MCCC Course Index Record (Minnesota)

Last Modified on 07/01/2025 9:49 am CDT

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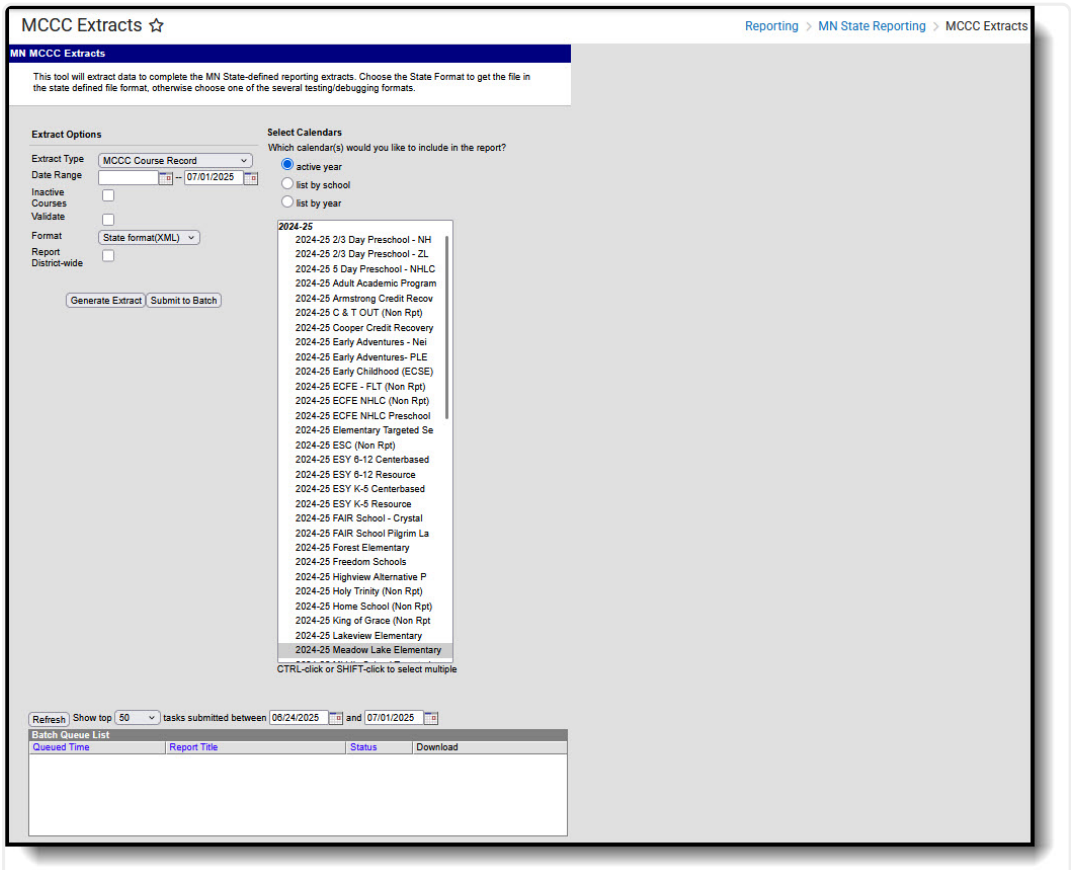
Tool Search: MCCC Extracts

The Minnesota Common Course Catalog is a course classification system designed to provide uniform information about courses provided in Minnesota schools. The MCCC Course Record Extract collects course information for courses aligned to the MCCC.



MCCC Course Record Extract Editor

Required Setup - Program Course Requirements

Course Requirements for an Academic Program are set by entering a list of course numbers in the Transcript/Course Numbers field shown below. The course numbers entered here determine how the Grade Requirement Indicator field reports. Academic Programs must also have a Code of GRAD and be marked as State Reported.

