## Teacher Course Assignment

| Data Element | Mandatory | Data Type | Code | Value | Description | Validation Rules / Notes |
|---|---|---|---|---|---|---|
| • Teacher must have an IEIN Number<br>• Only the **Teaching Location RCDTS** can submit the SIS teacher's information<br>• If any (but not all) exit field data is also entered, system will prompt with: Error - "Please enter all the Exit fields: <missing exit field(s)>"<br>• Cannot add a new enrollment for the same teaching location as a current enrollment… Error - "This Teacher already has an assignment for the selected Location. Please select from the list above." | | | | | | |
| IEIN | Mandatory | Numeric | | Numeric | Illinois Educator Identifying Number is the teacher's certificate number. Required to track teachers in the state of Illinois. All Illinois Certified teachers have an IEIN number. | |
| Local Teacher ID | Optional | VarChar(50) | | | Teacher ID number used by the school packages to identify a teacher in their local system. | |
| Teacher Last Name | Mandatory | Char(30) | | | Teacher's Legal Last Name. | |
| Teacher First Name | Mandatory | Char(30) | | | Teacher's Legal First Name. | |
| Teacher Birth Date | Mandatory | Char(10) | mm/dd/yyyy | Date | Teacher's Date of Birth. | |
| School Year | Mandatory | Char(4) | yyyy | Year | School year for which this enrollment is applicable. | |
| Teacher Serving Location RCDTS | Mandatory | Char(15) | rrcccddddttssss | | Region-County-District-Type-School code that uniquely identifies the school/program where a teacher is educating students. | |
| Employer RCDTS | Mandatory | Char(15) | rrcccddddttssss | | Region-County-District-Type-School code that uniquely identifies the employer of the teacher. | |
| Term (Semester) | Mandatory | Char(2) | | | Identifies which term the class was taken in. Terms could include quarters, semesters, tri-semesters, or yearlong classes. | |
| | | | Y1 | Year Long | | |
| | | | Y2 | Year Long Summer | | |
| | | | S1 | Semester 1 | | |
| | | | S2 | Semester 2 | | |
| | | | S3 | Semester Summer | | |
| | | | T1 | Trimester 1 | | |
| | | | T2 | Trimester 2 | | |
| | | | T3 | Trimester 3 | | |
| | | | T4 | Trimester Summer | | |
| | | | Q1 | Quarter 1 | | |
| | | | Q2 | Quarter 2 | | |
| | | | Q3 | Quarter 3 | | |

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|---|---|---|---|---|---|---|
| | | | Q4 | Quarter 4 | | |
| | | | Q5 | Quarter Summer | | |
| **State Course Code** | 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).<br><br>Note:  All Secondary and Prior to Secondary Courses have been combined under 23 Subject Areas to align with Federal SCED 7.0 guidelines.<br>Existing state course identifiers have been retained when possible. | | |
| | | | | Subject Area | These are 23 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 State Course Catalog at: https://www.isbe.net/Pages/Illinois-State-Course-System.aspx.  Subject Area identifies a single course when it is combined with the Course Identifier. | |
| | | | | Course Identifier | 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 State Course Catalog at: https://www.isbe.net/Pages/Illinois-State-Course-System.aspx. | |
| | | | | State Identifier | Unique number assigned  by ISBE to identify a State course. | |
| **Local Course ID** | Optional | VarChar(50) | | Identifier for a Local Course | | |
| **Local Course Title** | Optional | VarChar(100) | | Title of Local course. | | |
| **Section Number** | Mandatory | VarChar(16) | | Identifier for course section.  No more than 16 characters in Length; Letters, numbers, and hyphens are accepted. | | |

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| Data Element | Mandatory | Data Type | Code | Value | Description | Validation Rules / Notes |
|---|---|---|---|---|---|---|
| **Teacher Course Start Date** | Mandatory | Numeric | mm/dd/yyyy | First day of attendance for the teacher. | | Course Start Date cannot be a future date and must be during the current school year. |
| **EIS Position Code** | Mandatory | Char(3) | | The specific EIS Position role of the teacher. | | |
| | | | 200 | Teacher | | |
| | | | 201 | Reading Teacher | | |
| | | | 202 | Bilingual Education Teacher | | |
| | | | 203 | English as a Second Language Teacher | | |
| | | | 204 | Visiting International Teacher | | |
| | | | 207 | Speech Language Pathology Teacher | | |
| | | | 208 | Career and Technical Educator (CTE) | | |
| | | | 250 | Special Education Teacher | | |
| | | | 251 | Bilingual Special Education Teacher | | |
| **Teacher Course Commitment** | Mandatory | Numeric | n.nn | 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. NOTE: 1) 1.0 Represent a 100 percent full time commitment to the course 2) .5 Represents a 50 percent commitment to the course | | Teacher Commitment should be a decimal value between 0.01 and 1.00 **Note**: The Teacher Commitment FTE for multiple courses combined can actually be far over 1.00. |

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