

# Student Course Enrollment Template (New Mexico)

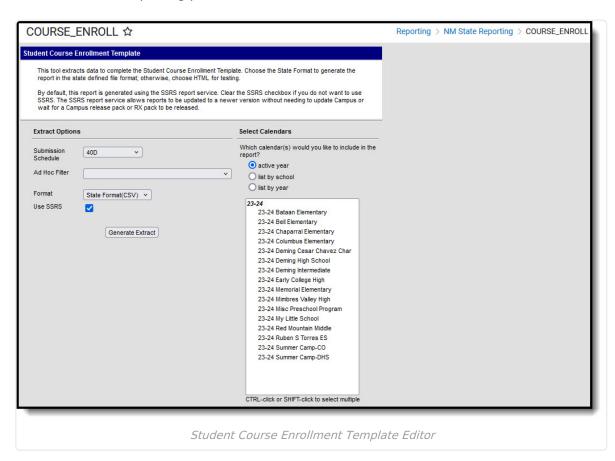
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Tool Search: COURSE ENROLL

The Student Course Enrollment Template contains information on student enrollment in each course/section combination. The Student Course Enrollment Template must be submitted for all students at each reporting period.



### **Report Logic**

- Reports all students actively on the roster on at least one day in the specific reporting range based on the Submission Schedule selected on the Extract Editor:
  - The course must have a State Code present to report.
  - The section must be scheduled at least one day in the reporting range to report.
- The Reporting Range is defined by the selected Submission Schedule.



- K5P Reports a student record for each Section in which a student was rostered on at least one instructional day at any time in the calendar/s selected
- 40D Calendar start up to & including the 2nd Wednesday of October.
- 80D Date after 2nd Wednesday of October up to & including the first M-F date in December.
- **120D** Date after first M-F date in December up to & including second Wednesday of February.
- EOY Date after the second Wednesday of February up to & including the last calendar date.
- Open Yr Round Reports one record per actively enrolled student, per course with a State Code present per section which is scheduled on the Snapshot Date selected on the extract editor.
- Students flagged No Show or State Exclude on their enrollment, in a grade level flagged State Exclude, or in a calendar flagged State Exclude do not report.
- Students marked as Home Schooled on their Enrollment do not report.

### **Report Editor**

Field	Description
Submission Schedule	The Submission Schedule for which data is being submitted to the state.
Snapshot Date	This date field is only available if the Submission Schedule is <b>Open Yr Round</b> .
Ad Hoc Filter	Ad Hoc Filters allow you to limit report results to those included in the filter. This option is useful for troubleshooting.
Format	The format in which the report will generate. Options include HTML and Comma Separated.
Use SSRS	By default, this report is generated using the SSRS report service. Clear the SSRS checkbox if you do not want to use SSRS. The SSRS report service allows reports to be updated to a newer version without needing to update Campus or wait for a Campus release pack or RX pack to be released.
Select Calendars	The calendar(s) from which data is pulled for the report.

#### **Report Example**



DistrictCode	LocationCode	SchoolYear	EnrollmentPeriod	<b>EffectiveDate</b>	EnrollmentCode	StudentID Fil	lerl F
042	005	2016-06-30	501	2015-10-01	CE	123456789	
042	005	2016-06-30	501	2015-10-01	CE	123456789	
042	005	2016-06-30	501	2015-10-01	CE	123456789	
042	005	2016-06-30	501	2015-10-01	CE	123456789	
042	005	2016-06-30	501	2015-10-01	CE	234567891	
042	005	2016-06-30	501	2015-10-01	CE	234567891	
042	005	2016-06-30	501	2015-10-01	CE	234567891	
042	005	2016-06-30	501	2015-10-01	CE	234567891	
0.40	005	2046.06.00	504	2045 40 04	C.E.	440005407	

Student Course Enrollment Template Example - HTML

## **Report Layout**

Element Name	Logic	Location
District Code	A three character district code.  Numeric, 3 digits	District Information > District Number  District.number
Location Code	The state school number.  Numeric, 5 digits	School Information >State School Number School.number
School Year	The end year of the selected calendar(s) plus the date 06-30. For example, 2016-06-30.  Date field, 10 characters YYYY-MM-DD	N/A