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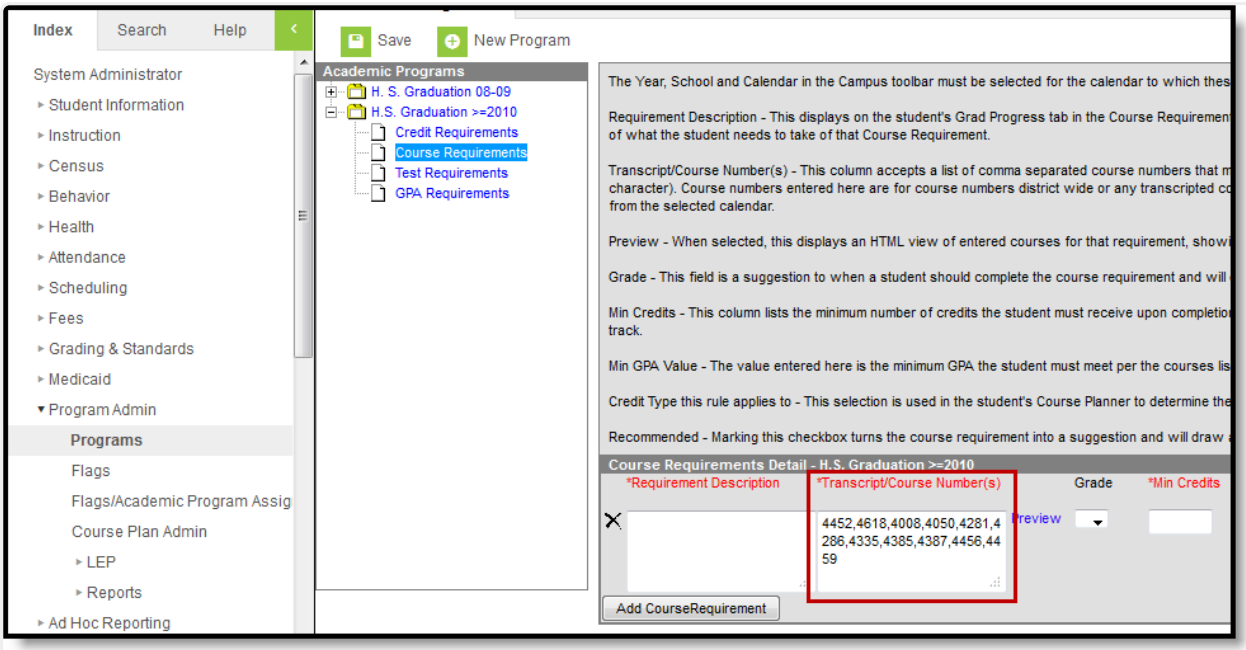

Setting Up Course Requirements in an Academic Program

Extract Examples

```
- <Header>
  - <OrganizationID>
      <UnitNumber>0281</UnitNumber>
      <UnitType>35</UnitType>
    </OrganizationID>
  - <Sites>
      <SiteNumber>045</SiteNumber>
      <SiteNumber>053</SiteNumber>
    </Sites>
    <Year>2011</Year>
  </Header>
- <CourseRecords>
  - <CourseRecord>
      <LocalCourseCode>0000</LocalCourseCode>
      <LocalTitle>Advisory</LocalTitle>
      <SiteNumber>045</SiteNumber>
      <StateCourseCode>01001</StateCourseCode>
    - <CourseLevels>
        <CourseLevel>D</CourseLevel>
      </CourseLevels>
      <StandardAddressed>A</StandardAddressed>
      <GradRequirementIndicator>false</GradRequirementIndicator>
      <EndOfCourseIndicator>false</EndOfCourseIndicator>
      <APIndicator>false</APIndicator>
      <IBIndicator>true</IBIndicator>
    </CourseRecord>
```

MCCC Course Record - State Format (XML)

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Records:5

LocalCourseCode	LocalTitle	SiteNumber	StateCourseCode	CourseLevel1	CourseLevel2	SequenceNumber	SequenceLimit	StandardAddressed
0000	Advisory	045	01001	D				A
0058	Life Skills	045	02004	B				A
0000	Advisory	053	10531	B	C	1	20	L
0001	Applied Skills	053	18053	E	D	6	20	A
0002	Applied Skills B	053	05355	A		1	1	A

MCCC Course Record - HTML Format

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	LocalCour	LocalTitle	SiteNumb	StateCour	CourseLev	CourseLev	Sequence	Sequence	StandardA	GradRequ	EndOfCou	APIndicat	IBIndicato
2	0	Advisory	45	6476	D				A	FALSE	FALSE	FALSE	TRUE
3	58	Life Skills	45	4659	B				A	FALSE	FALSE	FALSE	FALSE
4	0	Advisory	53	12345	B	C	1	20	L	FALSE	TRUE	FALSE	TRUE
5	1	Applied Sl	53	23425	E	D	6	20	A	TRUE	TRUE	FALSE	FALSE
6	2	Applied Sl	53	78654	A		1	1	A	FALSE	FALSE	FALSE	FALSE

MCCC Course Record - CSV Format

Report Logic

All active courses that have SCED Subject Area and SCED Course Identifier Code populated on the Course tool in the selected calendar will appear in the report. Courses which have the State Exclude checkbox marked will not be included in the report.

