Illinois State Board of Education

Student Information System (SIS)
Student Course Assignment
Notice – This Webinar is being Recorded

This webinar is being recorded. Please do not provide any student, personal or vendor information.
Agenda

- Welcome/Introductions
- Webinar Tips
- Transcript Coding Project Review
- SIS Student Course Assignment
- Key Dates
- Next Steps
- Where to Direct Questions
- Questions
Welcome/Introductions

- **ISBE Key Team Members**
  - Connie Wise: Assistant Superintendent – SIS Project Manager
  - Terry Chamberlain: Division Administrator – Data Systems
  - Marica Cullen: Division Administrator – Curriculum and Instruction
  - Mark Williams: Division Administrator – Career and Technical Education
  - Gail Lieberman: Consultant, Curriculum and Instruction
  - Dora Welker: Principal Consultant – Career and Technical Education

- **IBM Key Team Members**
  - Howard Hammel: Project Manager
  - Adam Lowery: Lead Business Analyst
  - Jeremy Schoen: Business Analyst
Webinar Tips

- **Tips for Listening**
  - Computer speakers should be turned on
  - Headset should be connected to a computer
  - Telephone should be set to mute during the webinar

- **Tips for Speaking**
  - Make sure you have a microphone plugged in or the computer you are using has a microphone before raising your hand
  - Make sure all audio settings in the computer are un-muted and speakers are turned down before talking

- **Question & Answer**
  - Question & Answer session will be held at the end of the Webinar
  - Use appropriate indicator to “raise your hand” if you have questions
  - All text messages are logged
  - Text questions will be posted in a Q&A document after the Webinar; Webinar will be posted after completion
  - If you are using a phone, the audio pin number must be typed in correctly before you can talk

- **Troubleshooting**
  - If you are disconnected from the Webinar at any time, you can click the link that was provided to you in your email or you can re-register for the Webinar to gain access
  - If you are listening via phone and close out of the Webinar on your computer, you will be disconnected
Transcript Coding Project Review

P-20 Longitudinal Education Data System Act (Public Act 96-107) requires Illinois to do the following:

- Implement all of the America COMPETES Act elements
- Support a broad array of state and LEA education functions
- Collect postsecondary data
- Establish a framework for data sharing to support research evaluation consistent with privacy protection laws
- Set a long-term vision for the state’s education data system
Transcript Coding Project Review

- Federal Requirements
  - America COMPETES Act – collect additional data elements including transcript-level data linked to unique student identifier
  - State Fiscal Stabilization Funds (approved Phase I and Phase II Illinois Applications to US Department of Education) – assure continued work on collection and use of individual student transcript-level data.
Transcript Coding Project Review

- State Law at 105 ILCS 13/15 (6)
  - Student - level transcript information, including information on courses completed and grades earned, from middle and high schools. ISBE shall establish a statewide course classification system.
  
  - Each school district and charter school shall map its course descriptions [crosswalk] to the statewide course classification system for the purposes of State reporting. School districts and charter schools are not required to change or modify the locally adopted course descriptions used for all other purposes.
  
  - ISBE shall establish or contract for the establishment of a technical support and training system to assist schools and districts with the implementation of this item and shall to the extent possible, collect transcript data using a system that permits automated reporting from district student information systems (SIS).
Transcript Coding Project Review

- Transcript Coding Project Webpage
  [http://www.isbe.net/ILDS/htmls/transcript.htm](http://www.isbe.net/ILDS/htmls/transcript.htm)

  - Transcript Coding Project Orientation Webinar - October 4, 2010

  - Secondary Course Catalog

  - Secondary Course Alignment Tool

  - Transcript Coding Project Training Dates and Registration

  - Transcript Coding Project Final Webinar - November 16, 2010
SIS Student Course Assignment

- Student Course Assignment can be added or updated via the following:
  - Online
  - Batch

- Only the Home District can submit Student Course Assignment data

- Student does not need to be actively enrolled at the time of submission

- Submission of Student course assignment data will begin in school year 2011 (February 1, 2011)
  - No student course assignments prior to school year 2011 (Earliest Student Course Start Date 07/01/2010)
SIS Student Course Assignment

- Home school can view all Student Course Assignment data for the enrollment where they are identified as the Home School.