Element Name	Logic			Location
Enrollment Period	Indicates the reporting period that corresponds with the Submission Schedule for the extract.			N/A
	Submission Schedule	Reports	3	
	40D	501		
	80D	502		
	120D	503		
	EOY	901		
	K5P	902		
	Open Yr Round	906		
	Numeric, 3 digits			
Effective Date	Indicates the reporting period that corresponds with the Submission Schedule and Semester. The date uses the generated school year and hard coded values.			N/A
	Submission Schedule	Reports	Example	
	40D	10-01	YYYY-10- 1	
	80D	12-15	YYYY-12- 15	
	120D	03-01	YYYY-03- 01	
	EOY	06-01	YYYY-06- 01	
	K5P	09-01	YYYY-09- 01	
	Open Yr Round	07-15	YYYY-07- 15	
	Date field, 10 characters YYYY-MM-DD			



Element Name	Logic			Location
Enrollment Code	This field always reports <b>CE</b> (Course Enrollment).			N/A
	Alphanumeric, 6 characters			
Student ID	Reports the state-assigned identifier for the student.  Numeric, 9 digits			Demographics > State ID  Person.stateID
Filler 8, 9	N/A			N/A
Request Sequence	This field always reports <b>0</b> .  Numeric, 3 digits			N/A
Filler 11,	N/A			N/A
Semester	Indicates the reporting period and corresponds to the same reporting period as the Effective Date and the Enrollment Period number.			N/A
	<b>Submission Schedule</b>	Reports		
	40D	1		
	80D	2		
	120D	3		
	EOY	4		
	K5P	5		
	Open Yr Round	9		
	Numeric, 2 digits			
Course Code Long	The State Code of the course.			Course > State Code
Code Long	Numeric, 12 digits			Course.stateCode
Filler 5	N/A			N/A



Element Name	Logic	Location
Course Content Code	The Distance Learning Provider for the class. If there is not a Distance Learning Provider, this element reports blank.  • APLUS: APlus  • BLB: Blended Learning Bureau  • BYU: Digital learning  • EDCONN: EdConnection  • EDGENU: Edgenuity  • EDMENT: Edmentum  • FUELED: Fuel Ed  • IDEAL: Innovative Digital Education and Learning Online Course  • K-12: K-12 (Including A+ Instructional Materials)  • ODYSSE: Odysseyware  • OTHER: Other distance learning provider  • PROXIM: Proximity  Alphanumeric, 6 characters	Course Sections > Section > Distance Learning Provider  Section.provider
Filler 17	N/A	N/A
Special Program Code	Reports the Dual Concurrent Credit field. If there is not a Dual Concurrent Credit selected, this element reports blank.  • D: Dual Credit Course  • C: Concurrent Enrollment Course  Alphanumeric, 3 characters	Course > Dual/Concurrent Credit Course/Section > Course > Course Information > Dual/Concurrent Credit Indicator  Course.dualEnrollmentCourse
Alternate Credit Course	If this class is being offered for alternative credit, this element reports the 8-digit course number for the course it is replacing; otherwise, this element reports blank.  Numeric, 12 digits	Course/Section > Course > Course Information > Alternate Credit Course  Course.alternateCreditCode
Section Code Long	The Campus generated Section ID.  Alphanumeric, 25 characters	Course/Section > Section > Section Editor > Section ID  Section.sectionID



Element Name	Logic			Location
Course Instructor Snapshot Date	Indicates the reporting period that corresponds with the Enrollment Period and Effective Date. The date uses the current year and hard coded values.			N/A
	Submission Schedule	Reports	Example	
	40D	10-01	YYYY-10- 01	
	80D	12-15	YYYY-12- 15	
	120D	03-01	YYYY-03- 01	
	EOY	06-01	YYYY-06- 01	
	K5P	09-01	YYYY-09- 01	
	Open Yr Round	07-15	YYYY-07- 15	
	Date field, 10 character YYYY-MM-DD			
Course Section	HTML Only Reports the concatenated course number AND section number only in the HTML output.			Course/Section > Course > Course Number Course/Section > Section > Section Number
				Course.number Section.number