

**Kansas Course Code Management System (KCCMS) 2017-2018**  
**Export File Specifications (From KSDE to Districts)**  
**Detail Record Layout**

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
C1	Organization Identification Number	5	Alphanumeric	For <b>Public School Districts</b> , the unique number that has been assigned to the district by the state: Example: D0437  For <b>Private Schools</b> , the unique number that has been assigned to the school by the state: Example: 8565
C2	Local Subject Area	100	Alphanumeric	The general content area under which this course would fall, as designated by the school district. Example: MATH
C3	Local Subject Area Code	2	Alphanumeric	The code assigned to the subject by the local district. Example: 03
C4	Local Course Identifier	50	Alphanumeric	The identifier designated by the local district for the course. Example: Algebra I or 1234
C5	Local Course Title	100	Alphanumeric	The title designated by the local district for the course. Example: Introduction to Algebra or Algebra II
C6	Local Course Descriptor	2000	Alphanumeric	The description provided by the local district for the course. <b>Carriage returns and linefeeds will not be included.</b>
C7	Course Level	1	Alphanumeric	The Level associated with the course offered.  Valid values are: <b>B</b> = Basic/Remedial <b>G</b> = General <b>E</b> = Enriched/Advanced <b>H</b> = Honors <b>X</b> = No specified level for rigor.
C8	Credits	4	Numeric	The number of credits a student earns for completing the course. Valid range: 0.00 – 9.99 Example: 1.00

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Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
<b>C9</b>	Sequence	1	Numeric	The Sequence field combined with “C10, Sequence Total” describes the manner in which school systems may “break up” increasingly difficult or more complex course information. The sequence represents the part of the total. Valid range: 1-9
<b>C10</b>	Sequence Total	1	Numeric	The total number of classes offered in a series of classes. See C9, Sequence. Valid range: 1-9.
<b>C11</b>	Grade Level	2	Alphanumeric	The Grade Level or primary instructional level of a course in a school or an educational institution during a given academic session.  Note: For C13: Delivery Type – M = Self-contained Multi Grade classrooms, the grade level to select would be for the lowest grade.  Valid values are: 00 = Special Education Infant/Toddler 01 = 3-Yr-Old Preschooler 02 = 4-Yr-Old Preschooler 03 = 5-Yr-Old Preschooler 04 = Four-Year-Old At-Risk 05 = Kindergarten 06 = First Grade 07 = Second Grade 08 = Third Grade 09 = Fourth Grade 10 = Fifth Grade 11 = Sixth Grade 12 = Seventh Grade 13 = Eighth Grade 14 = Ninth Grade 15 = Tenth Grade 16 = Eleventh Grade

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				17 = Twelfth Grade
<b>C12</b>	Targeted Program	1	Alpha	<p>This is an indicator that the course is funded specifically for the benefit of the subgroup indicated (e.g. SPED, ESOL) and the majority of students in the course are members of the subgroup. In some instances, other students may also participate in the course.</p> <p>Valid values:  <b>G</b> = General, the default value, means this course is not funded by any program  <b>S</b> = Special Education  <b>E</b> = ESOL  <b>M</b> = Migrant  <b>A</b> = At-Risk</p>
<b>C13</b>	Delivery Type	1	Alpha	<p>The primary mode of delivery used for the course.</p> <p>Valid values are:  <b>V</b> = Virtual  <b>D</b> = Distance Learning  <b>G</b> = General  <b>M</b> = Self-contained Multi  <b>S</b> = Self-contained Single</p>
<b>C14</b>	College/Career	1	Alpha	<p>An indicator of whether the course is approved by the state for CTE credit or dual credit. CTE program/pathways are organized around specific knowledge and skills and based on a group of occupations. They are a coherent, articulated sequence of rigorous academic and career related courses, commencing in eighth or ninth grade and leading to an associate degree, an industry-recognized certificate or licensure, and/or a baccalaureate degree.</p> <p>Valid values:  <b>N</b> = Not dual credit  <b>D</b> = Dual credit (college/high school)</p>

