Kansas Course Code Management System (KCCMS) 2012-2013
Export File Specifications (From KSDE to Districts)
Detail Record Layout (Pipe-Delimited File)

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
C1	Organization Identification Number	5	Alphanumeric	For **Public School Districts**, the unique number that has been assigned to the district by the state: Example: D0437 For **Private Schools**, 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. **Carriage returns and linefeeds will not be included.**
C7	Course Level	1	Alphanumeric	The Level associated with the course offered. Valid values are: **B** = Basic/Remedial **G** = General **E** = Enriched/Advanced **H** = Honors **X** = 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
C9	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.

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
				Valid range: 1-9
C10	Sequence Total	1	Numeric	The total number of classes offered in a series of classes. See C9, Sequence. Valid range: 1-9.
C11	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 17 = Twelfth Grade
C12	Targeted Program	1	Alpha	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.

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
				Valid values: **G** = General, the default value, means this course is not funded by any program **S** = Special Education **E** = ESOL **M** = Migrant **A** = At-Risk
C13	Delivery Type	1	Alpha	The primary mode of delivery used for the course. Valid values are: **V** = Virtual **D** = Distance Learning **G** = General **M** = Self-contained Multi **S** = Self-contained Single
C14	College/Career	1	Alpha	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. Valid values: **N** = Not dual credit **D** = Dual credit (college/high school) **T** = CTE NOT part of an approved Program or Pathway **R** = CTE dual credit course NOT part of an approved Program or Pathway **F** = CTE credit in an approved and funded program/pathway for which a student receives only high school credit **X** = CTE credit in an approved but unfunded program/pathway for which a student receives only high school credit

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
				C = CTE credit in an approved and funded program/pathway for which a student receives college credit **L** = CTE Credit NOT funded in an approved program/pathway and college credit **E** = CTE Exploratory course NOT funded in an approved program/pathway (for both 7th and 8th grade only). .
C15	Qualified Admissions	1	Alpha	Y = Yes, this course meets the standards for Qualified Admissions N= No, this course <u>does not meet</u> the standards for Qualified Admissions
C16	State Subject Area	100	Alphanumeric	One of the defined Kansas subject areas. **<u>Valid State Subject Area values for 01 – 22 and 30 – 45 (High School) are:</u>** 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 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

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
				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 **Valid State Subject Area values for 51 – 72 (Middle School/Jr. High) are:** 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

Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
				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>Valid State Subject Area values for 80 – 90 and 92 (Elementary) are:</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 Early Childhood Computer and Information Science Miscellaneous
C17	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).
C18	State Course Identifier	3	Numeric	The appropriate state course number which corresponds to the local course identifier. Example: 058
C19	State Course Title	100	Alphanumeric	The title designated by the State for the course. Example: Botany

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Field Ref #	Field Name	Maximum Length	Format Details	Comments/Values
C20	State Course Descriptor	2000	Alphanumeric	The description provided by the State for the course.
C21	Effective Date	10	Alphanumeric	mm/dd/yyyy format
C22	Expiration Date	10	Alphanumeric	mm/dd/yyyy format

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Revision History

Version	Author	Date	Comments
v1.00	John Price	04/03/2012	Copied 2011-2012 file format over to 2012-2013.
v1.00	John Price	04/27/2012	Changed C15 Pending to C15 Qualified Admissions with the following values and comments. Y = Yes, this course meets the standards for Qualified Admissions N = No, this course does not meet the standards for Qualified Admissions