

## PIMS Student Course Enrollment Template (Pennsylvania)

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

Report Logic | Generate the Student Course Enrollment Template | Report Layout

Tool Search: PIMS Extracts

The Student Course Enrollment Template reports information on a student's enrollment in each course/section combination.

See the <u>PIMS Reporting</u> article for additional PIMS Reporting information.

### **Report Logic**

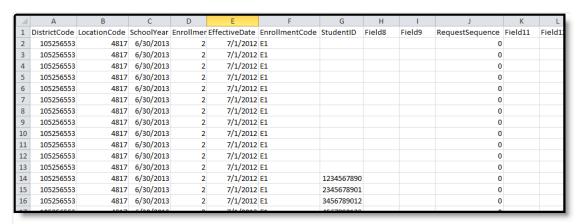
One record per calendar, student, course and section reports. All active students currently enrolled in a course/section during the time frame of the selected calendar report. Any student who had an enrollment in a course/section during the selected calendar reports. This includes students who may have an inactive enrollment at the time the report is generated.

- Inactive courses are not reported.
- Courses and Enrollments marked as Exclude are not reported.

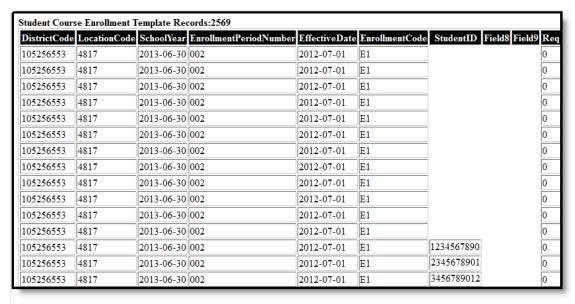
# **Generate the Student Course Enrollment Template**

- 1. Select Student Course Enrollment from the Extract Type from the dropdown list.
- Select the desired Reporting Period.
- 3. Enter the **Effective Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
- 4. Enter the **Prior Reporting Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
- 5. Select the **Format** of the extract.
- 6. If desired, select an Ad hoc Filter.
- 7. Select a **Grade** level for the extract.
- 8. Select the appropriate Calendar(s) from which to include data on the extract.
- Click the Generate Extract button or the Submit to Batch button, if available. The extract displays in the selected format.





Student Course Enrollment Template - State Format (comma delimited)



Student Course Enrollment Template - HTML Format

### **Report Layout**

Data Element	Description	Location
District Code	Reports the district number of the reporting school unless there is a different district located in the Serving District field.  Numeric, 9 digits	System Administration > Resources > District Information > State District Number  District.number



Data Element	Description	Location
Location Code	State School Number of the reporting school.  This code reports from the Location Code Override field on the student's Enrollment editor, if populated.  When the Location Code Override field is not populated, the school number field reports from the Alt School Number field on the School editor.  When both the Location Code field and the Alt School Number field are not populated, the Location Code reports from the State School Number.  Numeric, 4 digits	Student Information > General > Enrollments > State Reporting Fields > Location Code Override  Enrollment.locationCodeOverride  System Administration > Resources > School > Alt School Number, State School Number  School.altNumber School.number
School Year Date	Reports June 30 of the reporting year.  Date field, 10 characters (YYYY-06-30)	System Administration > Calendar > Calendar > Calendar Info > End Date  Calendar.endDate
Enrollment Period Number	The identification of the Marking Period entry that identifies the time period covered by the Course/Section combination. Reports 002 for all records.  Numeric, 3 digits	Scheduling > Courses > Sections > Section Editor > Section Schedule Placement



Data Element	Description	Location
Effective Date	The date on which the enrollment information becomes effective. This applies to both the enrollment activity (course adds) and withdrawal activity (course drops).  Date field, 10 characters (YYYY-MM-DD)	Scheduling > Courses > Sections > Roster > Start Date or End Date  Roster.startDate Roster.endDate
Enrollment Code	The enrollment code that indicates the type of enrollment transaction that occurred.  This field always reports a value of E1.  Alphanumeric, 6 characters	Student Information > General > Enrollments > General Enrollment Information > Start Status Enrollment.start Status
Student ID	The student's State ID.  Numeric, 10 digits	Census > People > Demographics > Person Identifiers > Student State ID  Person.stateID
Fields 8-9	These fields do not report.	N/A
Request Sequence	Distinguishes between enrollments in identical Course/Section combinations for the same student. Reports zero (0).  Numeric, 3 digits	Data not stored
Fields 11-12	These fields do not report.	N/A
Semester	Indicates if a course is offered only in semester 1 or 2, or spans the full year. Reports from the Semester field on the Section Editor, if populated; otherwise, reports from the Semester Code on the Course editor.  Alphanumeric, 2 characters	Scheduling > Courses > Course > Section > Section Editor > Semester Code  Scheduling > Courses > Course > Custom Data Elements > Semester Code  Section.semester



Data Element	Description	Location
Course Code Long	Tracks the unique, local, LEA-specific Course Code.	Scheduling > Courses > Course > Course Information > Number
Course Delivery Model Code	The method used to deliver instruction to the student for this section of the course.	Scheduling > Courses > Course > Sections > Section Editor > Section Delivery Code
	This reports first from the Section Delivery Code field on the Section editor. If that field is not populated, this reports from the Course Delivery Code field on Course Information.	Section.teacher Method
		Scheduling > Courses > Course > Course Information > Course Delivery Code
	Alphanumeric, 12 characters	Course.provider
Fields 16-19	These fields do not report.	N/A
Section Code Long	Class section number assigned by the LEA to identify distinct classes.	Scheduling > Courses > Course > Sections > Section Edition > Section Number
	Alphanumeric, 25 characters	Section.number
Fields 21-22	These fields do not report.	N/A
Dual Credit Student Take Credit	Indicates the student took the credit from the dual credit course.	Scheduling and Courses > Courses > Course Information > Dual Credit Code
	<b>Report Logic</b> : Reports when the Dual Credit Code dropdown list on the Section Student Detail is populated. When not populated, this field reports blank.	Course.dualEnrollmentCode
	Reports as Y when the Dual Credit Enrollment field on the Section Student Detail is blank or Yes. Otherwise, this field reports as N.	
	Alphanumeric, 1 character (Y or N)	



Data Element	Description	Location
Dual Enrollment Course Pass  Indicates whether or not a student passed a dual enrollment course.  Reports as Y when the Dual Credit Code dropdown is populated for the student. Otherwise, reports as N.  Reports as Y when the student has a passing score associated with the score group at the section level of the Dual Credit Code course. Otherwise, reports as N.	student passed a dual enrollment	Scheduling and Courses > Courses > Course Information > Dual Credit Code
	Course.dualEnrollmentCode	
	· ·	Calculated based on Scheduling > Courses > Sections > Grading by Student > Score
	has a passing score associated with the score group at the section level of the Dual Credit Code course. Otherwise, reports	
	Alphanumeric, 1 character (Y or N)	

#### **Previous Versions**

PIMS Student Course Enrollment Template (Pennsylvania) [.2235 and previous]