These fields are set in the NCES Data section of the Courses tool.

Early Education Subreport

An Early Education subreport generates with records for each course when the following is true:

- Course has an SCED Course Identifier selected.
- Course has an SCED Subject Area of 81 or higher.
- Course is active (unless the Inactive Courses checkbox is marked).

If more than one record is found with the same State Course Code, the record with the highest courseID reports.

For guidance in validating the XML file against your state's schema using a free, third-party

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program, see the Validating an XML File Against a Schema File article.

MCCC Course Record Layout

Element Name	Description & Format	Campus Location
Local Course Code	The identification number of the course. *Numeric, 4 digits*	Scheduling > Courses > Course > Number Course.number
Local Title	The name of the course. *Alphanumeric*	Scheduling > Courses > Course > Name Course.name
Site Number	The state school number of the school reporting the course. If Report District-wide is selected, this field will report as 000. *Numeric*	System Administration > Resources > School > State School Number School.number
State Course Code	The NCES state code of the course. *Numeric, 5 digits*	Scheduling > Courses > Course > NCES Code Course.stateCode
Course Level 1	The difficulty level of the course. *Alphanumeric, 1 character*	Scheduling > Courses > Course > Course Level Course.courseLevel1
Course Level 2	An additional description of the difficulty level of the course. *Alphanumeric, 1 character*	Scheduling > Courses > Course > Secondary Course Level Course.courseLevel2
Sequence Number	The first number selected for the SCED Sequence, indicating if the course occurs as part of a consecutive series of courses. *Numeric, 2 digits*	Scheduling > Courses > Course > SCED Sequence Course.scedSequence
Sequence Limit	The second number selected for the SCED Sequence. *Numeric, 2 digits*	Scheduling > Courses > Course > SCED Sequence Course.scedSequence

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Element Name	Description & Format	Campus Location
Standard Addressed	Indicates the type of state-reported standard(s) addressed in the course. Options are: • N: National • S: State • L: Local • C: Combination of national, state or local • A: None Addressed (or NULL) *Alphanumeric, 1 character*	Scheduling > Courses > Course > Standard Addressed Course.standardAddressed
Grad Requirement Indicator	Indicates if the course is required for graduation. Reports as true if the course is listed in a state-reported Academic Program with a Code of GRAD. Reports as true or false. *Alphanumeric, 5 characters*	Programs > Academic Programs > Program Detail > Code; Programs > Academic Programs > Program > Course Requirements > Transcript/Course Number(s) Not dynamically stored
End of Course Indicator	Indicates if the course represent the completion of state standards required for subject assessments. *Alphanumeric, 5 characters*	Scheduling > Courses > Course > End of Course Indicator Course.endOfCourseIndicator
College Course Level	Reports the SCED Course Level if there is a College Code reported. *Alphanumeric, 1 character*	Scheduling > Courses > Course > NCES > SCED Course Level Course.scedCourseLevel
College Code	The FICE/FAFSA code assigned to a post-secondary institution. *Numeric, 6 digits*	Scheduling > Courses > Course > College Code Course.collegeCode
College Course Code	The course code relating to a post-secondary institution. *Numeric, 6 digits*	Scheduling > Courses > Course > College Course Code Course.collegeCourseCode
College Course Credits	The number of post-secondary course credits assigned to the course. *Decimal, 6 characters, XXX.XX*	Scheduling > Courses > Course > College Course Credit Course.collegeCourseCredit

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Element Name	Description & Format	Campus Location
Local Description	Reports the locally-defined Description of the course. *Alphanumeric, 1500 characters*	Scheduling > Courses > Course > Description Course.description

