



# STUDENT GRADES



## STUDENT GRADES

The Student Grades template is used to collect information regarding courses students in grade levels prekindergarten through 12 completed during a particular school year. Exclude information pertaining to courses started but not completed. Records for summer school must be submitted in a separate file containing only Student Grades records for courses completed during summer school.

A Student template must first be submitted for each student appearing in a Student Grades template or the data loading process will reject the record.

### \* **County District Number [Student Grades: District Code (1)]**

This is the number assigned to your school district/system by NDE and should include a hyphen ("-") between county number and district number (example: XX-XXXX). The number is based on the county in which the district/system headquarters is located and an assigned district number. This is a key field; a value must be supplied for each record or the data loading process will reject the record. The County District Number can be obtained from the Education Directory Search (<http://educdirsrc.education.ne.gov>).

### \* **School Number [Student Grades: Location Code (2)]**

#### *Courses completed during regular school year*

Provide the School of Membership (see definitions, page 1) for the student. The three-digit School Number can be obtained from the Education Directory Search (<http://educdirsrc.education.ne.gov>). This is a key field; a value must be supplied for each record or the data loading process will reject the record.

#### *Courses completed during summer school*

Provide the literal "000". Only summer school courses completed by students assigned to grades 9, 10, 11, or 12 are to be included. Records for summer school must be submitted in a separate file containing only Student Grades records for courses completed during summer school. This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

### \* **School Year [Student Grades: School Year Date (3)]**

Provide the literal "2016-06-30". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

### **NDE Staff ID [Student Grades: Evaluator 1 Staff ID (7)]**

#### *Courses completed during regular school year*

Provide the 10 digit Nebraska Department of Education Staff identifier corresponding to the teacher of this course.

#### *Courses completed during summer school*

Leave this field blank; records will be rejected if this field is not blank. Only summer school courses completed by students assigned to grades 9, 10, 11, or 12 are to be included. Records for summer school must be submitted in a separate file containing only Student Grades records for courses completed during summer school.

### \* **NDE Student ID [Student Grades: Student ID (8)]**

Provide the 10 digit Nebraska Department of Education Student Identifier. This is a key field; a value must be supplied for each record or the data loading process will reject the record. This ID is validated against the Nebraska Uniq-ID system during the File Validation process.



**\* Marking Period [Student Grades: Marking Period Number (9)]**

Provide the literal "0". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

**Course Grade [Student Grades: Alpha Grade (11)]**

Provide the appropriate code reflecting the course grade earned in this course by this student if assigned to grades 9, 10, 11, or 12. Provide the literal "0" for all students in grades prekindergarten through grade 8. Note that plus (+) and minus (-) values are invalid.

Code	Description
A	
B	
C	
D	
F	Fail
P	Student received a passing mark for a pass or fail course
NP	Student received a not passing mark for a pass or fail course
0	Not applicable



**\* Semester [Student Grades: Supplementary Course Differentiator (22)]**

*Courses completed during regular school year*

Provide the appropriate code reflecting when the course was offered and the length of the course. This is a key field; a value must be supplied for each record or the data loading process will reject the record.

Code	Description	Course lasting approximately		
YL	Year-long course	180 days	36 weeks	All year
S1	First semester course	90 days	18 weeks	1/2 of the year
S2	Second semester course			
T1	First trimester course	60 days	12 weeks	1/3 of the year
T2	Second trimester course			
T3	Third trimester course			
Q1	First quarter course	45 days	9 weeks	1/4 of the year
Q2	Second quarter course			
Q3	Third quarter course			
Q4	Fourth quarter course			
H1	First hexter course	30 days	6 weeks	1/6 of the year
H2	Second hexter course			
H3	Third hexter course			
H4	Fourth hexter course			
H5	Fifth hexter course			
H6	Sixth hexter course			

*Courses completed during summer school*

Provide the value of "SS" (Summer school course) indicating this is a summer school course. This is a key field; a value must be supplied for each record or the data loading process will reject the record. Only summer school courses completed by students assigned to grades 9, 10, 11, or 12 are to be included. Records for summer school must be submitted in a separate file containing only Student Grades records for courses completed during summer school.

Code	Description
SS	Summer school course

**\* Course Code [Student Grades: Course Code Long (26)]**

Provide the code corresponding to this course. See *Course Codes and Clearing Endorsements* on the NSSRS Resources web page at <http://www.education.ne.gov/nssrs/Resources.html> for a list of valid values. For example, the Course Code for the course titled "College Personal Financial Management" is "033002". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

**\* Section Code [Student Grades: Section Code Long (27)]**

Provide the district-assigned code that uniquely identifies this specific instance of a course. The maximum length of Section Code is 25 alphanumeric characters and this field is case-sensitive (i.e. "Spanish I" will be seen as different from "Spanish I"). This is a key field; a value must be supplied for each record or the data loading process will reject the record.



**Dual Credit Code [Student Grades: Dual Credit Code (32)]**

Provide the code indicating if the student earned both high school and postsecondary credit for this course.