- The current Home School (Active Enrollment) can view all Student Course Assignments.
  - Once the student is enrolled all past assignments can be viewed.

- Serving school can only see courses on students for which they are serving.
SIS Student Course Assignment

- Student Course Assignment Validations
  - The student must have a valid Enrollment record with the following matching elements for a Student Course Assignment record to be added or updated:
    - Home RCDTS
    - Serving RCDTS
    - School Year

  - The Student Course Start Date must be equal to or greater than the student’s Enrollment Date

  - The Student Course End Date must be equal to or less than the student’s Exit Enrollment Date
## Student Course Assignment - File Format

<table>
<thead>
<tr>
<th>Field</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>SID</td>
<td>Mandatory</td>
</tr>
<tr>
<td>SAP ID</td>
<td>Optional</td>
</tr>
<tr>
<td>Student Last Name</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Student First Name</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Birth Date</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Home School RCDTS</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Serving School RCDTS</td>
<td>Mandatory</td>
</tr>
<tr>
<td>School Year</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>
## SIS Student Course Assignment

<table>
<thead>
<tr>
<th>Data Elements</th>
<th>Code</th>
<th>Value</th>
<th>Description</th>
<th>Data Type</th>
<th>Mandatory/Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term (Semester)</td>
<td></td>
<td></td>
<td>Identifies which term the class was taken in. Examples: Term 1 - Fall Term 2 - Spring Term 3 - Summer</td>
<td>Num</td>
<td>Mandatory</td>
</tr>
<tr>
<td>01</td>
<td>01</td>
<td>Term 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>02</td>
<td>Term 2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>03</td>
<td>Term 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Course Code</td>
<td></td>
<td></td>
<td>Unique Code assigned by ISBE to identify a State course. Consists of three parts, Subject Area, Course Identifier within that Subject Area, and a State generated alphanumeric identifier. For example, the course State General Math I is coded as 02002A000 — Subject Area Mathematics (02), Course Identifier (002) and State Identifier (A000).</td>
<td>char(9)</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>
## SIS Student Course Assignment

<table>
<thead>
<tr>
<th>Data Elements</th>
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<th>Description</th>
<th>Data Type</th>
<th>Mandatory/Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Course ID</td>
<td></td>
<td></td>
<td>Identifier for a Local Course</td>
<td>char(50)</td>
<td>Optional</td>
</tr>
<tr>
<td>Local Course Title</td>
<td></td>
<td></td>
<td>Title of Local course</td>
<td>varchar(100)</td>
<td>Optional</td>
</tr>
<tr>
<td>Student Course Start Date</td>
<td></td>
<td>mm/dd/yyyy</td>
<td>First day of attendance for a student</td>
<td>char(10)</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Section Number</td>
<td></td>
<td></td>
<td>Number of local section. No more than 10 characters in Length; Letters and numbers accepted.</td>
<td>char(10)</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>
# SIS Student Course Assignment