Early Education Subreport Layout

Element Name	Description & Format	Campus Location
Local Course Code	The identification number of the course. *Numeric, 4 digits*	Scheduling > Courses > Course > Number Course.number
Local Title	The name of the course. *Alphanumeric*	Scheduling > Courses > Course > Name Course.name
Site Number	The state school number of the school reporting the course. If Report District-wide is selected, this field will report as 000. *Numeric*	System Administration > Resources > School > State School Number School.number
State Course Code	The NCES state code of the course. *Numeric, 5 digits*	Scheduling > Courses > Course > NCES Code Course.stateCode
Course Level	A description of the difficulty level of the course. *Alphanumeric, 1 character*	Scheduling > Courses > Course > Secondary Course Level Course.courseLevel2
Sequence Number	The first number selected for the SCED Sequence, indicating if the course occurs as part of a consecutive series of courses. *Numeric, 2 digits*	Scheduling > Courses > Course > SCED Sequence Course.scedSequence

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Element Name	Description & Format	Campus Location
Sequence Limit	The second number selected for the SCED Sequence. *Numeric, 2 digits*	Scheduling > Courses > Course > SCED Sequence Course.scedSequence
Standard Addressed	Indicates the type of state-reported standard(s) addressed in the course. Options are: • N: National • S: State • L: Local • C: Combination of national, state or local • A: None Addressed (or NULL) *Alphanumeric, 1 character*	Scheduling > Courses > Course > Standard Addressed Course.standardAddressed
Grad Requirement Indicator	Indicates if the course is required for graduation. Reports as true if the course is listed in a state-reported Academic Program with a Code of GRAD. Reports as true or false. *Alphanumeric, 5 characters*	Programs > Academic Programs > Program Detail > Code; Programs > Academic Programs > Program > Course Requirements > Transcript/Course Number(s) Not dynamically stored
End of Course Indicator	Indicates if the course represent the completion of state standards required for subject assessments. *Alphanumeric, 5 characters*	Scheduling > Courses > Course > End of Course Indicator Course.endOfCourseIndicator
Local Description	The first 1500 characters of the description of the course. *Alphanumeric, 1500 characters*	Scheduling > Courses > Course > Description Course.description
Curriculum/ Implementation	Currently reports as NONE.	N/A

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Element Name	Description & Format	Campus Location
Assessment Tool/ Implementation	Reports the assessment tool used and how it is implemented. Alphanumeric	Scheduling > Courses > Course > Early Education Fields > Assessment Tool and Implementation Course.eeAssessmentToolAndImp
EE Location Code	Where Early Education instruction takes place. Reports the Instruction Method/EE Location if entered or the default value if not. If no default value is entered, reports as OTHER. *Alphanumeric, 5 characters*	Scheduling > Courses > Course > Instruction Method/EE Location Course.teachingMethod
State Program Indicator	If EE State/Federal Program indicator is 1 or 3, reports as 'true.' Otherwise reports as 'false.' *Alphanumeric, 5 characters*	Scheduling > Courses > Course > Custom Data Elements > EE State/Federal Program Indicator Course.eeStateFedProgram
Federal Program Indicator	If EE State/Federal Program indicator is 2 or 3, reports as 'true.' Otherwise reports as 'false.' *Alphanumeric, 5 characters*	Scheduling > Courses > Course > Custom Data Elements > EE State/Federal Program Indicator Course.eeStateFedProgram
ABE Indicator	Reports as 'true' if the EE Adult Basic Ed (ABE) Indicator is marked or as 'false' if not. *Alphanumeric, 5 characters*	Scheduling > Courses > Course > Custom Data Elements > EE Adult Basic Ed. (ABE) Indicator Course.eeAdultBasicEd
EE Program Code	Reports the EE Program Type Code if entered, or as the default value if not. If no default value is entered, reports as null. *Alphanumeric, 4 characters*	Scheduling > Courses > Course > Custom Data Elements > EE Program Type Code *Course.eeProgram TypeCode*

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Element Name	Description & Format	Campus Location
Standard Code	The Codes of the standards assigned to the course. Reports a <StandardCode> record for each standard marked as Final and State Reported that has a Code entered. Reports 99.EB.All when standards 99.EB.1-.4 are assigned to the course. Reports as 99.E3.All when all standards 99.E3.1-.6 are assigned to the course. *Alphanumeric, 10 characters*	Grading & Standards > Standards Bank > Standards > Code Standard.code

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