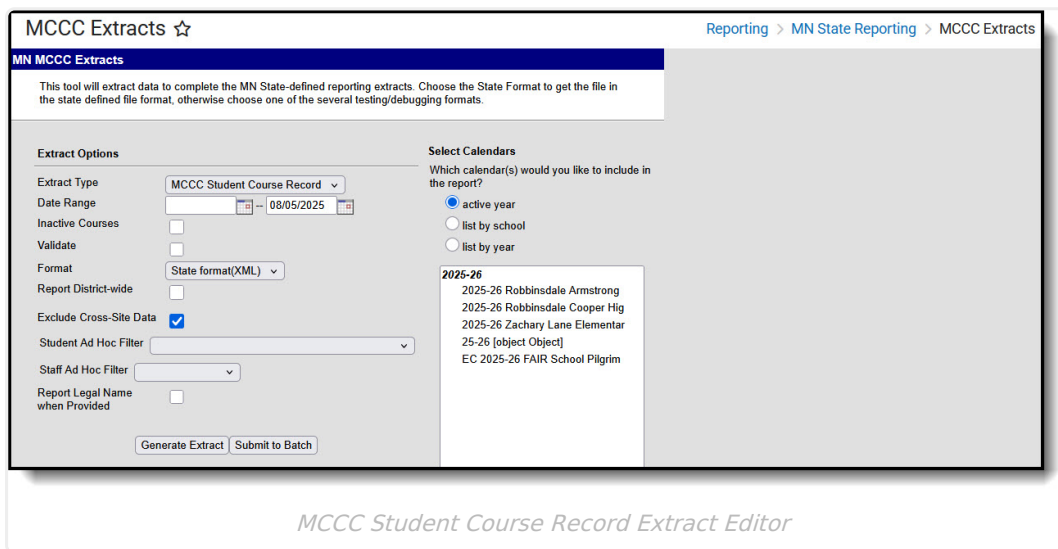# MCCC Student Course Record Extract (Minnesota)

Last Modified on 12/14/2025 8:45 pm CST

[Report Logic](#) | [Report Layout](#)

Tool Search: MCCC Extracts

The Minnesota Common Course Catalog (MCCC) is a course classification system designed to provide uniform information about courses administered in Minnesota schools. The MCCC Student Course Record Extract collects student and course information for courses aligned to the MCCC.

MCCC Student Course Record Extract Editor

For guidance in validating the XML file against your state's schema using a free, third-party program, see the [Validating an XML File Against a Schema File](#) article.

Report Logic

A record reports for each scored Grading Task or Standard in the reported section, with one record reported per term. To report, a Grading Task or Standard must be marked as State Reported and Final and the Course must be active and have an SCED Course Identifier. Records report for sections taught in both instructional and non-instructional periods.

If the **Exclude Cross-Site Data** checkbox is marked, information from cross-site sections and courses is **not** included in the report.

The MCCC Student Course Record is made up of seven sub reports. The State Format (XML) reports these sub reports. The formats used for data review and verification (CSV and HTML) reports a collection of fields from all sub reports. Sub report logic is as follows:

