
Maximum Numeric Grade (Term)	Optional	Numeric			The maximum numeric grade is the highest number value which may be achieved in the term. Example: If the value is between zero and 100, then 100 is the maximum numeric grade.	
Student Course End Date	Mandatory	Char(10)	mm/dd/yyyy		Last scheduled day for attendance at a course in the reporting term.	
Course Final Letter Grade/Completion Status (Term)	Mandatory	Char(2)			Grades with + and - will be accepted. Grades may also be indicated by I (Incomplete), S (Satisfactory/Pass), and U (Unsatisfactory) in addition to more traditional A, B, C, D, F grading systems.	• Final Letter Grades (21-26) are not accepted for Outside Course Assignments.
			01	A+	Student received course term credit.	
			02	A	Student received course term credit.	
			03	A-	Student received course term credit.	
			04	B+	Student received course term credit.	
			05	B	Student received course term credit.	
			06	B-	Student received course term credit.	
			07	C+	Student received course term credit.	
			08	C	Student received course term credit.	
			09	C-	Student received course term credit.	
			10	D+	Student received course term credit.	
			11	D	Student received course term credit.	
			12	D-	Student received course term credit.	
			13	F	Student did <b>NOT</b> receive course term credit.	
			14	S	Satisfactory or Pass. Student received course term credit.	
			15	U	Unsatisfactory. Student did <b>NOT</b> receive course term credit.	
			16	I	Incomplete. Student was enrolled on Course End Date. Student did not receive course term credit.	
			17	W	Withdrew from course. Student did not receive course term credit. Student was not enrolled on Course End Date.	
			18	WP	Withdrew from course. Student did receive course term credit. Student was not enrolled on Course End Date.	
			19	Audit	Student Audited the Course. Student did not receive course term credit.	

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Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
			20	X	Student waived from course requirement. Student did not receive course term credit. Student did not receive a final grade.	
			27	Exceptional	(Exceeds expectations) Student demonstrates the skill or understands the concepts at a level exceeding expectations for the reporting period.	
			28	Meets Standard	(Developing Appropriately) Student usually demonstrates the skill or understands the concepts and meets expectations for the reporting period.	
			29	Approaching Standard	(Beginning to develop) Student sometimes demonstrates the skill or understands the concepts and meets some expectations for the reporting period.	
			30	Below Standard	(Needs to Develop) Student seldom demonstrates the skill or understands the concepts and is not meeting expectations for the reporting period.	
			99	Erroneous	Record entered in error. School district mistake.	

### Change History

12/24/2018	Released
12/21/2018	Corrections and validation updates.
11/28/2018	Updated Change History for testing
10/24/2018	Initial Draft



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