Course Catalog Extract (MCC) (Maryland)

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Tool Search: Course Catalog Extract

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This report is a course classification and data collection system that contains all the courses offered in Maryland public schools. The MCC is based on the national model and the School Codes for the Exchange of Data (SCED) developed by the National Center for Education Statistics (NCES). It includes pre-kindergarten through grade 12.

Course Catalog Extract Editor

Report Logic

Reports a record for each active course number in the selected Course Catalog(s).
Courses only report once per Course Number even if the course exists more than once in a Course Catalog or in multiple catalogs.
Courses marked as inactive or exclude on the Course Master do not report.

When the **Full Catalog** checkbox is marked on the extract editor, the report returns all courses including courses with no scheduled students.

Do **NOT** mark this checkbox when creating the file for state submission.

When the **Full Catalog** checkbox is NOT marked, the report only returns courses with at least one student scheduled in the Academic Year selected on the extract editor.

Report Editor Fields

Field	Description
Course Catalog(s)	All Catalog selections and each course catalog selection if there is more than one course catalog. You may select single, multiple, and all catalogs.
Academic Year	The academic year from which data is reported. The active school year is the default selection.
File Identifier	This identifier displays after the date in the file name. **001** is the default file identifier.
Format	Determines the report's format. When submitting the final data, use CSV (State Format). For data review and testing, use HTML or TXT.
Full Catalog	This checkbox further determines which courses report. See the Report Logic section for more information. Do NOT mark this checkbox when creating the file for state submission.
Exclude Cross-Site Data	Cross-site section enrollment data is **not** included in the report when checked. • Cross-site enrollment functionality must be enabled at the district level for the checkbox to display. • Defaults to checked.
Generate Report Submit to Batch	Users can submit the report request to the batch queue by clicking **Submit to Batch** instead of **Generate Extract**. This process allows larger reports to be generated in the background without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the Batch Queue article.

Report Layout

Element	Description	Location

Element	Description	Location
AcademicYear	The current school year, reported using the end year associated with the Academic Year selected on the extract editor. *Date field, 4 characters YYYY*	School Year Setup > Active Year > End Year
LEA	The two-digit State designation of the LEA. *Alphanumeric, 2 characters*	District Information > State District Number
SCEDSubjectArea	The intended major subject category of the education course. *Alphanumeric, 2 characters*	Course Information > Course Master Info > SCED Subject Area
SCEDCourseNumber	The three-digit number for an SCED Subject Area. *Numeric, 3 digits*	Course Information > Course Master Info > SCED Course Identifier
CourseLevel	An indication of the general nature and difficulty of instruction provided throughout a course. **SCED Course Level Codes** (see table below) *Alphanumeric, 4 characters*	Course Master Information > NCES Data > SCED Course Level OR Course Information > NCES Data > SCED Course Level

Code	Name
BAS	Basic course
GTAA	Enriched or Advanced
GEN	General
HON	Honors
DE	Dual Enrollment
X	No Specified Level of Rigor

Element	Description	Location
CourseLevelCharacteristic	Additional characteristics associated with the general nature and rigor of instruction throughout a course. | Code	Name | |---|---| | **AP** | Advanced Placement | | **CTE** | Career and Technical Education | | **CTAP** | Simultaneous CTE & AP | | **IB** | International Baccalaureate | | **NA** | Not Applicable | *Alphanumeric, 4 characters*	Course Information > Course Level Characteristic
SCEDGradeSpan	The grade span for which the course is appropriate. The span is represented by a four-character code with no decimals. *Numeric, 4 digits*	Course Information > State Grade Level Low AND State Grade Level High
SCEDSequenceOfCourse	The first part in the sequence or order of a series of courses if there are multiple parts. The first number of the SCED Sequence reports. *Numeric, 2 digits*	Course Information > Course Master Info > SCED Sequence
SCEDSequenceTotal	The second part in the sequence or order of a series of courses if there are multiple parts. The second number of the SCED Sequence reports. *Numeric, 2 digits*	Course Information > Course Master Info > SCED Sequence
Filler 10	This field reports as a blank filler field.	N/A
LEACourseCode	The unique LEA assigned course code that identifies the course as noted in the LEA course catalog. *Alphanumeric, 10 characters*	Course Information > Course Master Info > Number