Sub Report	Logic
Scheduled Student Course Record	This sub report includes a record for each Score a student earned for a section. Scores from multiple terms associated ONLY with the Primary Term Schedule report 1 record per term. Each record is fully reported and does not combine data from other course/sections. Even when a student is enrolled in multiple sections within the same course, this extract reports each record as if it were from a unique course. Grading Tasks / Standards must have State Reported and Final selected. If more than one Grading Task is assigned to the course, multiple records can be reported for the same course/student combination. Courses must have an SCED Course Identifier entered and must be active. Report only generates when the associated course SCED Subject Area code is '81' or lower.
Scheduled Student Course Record - Early Education	This sub report includes a record for each section in which the student is enrolled that does not have an Early Education Record Type entered on the Course and has an SCED Subject Area of 81 or higher. To report, the Course must also have a Grading Task or Standard marked as Final and State Reported. If the student is enrolled in multiple sections of the same course, a record reports for each section. An assessment record reports for each Teacher-Scored test assigned to the course for which the student received a score.
Project Based Learning Student Course Record	This sub report includes a record for each transcript record with a Record Type of *Project Based Learning* for the School Year selected in the extract editor. When more than one course record exists on the transcript with the same State Course Code, State Student ID and Site Number, these records are combined into a single file with additional UnscheduledStudentMark parent elements for each course mark.
Project Based Learning Student Course Record - Early Education	This sub report reports records for students enrolled in courses that have an Early Education Record Type of Project Based Learning and an SCED Subject Area of 81 or higher within the selected calendar. Courses with the same State Code and Record Type are aggregated together. To report, the Course must also have a Grading Task or Standard marked as Final and State Reported. An assessment record reports for each Teacher-Scored test assigned to the course for which the student received a score.
Independent Study Student Record	This sub report includes a record for each transcript record with a Record Type of *Independent Study* for the School Year selected in the extract editor. When more than one course record exists on the transcript with the same State Course Code, State Student ID and Site Number, these records are combined into a single file with additional UnscheduledStudentMark parent elements for each course mark.

Sub Report	Logic
Independent Study Student Record - Early Education	This sub report reports records for students enrolled in courses that have an Early Education Record Type of Independent Study and an SCED Subject Area of 81 or higher within the selected calendar. To report, the Course must also have a Grading Task or Standard marked as Final and State Reported. An assessment record reports for each Teacher-Scored test assigned to the course for which the student received a score.
Direct Pay PSEO Student Course Record	This sub report includes a record for each transcript record with a Record Type of *Direct Pay PSEO* for the School Year selected in the extract editor. When more than one course record exists on the transcript with the same State Course Code, State Student ID and Site Number, these records are combined into a single file with additional CollegeMark parent elements for each course mark.

```xml
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    - <Sites>
        <SiteNumber>6</SiteNumber>
      </Sites>
      <VendorName>Infinite Campus</VendorName>
    </Header>
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        <StateCourseCode>23555</StateCourseCode>
      - <Student>
          <StateStudentId>1234567891234</StateStudentId>
          <LastName>Student</LastName>
          <FirstName>Abby</FirstName>
          <MiddleName>Jo</MiddleName>
          <Gender>F</Gender>
          <BirthDate>2005-05-27</BirthDate>
        </Student>
```

Student Course Record - XML

Student Course Record - CSV

Student Course Record - HTML

Report Layout

These report layouts report describe the data reporting in the XML format of this report. First, a header record will report, followed by the Student Section Records, which report based on the sub report logic.

> If the **Report Legal Name When Provided** is marked, Demographics fields report from Census > People > Identities > Active Identity > Protected Identity Information.

Header

Element	Description and Format	Campus Location
Unit Number	The district's identification number. *Numeric, 4 digits*	School & District Settings > District > District Information > State District Number District.number
Unit Type	The type of district. *Numeric, 2 digits*	School & District Settings > District > District Information > Type District.type
Year	The end year of the reporting year. *Date field, 4 digits, YYYY*	Scheduling & Courses > Calendar Setup > School Year Setup > End Year Calendar.endYear

Student Section Records

The sub report reporting is indicated in the XML file, as shown in *Image 2*.

- Scheduled Student Course Record Layout
- Scheduled Student Course Record - Early Education Layout
- Project Based Learning Student Course Record Layout
- Project Based Learning Student Course Record - Early Education Layout
- Independent Study Student Record Layout
- Independent Study Student Record - Early Education Layout
- Direct Pay PSEO Student Course Record Layout

Scheduled Student Course Record Layout

Element	Description and Format	Location
Site Number	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format. *Numeric, 3 digits*	School & District Settings > Schools > School Information > State School Number School.number
Academic Year Number	The academic year identification number recorded as the MCCC Year ID. *Numeric, 3 digits*	Scheduling & Courses > Calendar Setup > Schedule Structure Setup > MCCC Year ID SchoolYear.stateGeneratedYearID