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				<b>T</b> = CTE NOT part of an approved Program or Pathway <b>R</b> = CTE dual credit course NOT part of an approved Program or Pathway <b>F</b> = CTE credit in an approved and funded program/pathway for which a student receives only high school credit <b>X</b> = CTE credit in an approved but unfunded program/pathway for which a student receives only high school credit <b>L</b> = CTE Credit NOT funded in an approved program/pathway and college credit <b>C</b> = CTE credit funded in an approved program/pathway and college credit
<b>C15</b>	Qualified Admissions Year	4	Numeric	The school year the mapped course was approved for qualifying admissions by KS DE. Format = YYYY Example: 2016
<b>C16</b>	Qualified Admissions	1	Alpha	E = This course meets the standards for an “Elective” Qualified Admissions course.  Q = This course meets the standards for Qualified Admissions.  N = No, this course <u>does not meet</u> the standards for <u>any</u> Qualified Admissions or Elective courses.
<b>C17</b>	State Subject Area	100	Alphanumeric	One of the defined Kansas subject areas.  <b><u>Valid State Subject Area values for 01 – 22 and 30 – 45 (High School) are:</u></b> English Language and Literature Mathematics Life and Physical Sciences Social Sciences and History Fine and Performing Arts World Language and Literature Religious Education and Theology Physical, Health, and Safety Education

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				Military Science Computer and Information Sciences Communications and Audio/Visual Technology Business and Marketing Manufacturing Health Care Sciences Public, Protective, and Government Service Hospitality and Tourism Architecture and Construction Agriculture, Food, and Natural Resources Human Services Transportation, Distribution and Logistics Engineering and Technology Miscellaneous  Art, Av Technology, and Communications Cluster Information Technology Cluster Business Management and Administration Cluster Finance Cluster Hospitality and Tourism Cluster Marketing Cluster Health Sciences Cluster Agriculture, Food, and Natural Resources Cluster Architecture and Construction Cluster Manufacturing Cluster Transportation, Distribution, and Logistics Cluster Science, Technology, Engineering, and Mathematics Cluster Education and Training Cluster Government and Public Administration Cluster Law, Public Safety, and Security Cluster Human Services Cluster  <b><u>Valid State Subject Area values for 51 – 72 (Middle School/Jr. High) are:</u></b>

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Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
				English Language and Literature Mathematics Life and Physical Sciences Social Sciences and History Fine and Performing Arts World Language and Literature Religious Education and Theology Physical, Health, and Safety Education Military Science Computer and Information Science Communications and Audio/Visual Technology Business and Marketing Manufacturing Health Care Sciences Public, Protective, and Government Service Hospitality and Tourism Architecture and Construction Agriculture, Food, and Natural Resources Human Services Transportation, Distribution and Logistics Engineering and Technology Miscellaneous  <u><b>Valid State Subject Area values for 80 – 90 and 92 (Elementary) are:</b></u> Elementary Self-Contained English Language and Literature Mathematics Life and Physical Sciences Social Sciences and History Fine and Performing Arts World Language and Literature Religious Education and Theology Physical, Health, and Safety Education

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				Early Childhood Computer and Information Science Miscellaneous
<b>C18</b>	State Subject Area Code	2	Numeric	The state subject area code associated with the course.  Valid values are: 01 – 22 (High School), 51 – 72 (Middle School/Jr. High), 80 – 90, and 92 (Elementary).
<b>C19</b>	State Course Identifier	3	Numeric	The appropriate state course number which corresponds to the local course identifier. Example: 058
<b>C20</b>	State Course Title	100	Alphanumeric	The title designated by the State for the course. Example: Botany
<b>C21</b>	State Course Descriptor	2000	Alphanumeric	The description provided by the State for the course.
<b>C22</b>	Effective Date	10	Alphanumeric	mm/dd/yyyy format
<b>C23</b>	Expiration Date	10	Alphanumeric	mm/dd/yyyy format

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**Revision History**

<u>Version</u>	<u>Author</u>	<u>Date</u>	<u>Comments</u>
V8.00	Brett Dietz	08/16/2017	Copied 2015-2016 file specification document over to 2016-2017 SY. No changes were made from previous year.