Code	Description	Explanation of Use
0	Not Applicable	This course is not eligible for dual credit.
1	Yes	This course is eligible for dual credit and the student earned both high school and postsecondary credit.
2	No	This course is eligible for dual credit but the student did not earn both high school and postsecondary credit.

**Controlling District Code [Student Grades: Evaluator 1 Controlling District Code (33)]**

*Courses completed during regular school year*

Provide the County District Number associated with the NDE Staff ID [Student Grades: Evaluator 1 Staff ID (7)] provided. In most cases, Controlling District Code will match the County District Number [Student Grades: District Code (1)] value provided, but can be different when reporting staff for whom another district, or an Educational Service Unit, holds the contract. If another district or an Educational Service Unit holds the contract, provide that district or ESU's County District Number. Provide the literal "00-0000" if the NDE Staff ID [Student Grades: Evaluator 1 Staff ID (7)] provided is a staff person from an agency that does not report staff data to NDE (i.e., postsecondary or contracted service providers).

*Courses completed during summer school*

Leave this field blank; records will be rejected if this field is not blank. Only summer school courses completed by students assigned to grades 9, 10, 11, or 12 are to be included. Records for summer school must be submitted in a separate file containing only Student Grades records for courses completed during summer school.



**Course Delivery Model [Student Grades: Course Delivery Model (42)]**

Provide the code indicating the method used to deliver instructions for this course.

Code	Description	Explanation of Use
0	Classroom – Not Career Academy	Most courses will be coded with this code. Those courses offered in a regular classroom within the school or at an alternative classroom site. Teacher and students are co-located in the classroom.
1	Synchronous – Not Career Academy	[10-004.04D1] Synchronous Course Option: Synchronous courses are those multi-site or distance learning courses in which the teacher and student(s) are simultaneously present; can both see and hear one another; and questions may be answered and instructional accommodations made immediately. This includes: <ul style="list-style-type: none"> <li>• Teacher Sharing [10-004.04D1a]</li> <li>• Interactive Audio-Visual Options [10-004.04D1b]</li> </ul>
2	Asynchronous – Not Career Academy	[10-004.04D2] Asynchronous Course Options: Asynchronous courses are those multi-site or distance learning courses in which communication between teacher and student is delayed, as are the cases, for example, with written correspondence courses and many computer-delivered courses.
3	Career Academy Synchronous	Career Academy Courses approved by NDE: Multi-site or distance learning courses in which the teacher and student(s) are simultaneously present; can both see and hear one another; and questions may be answered and instructional accommodations made immediately. This includes: <ul style="list-style-type: none"> <li>• Teacher Sharing</li> <li>• Interactive Audio-Visual Options</li> </ul> <b>Note: Only NDE Rule 47 Career Academies can use this code</b>
4	Career Academy Asynchronous	Career Academy Courses approved by NDE: Those multi-site or distance learning courses in which communication between teacher and student is delayed, as are the cases, for example, with written correspondence courses and many computer-delivered courses. <b>Note: Only NDE Rule 47 Career Academies can use this code</b>
5	Career Academy In Classroom	Career Academy Courses approved by NDE: Those courses offered in a regular classroom within the school or at an alternative classroom site. Teacher and students are co-located in this classroom. The class may include students from multiple districts. <b>Note: Only NDE Rule 47 Career Academies can use this code</b>
6	Iowa School for the Deaf Courses	Courses provided to Nebraska Students attending the Iowa School for the Deaf. These students should remain in membership of the resident district. The NDE Staff ID reported should be the case manager for the student’s Individualized Education Plan.



## PROGRAMS FACT: Career Education

Type of Program	When included in Programs Fact
Career Education	Expected at year-end.

Career Education Programs Fact data is collected to support the federal reporting of the Carl D. Perkins Career and Technical Education Act.

Key considerations when reporting the Career Education: Programs Fact template data:

- Data submission includes all grades 7-12 in schools that offer career education courses.
- Career Education Participants are determined during the current program year (July 1, 2015 – June 30, 2016) only.
- Concentrators are determined by evaluating the course sequences of the student throughout the 9-12 high school experience in specific program areas.
- No students can concentrate in CEFOUND Programs Code.
- Students may have multiple Programs Fact records if participating and/or concentrating in more than one Programs Code.
- Although students may only concentrate in an approved program of study, students may be considered participants in courses not part of an approved program of study.

For more information and resources on definitions, crosswalks, and other resources please visit the Perkins Accountability Resources at <http://www.education.ne.gov/nce/Accountability/Secondary/>.

A Student template must first be submitted for each student appearing in a Programs Fact template or the data loading process will reject the record.

### \* County District Number [Programs Fact: District Code (1)]

This is the number assigned to your school district/system by NDE and should include a hyphen ("-") between county number and district number (example: XX-XXXX). The number is based on the county in which the district/system headquarters is located and an assigned district number. This is a key field; a value must be supplied for each record or the data loading process will reject the record. The County District Number can be obtained from the Education Directory Search (<http://educdirsrc.education.ne.gov>).