Element	Description and Format	Location
Calendar Number	The district calendar identification number recorded as the MCCC Schedule ID. *Numeric, 3 digits*	Scheduling & Courses > Calendar Setup > Schedule Structure Setup > MCCC Schedule ID ScheduleStructure.stateGeneratedScheduleID
Term Type	The type of term a district or school uses to schedule courses, such as quarter, semester, etc. See the Term Type & Term Number logic section for more information. *Alphanumeric, 2 characters*	Scheduling & Courses > Calendar Setup > Term Setup > Term Type Term.stateCode
Term Number	Identifier of the term in which the course section occurs. See the Term Type & Term Number logic section for more information. *Numeric, 2 digits*	Scheduling & Courses > Calendar Setup > Term Setup > Sequence Term.seq
Marking Term Type	The State Code of the term that applies to the student mark being reported. *Alphanumeric, 2 characters*	Scheduling & Courses > Calendar Setup > Term Setup > Term Type Terms.stateCode
Marking Term Number	The term number that applies to the student mark being reported. *Numeric, 2 characters*	Scheduling & Courses > Calendar Setup > Term Setup > Terms Term.seq
Local Course Code	Identifier used by the district or school to identify each course in the local curriculum. *Alphanumeric, 4 digits*	Scheduling & Courses > Courses > Course Information > Number Course.number
Section Code	The local code identifying the section of the course. Reports the Section Number + the CalendarID. *Numeric, 6 digits*	Scheduling & Courses > Courses > Course Information > Section > Number Section.number Calendar.calendarID

Element	Description and Format	Location
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate

Element	Description and Format	Location
File Folder Number	The folder number of the teacher teaching the course. Reports the most recent active Primary Teacher prior to the Term End Date. If the primary teacher has an End Date prior to the Term End Date, reports the most recent teacher with a Role of TR. If no active teacher is found, reports the most recent inactive Primary teacher from the term. License number is reported first from the Credential > License Number field. If more than one License is found, reports the most recent. If no Credential is found, reports the employment License Number. Teachers with a section Staff History Role of NR: Not State Reported are not included in the report. *Numeric, 6 digits*	Census > People > Credentials > License > License Number; Census > People > District Employment > License Number Credential.licenseNumber
Local Mark Earned	The State Score of the score posted for the Grading Task marked as State Reported and Final. If no State Score is entered, reports Score. *Alphanumeric, 2 characters*	Student Information > General > Transcript > Score (Grading & Standards > Score Groups & Rubrics > State Score) TranscriptCourse.score
Local Credits Earned	The number of credits earned. Reports the Credit multiplied by the Credit Coefficient for the reported Score of a Grading Task marked as State Reported and Final. If multiple grading tasks are assigned to the course, the credit values are added together to report this field. *Numeric, 3 digits*	Scheduling & Courses > Courses > Course Information > Grading Task > Credit; Grading & Standards > Score Groups and Rubrics > Credit Coefficient Calculated, not dynamically stored

Element	Description and Format	Location
College Credits Earned	The college credits earned for the course. For records reporting from Transcripts, reports the value of College Credits Earned from the Transcript if Record Type on the Transcript is DPP. For records reporting from Grading Tasks, the Grading Task must be marked as State Reported, with a Code of COLLEGECREDIT, and the Course must have a Course Level or SCED Course Level of D. If so, reports Credits multiplied by the Credit Coefficient. *Numeric, 3 digits*	Scheduling > Courses > Grading Task > Credit; Grading & Standards > Grading Setup > Score Groups & Rubric Setup > Credit Coefficient Calculated, not dynamically stored
Subject Area	The subject area of the associated Credit Type. If there are multiple identical grading tasks assigned to the course, this field reports based on the Credit Type that has a Subject Area selected, that has the highest Credit value if the same, and is the first entered if the same. Reports only if the SCED Subject Area is 01, 23, 73, or 74. Otherwise reports as blank. *Numeric, 2 digits*	Grading & Standards > Grading Setup > Credit Group Setup > Subject Area CreditGroup.subjectArea
Term Type	Reports the Code selected for the Term Type for the term related to this score. *Alphanumeric, 2 characters*	Scheduling & Courses > Calendar Setup > Term Setup > Term Type Terms.stateCode
Term Number	Reports the Sequence for the term related to this score. *Numeric, 2 characters*	Scheduling & Courses > Calendar Setup > Term Setup > Term Sequence Term.seq