Element	Description	Location
LEACourseTitle	The descriptive name given to a course of study offered in a school or other institution or organization. *Alphanumeric, 55 characters*	Course Information > Course Master Info > Name
LEACourseDescription	A description of the course content and/or goals. A value is required for grades 9-12 and is options for grades PK-8. If the Description field is null, this element reports blank. *Alphanumeric, 500 characters*	Course Information > Course Master Info > NCES data > Description
Filler 14	This field reports as a blank filler field.	N/A
LEACourseCredits	The number of credits assigned to the course as defined in the LEA Course Catalog. Non-credit-bearing courses like elementary classes report as 0.00. *Numeric, 5 digits ##.##*	Course Information > Course Master > GPA Weight
CourseGradePoint AverageApplicability	An indicator of whether or not this course being described is included in the computation of the student's Grade Point Average. • **Y** reports when the GPA Weight is NOT null or 0 • **N** reports when the GPA Weight IS null or 0 *Alphanumeric, 1 character Y or N*	Course Information > GPA Weight
CourseContentStandards	Indicates the content standards used to align course curriculum and assess whether or not students meet grade level expectations. If the Course Content Standards field is null, this element reports blank. *Alphanumeric, 2 characters*	Course Information > Course Master Info > Course Content Standards
Filler 18	This field reports as a blank filler field.	N/A

Element	Description	Location
HighSchoolCourse Requirement	An indication that this course credit is required for a high school diploma. *Alphanumeric, 1 character Y or N*	Course Information > Course Master Info > Required
K12EndOfCourse Requirement	An indication that this course has an end of course examination required by the SEA or LEA. *Alphanumeric, 1 character Y or N*	Course Information > Course Master Info > End of Course Requirement
Filler 21	This field reports as a blank filler field.	N/A
Filler 22	This field reports as a blank filler field.	N/A
Filler 23	This field reports as a blank filler field.	N/A
Filler 24	This field reports as a blank filler field.	N/A
DeliveryType	The primary setting or medium of delivery for the course. *Alphanumeric, 2 characters*	Course Information > Course Master Info > Delivery Type
InstructionalLanguage	The language of instruction used to teach the program or course. *Alphanumeric, 3 characters*	Course Information > Course Master Info > Instructional Language
Filler 27	This field reports as a blank filler field.	N/A
IPEDSSchoolCodeFor InstituteOfHigherEducation	The IPEDS school code for associated higher education institutions where the college-level or dual-credit course takes place. If the IPEDS School Code is null, **None** reports. *Numeric, 6 digits*	Course Information > Course Master Info > IPEDS School Code

Example Report

AcademicYear	LEA	SCEDSubjectArea	SCEDCourseNumber	CourseLevel	CourseLevelCharacteristic	SCEDGradeSpan	SCEDSequenceOfCourse	SCEDSequenceTotal	filler10	LEACourseCode	LEACourseTitle	LEACourseDescription	filler14	LEACourseCredits	CourseGradePo
2023	123	3	231	GEN		101	1	1		00501T	Grade 1 Science	Grade 1 Science is a hands-on		0	N
2023	123	3	231	GEN		101	1	1		00501Y	Grade 1 Science	Grade 1 Science is a hands-on		0	N
2023	123	3	232	GEN		202	1	1		00502T	Grade 2 Science	Grade 2 Science is a hands-on		0	N
2023	123	3	232	GEN		202	1	1		00502Y	Grade 2 Science	Grade 2 Science is a hands-on		0	N
2023	123	3	233	GEN		303	1	1		00503T	Grade 3 Science	Grade 3 Science is a hands-on		0	N
2023	123	3	233	GEN		303	1	1		00503Y	Grade 3 Science	Grade 3 Science is a hands-on		0	N
2023	123	3	234	GEN		404	1	1		00504T	Grade 4 Science	Grade 4 Science is a hands-on		0	N
2023	123	3	234	GEN		404	1	1		00504Y	Grade 4 Science	Grade 4 Science is a hands-on		0	N
2023	123	3	235	GEN		505	1	1		00505T	Grade 5 Science	Grade 5 Science is a hands-on		0	N
2023	123	3	235	GEN		505	1	1		00505Y	Grade 5 Science	Grade 5 Science is a hands-on		0	N
2023	123	3	49	GEN		9292	1	1		00506Y	Pre-K Nature Explor	Pre-K Nature Explor is a hand		0	N
2023	123	3	49	GEN		9191	1	1		00507Y	K Nature Explor	K Nature Explor is a hands-on		0	N

Course Catalog Extract (CSV)