### School Number [Programs Fact: Program Location Code (2)]

Provide the School of Membership (see definitions, page 1) for the student. The three-digit School Number can be obtained from the Education Directory Search (<http://educdirsrc.education.ne.gov>).

### \* School Year [Programs Fact: School Year Date (3)]

Provide the literal "2016-06-30". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

### \* NDE Student ID [Programs Fact: Student ID (4)]

Provide the 10 digit Nebraska Department of Education Student Identifier. This is a key field; a value must be supplied for each record or the data loading process will reject the record. This ID is validated against the Nebraska Uniq-ID system during the File Validation process.



**\* Programs Code [Programs Fact: Programs Code (5)]**

Use the appropriate Programs Code from the list below. This is a key field; a value must be supplied for each record or the data loading process will reject the record. There may be multiple Programs Fact records if a student participates in more than one Program. For a course crosswalk and other resources related to the Programs Codes visit

<http://www.education.ne.gov/nce/Accountability/Secondary/>.

Code	Description
CEAGFNRS	Career Education: Agriculture, Food, and Natural Resources Systems
CEARCCON	Career Education: Architecture and Construction
CEAVCOMM	Career Education: Arts, Audio/Visual, and Communication
CEBUSMGT	Career Education: Business Management and Administration
CEEDUCAT	Career Education: Education and Training
CEFINANC	Career Education: Finance
CEFOUND	Career Education: Foundational, Exploratory, Career Development, or Other
CEGOVTPA	Career Education: Government and Public Administration
CEHEALTH	Career Education: Health Sciences
CEHSPTOR	Career Education: Hospitality and Tourism
CEHUMAN	Career Education: Human Services
CEINFOTE	Career Education: Information Technology
CELPSSC	Career Education: Law, Public Safety, Security, and Corrections
CEMANUFA	Career Education: Manufacturing
CEMARKET	Career Education: Marketing
CESTEM	Career Education: Science, Technology, Engineering and Mathematics (STEM)
CETDWL	Career Education: Transportation, Distribution, Warehousing, and Logistics

**\* Beginning Date [Programs Fact: Program Start Date (6)]**

Provide the date in YYYY-MM-DD format representing the first day of the school year. This is a key field; a value must be supplied for each record or the data loading process will reject the record. The data loading process will check for valid dates.



**Technical Skill Attainment [Programs Fact: Exit Reason Code 3 (15)]**

Technical Skill Attainment must be provided for Career Education Concentrators and Career Education Concentrators with Postsecondary (i.e., Participation Info Code [Programs Fact:Pgm Participation Info Code (18)] values of CE0003 (Career Education Concentrator) or CE0004 (Career Education Concentrator with Postsecondary)).

The methodology used to determine Technical Skill Attainment for concentrators may vary by individual and program area. Choose the highest rated method (using the rank of rigor scale) for each concentrator reported. For a more detailed description of the methodologies please visit <http://www.education.ne.gov/nce/Accountability/Secondary/>.

Leave this field blank for all other Career Education participants.

Unlike all other non-key fields, the Technical Skill Attainment field cannot be updated after a value has been provided. The NDE Helpdesk must be contacted to delete the previously submitted record if the Technical Skill Attainment value must be changed.

Code	Rank of Rigor (A = highest)	Description
CE0001	A	Met Technical Skill Attainment through Industry Certification
CE0002	B	Met Technical Skill Attainment through third party assessment
CE0003	D	Met Technical Skill Attainment through Locally developed criterion
CE0004	F	Did not meet Technical Skill Attainment
CE0005	C	Met Technical Skill Attainment through dual credit and/or articulated courses
		Left <b>blank</b> for Career Education Participant or Career Education Participant with Postsecondary (NOTE: A Technical Skill Attainment code of "0" is invalid)



**Participation Info Code [Programs Fact: Pgm Participation Info Code (18)]**

Provide additional information regarding the student's level of participation in the program.

Code	Description
CE0001	Career Education Participant
CE0002	Career Education Participant with Postsecondary
CE0003	Career Education Concentrator
CE0004	Career Education Concentrator with Postsecondary
	<ul style="list-style-type: none"> <li>• Only one Participation Info Code [Programs Fact: Pgm Participation Info Code (18)] value is required for each Career Education Programs Code [Programs Fact: Programs Code (5)].</li> <li>• CE0002 (Career Education with Postsecondary), CE0003 (Career Education Concentrator), and CE0004 (Career Education Concentrator with Postsecondary) will be included in Career Education Participant counts.</li> <li>• CE0003 (Career Education Concentrator) and CE0004 (Career Education Concentrator with Postsecondary) will both be included in Career Education Concentrator counts.</li> <li>• Multiple Programs Fact records are submitted for a Career Education student only when multiple Programs Code [Programs Fact: Programs Code (5)] are applicable, in which case the Participation Info Code [Programs Fact: Pgm Participation Info Code (18)] corresponding to each record may be different.</li> <li>• "...with Postsecondary" includes tech prep, dual credit and articulation.</li> </ul>



### Course Delivery Model [Student Grades: Course Delivery Model (42)]

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