Element	Description and Format	Location
Rubric Levels	Reports the number of score levels in the Rubric associated with the standard. *Numeric, 2 digits*	Grading & Standards > Grading Setup > Score Group & Rubric Setup > Rubric Calculated, not dynamically stored
Standard Code	The Code entered on the Standard associated with the course. Only reports if the standard is marked as State Reported and Final. Otherwise this field is not reported. *Numeric, 2 characters*	Grading & Standards > Standards Setup > Standards Bank > Code Standard.code
Score Value	The State Score the student earned for this standard. *Numeric, 3 digits*	Scheduling & Courses > Courses > Section Grading by Student > Score OR Campus Instruction > Post Grades > Grading by Student > Score (Grading & Standards > Grading Setup > Score Group & Rubric Setup > State Score)

Term Type & Term Number Logic

Term Type	Term Number	Logic (Report when...)
Y	1	Section is taught in all terms in the term schedule.
S	1	Section is taught in any of the following scenarios: • 4 terms in the schedules, section is taught in 2 terms, and section ending term is Term 2 • 6 terms in the schedules, section is taught in 3 terms, and section ending term is Term 3 • 8 terms in the schedules, section is taught in 4 terms, and section ending term is Term 4 • 10 terms in the schedules, section is taught in 5 terms, and section ending term is Term 5

Term Type	Term Number	Logic (Report when...)
S	2	Section is taught in any of the following scenarios: • 4 terms in the schedules, section is taught in 2 terms, and section ending term is Term 3 or 4 • 6 terms in the schedules, section is taught in 3 terms, and section ending term is Term 4, 5, or 6 • 8 terms in the schedules, section is taught in 4 terms, and section ending term is Term 5, 6, 7, or 8 • 10 terms in the schedules, section is taught in 5 terms, and section ending term is Term 6, 7, 8, 9, or 10
SU	Last term section meets	Term Type is SU
State Code of latest Term of Section	Sequence of latest Term of Section	Any other scenario

Scheduled Student Course Record - Early Education Layout

Element	Description & Format	Campus Location
Site Number	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format. *Numeric, 3 digits*	School & District Settings > Schools > School Information > State School Number School.number
Academic Year Number	The academic year identification number recorded as the MCCC Year ID. *Numeric, 3 digits*	Scheduling & Courses > Calendar Setup > School Year Setup > MCCC Year ID SchoolYear.stateGeneratedYearID
Calendar Number	The district calendar identification number recorded as the MCCC Schedule ID. *Numeric, 3 digits*	Scheduling & Courses > Calendar Setup > Schedule Structure Setup > MCCC Schedule ID ScheduleStructure.stateGeneratedScheduleID

Element	Description & Format	Campus Location
Term Type	The type of term a district or school uses to schedule courses, such as quarter, semester, etc. See the Term Type & Term Number logic section for more information. *Alphanumeric, 2 characters*	Scheduling & Courses > Calendar Setup > Term Setup > Term Type Term.stateCode
Term Number	Identifier of the term in which the course section occurs. See the Term Type & Term Number logic section for more information. *Numeric, 2 digits*	Scheduling & Courses > Calendar Setup > Term Setup > Sequence Term.seq
Local Course Code	Identifier used by the district or school to identify each course in the local curriculum. *Alphanumeric, 4 digits*	Scheduling & Courses > Courses > Course Information > Number Course.number
Section Code	The local code identifying the section of the course. Reports the Section Number + the CalendarID. *Numeric, 6 digits*	Scheduling & Courses > Courses > Course Information > Section > Number Section.number Calendar.calendarID
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName

Element	Description & Format	Campus Location
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate
EE Instructional Approach Code	Code indicating the Early Education Instructional Approach. Reports the Value entered for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as NONE. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Inst. Approach and Implementation Course.eeInstApproachAndImp
EE Instructional Approach Implementation Code	Reports the Standard Code for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as X. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Inst. Approach and Implementation Course.eeInstApproachAndImp

Element	Description & Format	Campus Location
Site Based Initiative Code	Code indicating the Site-Based Initiative that the course section is a part of. Reports the Value entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as NONE. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Site-Based Initiative and Impl. Course.eeSiteBasedInitAndImp
Site Based Initiative Implementation Code	Reports the Standard Code entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as X. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Site-Based Initiative and Impl. Course.eeSiteBasedInitAndImp

Project Based Learning Student Course Record Layout

Element	Description & Format	Campus Location
Site Number	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format. *Numeric, 3 digits*	School & District Settings > Schools > School Information > State School Number School.number
State Course Code	The state identification code of the course. *Alphanumeric, 6 characters*	Student Information > General > Transcript > State Code TranscriptCourse.stateCode
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName

Element	Description & Format	Campus Location
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate
Subject Area	The subject area of the mark received. Reports the Subject Area of the associated Credit Name. Multiple Subject Areas can report if multiple Credit Names are found on the transcript record.This value is only reported for State Codes that begin with 23, 51, or 52. *Numeric, 2 digits*	Grading & Standards > Grading Setup > Credit Group Setup > Subject Area; Student Information > General > Transcript > Transcript Credit > Credit Name TranscriptCourse.creditName

Element	Description & Format	Campus Location
File Folder Number	The folder number of the teacher teaching the course. Reports the most recent active Primary Teacher prior to the Term End Date. If the primary teacher has an End Date prior to the Term End Date, reports the most recent teacher with a Role of TR. If no active teacher is found, reports the most recent inactive Primary teacher from the term. License number is reported first from the Credential > License Number field. If more than one License is found, reports the most recent. If no Credential is found, reports the employment License Number. Teachers with a section Staff History Role of NR: Not State Reported are not included in the report. *Numeric, 6 digits*	Census > People > Credentials > License > License Number; Census > People > District Employment > License Number Credential.licenseNumber
Local Mark Earned	The State Score of the score posted for the Grading Task marked as State Reported and Final. If no State Score is entered, reports Score. *Numeric*	Student Information > General > Transcript > Score (Grading & Standards > Grading Setup > Score Group & Rubric Setup > State Score) TranscriptCourse.score
Local Credits Earned	The number of credits earned for the record to the third decimal place. *Decimal, 8 characters*	Student Information > General > Transcript > Credit TranscriptCourse.creditsEarned
Rubric Levels	Reports the number of score levels in the Rubric associated with the standard. *Numeric, 2 digits*	Grading & Standards > Grading Setup > Score Group & Rubric Setup > Rubric Calculated, not dynamically stored

Element	Description & Format	Campus Location
Standard Code	The Code entered on the Standard associated with the course. Only reports if the standard is marked as State Reported and Final. Otherwise this field is not reported. *Numeric, 2 characters*	Grading & Standards > Standards Setup > Standards Bank > Code Standard.code
Score Value	The Score the student earned for this standard. *Numeric, 3 digits*	Scheduling & Courses > Courses > Section Grading by Student > Score OR Campus Instruction > Post Grades > Grading by Student > Score

Project Based Learning Student Course Record - Early Education Layout

Element	Description & Format	Campus Location
Site Number	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format. *Numeric, 3 digits*	School & District Settings > Schools > School Information > State School Number School.number
State Course Code	The state identification code of the course. *Alphanumeric, 6 characters*	Student Information > General > Transcript > State Code TranscriptCourse.stateCode
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName

Element	Description & Format	Campus Location
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate

Independent Study Student Record Layout

Element	Description & Format	Campus Location
Site Number	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format. *Numeric, 3 digits*	School & District Settings > Schools > School Information > State School Number School.number
Local Course Code	The local identification number of the course. *Numeric, 4 digits*	Student Information > General > Transcript > Number TranscriptCourse.number
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName

Element	Description & Format	Campus Location
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate
Subject Area	The subject area of the mark received. Reports the Subject Area of the associated Credit Name. Multiple Subject Areas can report if multiple Credit Names are found on the transcript record.This value is only reported for State Codes that begin with 23, 51, or 52. *Numeric, 5 digits*	Grading & Standards > Grading Setup > Credit Group Setup > Subject Area; Student Information > General > Transcript > Transcript Credit > Credit Name TranscriptCourse.creditName
File Folder Number	The folder number of the teacher teaching the course. *Numeric, 6 digits*	Student Information > General > Transcript > File Folder Number TranscriptCourse.teacherNumber
Local Mark Earned	The State Score of the score posted for the Grading Task marked as State Reported and Final. If no State Score is entered, reports Score. *Numeric*	Student Information > General > Transcript > Score (Grading & Standards > Grading Setup > Score Group & Rubric Setup > State Score) TranscriptCourse.score

Element	Description & Format	Campus Location
Local Credits Earned	The number of credits earned for the record to the third decimal place. *Decimal, 8 characters*	Student Information > General > Transcript > Credit TranscriptCourse.creditsEarned
Rubric Levels	Reports the number of score levels in the Rubric associated with the standard. *Numeric, 2 digits*	Grading & Standards > Grading Setup > Score Group & Rubric Setup > Rubric Calculated, not dynamically stored
Standard Code	The Code entered on the Standard associated with the course. Only reports if the standard is marked as State Reported and Final. Otherwise this field is not reported. *Numeric, 2 characters*	Grading & Standards > Standards Setup > Standards Bank > Code Standard.code
Score Value	The Score the student earned for this standard. *Numeric, 3 digits*	Scheduling & Courses > Courses > Course Information > Section > Grading by Student > Score OR Campus Instruction > Post Grades > Grading by Student > Score

Element	Description & Format	Campus Location
File Folder Number	The folder number of the teacher teaching the course. Reports the most recent active Primary Teacher prior to the Term End Date. If the primary teacher has an End Date prior to the Term End Date, reports the most recent teacher with a Role of TR. If no active teacher is found, reports the most recent inactive Primary teacher from the term. License number is reported first from the Credential > License Number field. If more than one License is found, reports the most recent. If no Credential is found, reports the employment License Number. Teachers with a section Staff History Role of NR: Not State Reported are not included in the report. *Numeric, 6 digits*	Census > People > Credentials > License > License Number; Census > People > District Employment > License Number Credential.licenseNumber

Independent Study Student Record - Early Education Layout

Element	Description & Format	Campus Location
Site Number	Identifies the course as district wide (000) or associated with a specific school, in which case the school number will report. This field only appears in the XML format. *Numeric, 3 digits*	School & District Settings > Schools > School Information > State School Number School.number
Local Course Code	The local identification number of the course. *Numeric, 4 digits*	Student Information > General > Transcript > Number TranscriptCourse.number

Element	Description & Format	Campus Location
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate
EE Instructional Approach Code	Code indicating the Early Education Instructional Approach. Reports the Value entered for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as NONE. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Inst. Approach and Implementation Course.eeInstApproachAndImp
EE Instructional Approach Implementation Code	Reports the Standard Code for the Inst. Approach and Implementation. If null, reports the default value if entered. Otherwise reports as X. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Inst. Approach and Implementation Course.eeInstApproachAndImp

Element	Description & Format	Campus Location
Site Based Initiative Code	Code indicating the Site-Based Initiative that the course section is a part of. Reports the Value entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as NONE. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Site-Based Initiative and Impl. Course.eeSiteBasedInitAndImp
Site Based Initiative Implementation Code	Reports the Standard Code entered for the Site-Based Initiative and Impl. If null, reports the default value if entered. Otherwise reports as X. *Alphanumeric, 5 characters*	Scheduling & Courses > Courses > Course Information > Site-Based Initiative and Impl. Course.eeSiteBasedInitAndImp
EE Instructional Minutes	Reports the sum of instructional minutes (minus lunch minutes if applicable) for each period this student's section is scheduled for. *Numeric, 4 digits*	Calculated, not dynamically stored
File Folder Number	The folder number of the teacher teaching the course. Reports the License Number from each Primary Teacher and Teacher recorded on the Section Staff History tool, excluding records marked as NR: Not State Reported. If License Number is null, reports the License Number from the Employment record. *Numeric, 6 digits*	Census > People > Credentials > License > License Number; Census > People > District Employment > License Number Credential.licenseNumber

Direct Pay PSEO Student Course Record Layout

> See the Course Setup for Direct Pay PSEO Records section below.

Element	Description & Format	Campus Location

Element	Description & Format	Campus Location
Site Number	The Minnesota Dept of Education identification code for the school. This field only appears in the XML format. *Numeric,3 digits*	Student Information > General > Transcript > School Number School.number
State Course Code	The identifier assigned to each unique course in the local curriculum. *Numeric, 4 digits*	Student Information > Transcript > State Code TranscriptCourse.stateCode
College Code	The federal identification number of the college. *Alphanumeric, 6 characters*	Student Information > General > Transcript > Federal College Number TranscriptCourse.collegeCode
State Student ID	The MARSS identification number of the student. *Numeric, 13 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Last Name	The last name of the student. *Alphanumeric, 25 characters*	Census > People > Demographics > Last Name Identity.lastName
First Name	The first name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > First Name Identity.firstName
Middle Name	The middle name of the student. *Alphanumeric, 20 characters*	Census > People > Demographics > Middle Name Identity.middleName
Suffix	The additional identifier following the student's last name. *Alphanumeric, 3 characters*	Census > People > Demographics > Suffix Identity.suffix
Gender	The gender of the student. *Alphanumeric, F or M*	Census > People > Demographics > Gender Identity.gender
Birth Date	The date of birth of the student. *Date field, 10 characters, YYYY-MM-DD*	Census > People > Demographics > Birth Date Identity.birthdate

Element	Description & Format	Campus Location
Subject Area	Identifies the subject area for the mark given. Reports the Subject Area from the associated Credit Name. Only reported for State Codes that begin with 23, 51, or 52. *Numeric, 5 digits*	Grading & Standards > Grading Setup > Credit Group Setup > Subject Area; Student Information > General > Transcript > Transcript Credit > Credit Name TranscriptCourse.creditName
College Mark Earned	The college mark awarded. *Numeric*	Student Information > General > Transcript > Score TranscriptCourse.score
College Credits Earned	The college credits earned for the course. *Decimal, 8 characters, ####.###*	Student Information > General > Transcript > College Credit Earned TranscriptCourse.secondaryCredit
College Course Code	The college course number or code. *Alphanumeric, 20 characters*	Student Information > General > Transcript > Number TranscriptCourse.courseNumber
College Course Title	The name of the college course. *Alphanumeric, 255 characters*	Student Information > General > Transcript > Name Setting Up Direct Pay PSEO Records Transcript.courseName

Course Setup for Direct Pay PSEO Records

For Direct Pay PSEO records, the Minnesota Department of Education collects:

Collected Data	Field to Populate on Course	Description
College Course Title	Name	This is pulled from the course Name field (Course.name). You should make sure to set up the course with a Name matching the college course name.

Collected Data	Field to Populate on Course	Description
State Course Code	State Code	Using the state course code description, find the state course code that best describes the course content. Do not use 23010 for the state course code. The state course codes are listed in the Minnesota Common Course Classification Catalogue.
College Credits	College Course Credit	Use this field to indicate how many college course credits this course qualifies for.
College Code	College Code	The Federal college code found in appendix F of the How to Create a Local Course Index K-12.
College Course Code	College Course Code	The registration number of the course is usually the letters of the course department and the number of the course (ENG 100)