## Data Elements

<table>
<thead>
<tr>
<th>Data Elements</th>
<th>Code</th>
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<th>Data Type</th>
<th>Mandatory/Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Level</td>
<td></td>
<td></td>
<td>The Course Level conveys the course's level of rigor. There are five options for coding this element.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>01</td>
<td>Remedial</td>
<td>Basic or Remedial. A course focusing primarily on skills development, including literacy in language, mathematics, and the physical and social sciences. These courses are typically less rigorous than standard courses and may be intended to prepare a student for a general course.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>General</td>
<td>General Education. A course providing instruction in a given subject area that focuses primarily on general concepts appropriate for the grade level. General courses typically meet the state's or district's expectations of scope and difficulty for mastery of the content.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>03</td>
<td>Enriched</td>
<td>Enriched or Advanced. A course that augments the content and/or rigor of a general course, but does not carry an honors designation.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>04</td>
<td>Honors</td>
<td>Honors is an advanced level course designed for students who have earned honors status according to educational requirements. These courses typically include additional content not found in general courses, and are formally designated as honors courses.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>05</td>
<td>Special</td>
<td>Special Education. Self-contained courses for students served by a current IEP. Course content is modified according to individual student need and deficit area(s). All students enrolled in the course have an active IEP.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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</thead>
<tbody>
<tr>
<td>Course Credit</td>
<td></td>
<td>Example (1.00)</td>
<td>Course credit indicates the amount of credit the student earned for successful completion of course requirements in the reporting term. Examples include: 0.5 credit - traditional 6 or 7 period high school day for successful completion of course meeting one period daily; 1.0 credit - 4 Block schedule for successful completion of course meeting for extended period daily; 0.25 credit - for successful completion of course on lesser daily or weekly duration during the reporting term.</td>
<td>numeric</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Articulated Credit</td>
<td></td>
<td></td>
<td>Students receive high school credit only. However, college credit is available through a written agreement between the high school and the college. Articulated college credit is awarded at the college to students who successfully complete a course/program while in high school and meet all college requirements outlined in the Articulation Agreement.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>01</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dual Credit</td>
<td></td>
<td></td>
<td>A course in which the student receives both high school and college credit for completion of the course.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>01</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
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</thead>
<tbody>
<tr>
<td>Student Course Setting</td>
<td></td>
<td></td>
<td>Indicates the location or setting of course instruction.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>01</td>
<td>Traditional School Day Program</td>
<td>Traditional school day programs typically take place in an identifiable classroom space, usually in a school. A traditional classroom space has a number of specific features, including: instructor(s) who deliver(s) information to students or facilitate student acquisition of content based upon the Illinois Learning Standards; a number of students who are all physically present in the classroom and regularly meet at a specific time; and both group and individual student learning activities (e.g. lecture, lab work, seat work, discussion). Traditional learning programs award credit based on student performance on such items as assignments, tests, and exams. These credits are then applied towards meeting state and local graduation requirements.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>Night or After School</td>
<td>Night or after school programs are forms of traditional learning because they take place in a physical classroom with an instructor who delivers all course materials. Programs take place after regular school hours and may be offered to nontraditional students or to regularly-enrolled students seeking enrichment or credit-recovery options. Instruction may include computer or Internet-based work, but an instructor is present with students to assist students and facilitate learning.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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</tr>
</thead>
<tbody>
<tr>
<td>Student Course Setting</td>
<td>03</td>
<td>Online Learning (Internet-based)</td>
<td>Indicates the location or setting of course instruction. Also known as e-learning, online learning involves completing computer-based courses via the Internet. In an online course, there is generally no physical classroom. All assignments, tests, and exams are completed over the computer. Online learning courses include: online tutorials and online class notes and chat rooms in which students may discuss class materials with fellow classmates; online audio and visual materials; and online testing.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>
|                         | 04   | Distance Learning (non-Internet-based) | Distance learning involves an exchange of information over a distinct physical space from an instructor who is generally not present in the classroom. There are a number of different ways to complete distance learning programs. The most popular are:  
  - print learning, in which materials are sent to students through the mail or by fax  
  - conferencing, in which students communicate with instructors and other students through video or phone presentations  
Distance education is beneficial for those students who are unable to attend regular classroom courses or for schools to offer specialized courses. (Internet-based Online Learning is NOT included). |           |                    |
# SIS Student Course Assignment

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</tr>
</thead>
<tbody>
<tr>
<td>Student Course Setting</td>
<td></td>
<td></td>
<td>Indicates the location or setting of course instruction.</td>
</tr>
<tr>
<td>Alternative Placement</td>
<td>05</td>
<td>Placement Settings</td>
<td>Alternative placement settings consist of classroom learning experiences led or facilitated by an instructor. Students are assigned to alternative placement settings through an administrative process. Classrooms or instructional spaces are held either off-campus or in a separated portion of the school building.</td>
</tr>
<tr>
<td>Other Educational Setting</td>
<td>06</td>
<td>Other Educational Setting</td>
<td>Other educational settings may include courses offered through nontraditional educational programs. The home high school has clear policies regarding acceptance of these transfer credits and places the course work and grade on the individual student transcript. Examples: arts, travel and government/policy summer programs, experiences and internships with transfer high school course credit options.</td>
</tr>
</tbody>
</table>
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</tr>
</thead>
<tbody>
<tr>
<td>Actual Attendance (Classes)</td>
<td></td>
<td></td>
<td>Actual number of class periods of attendance student attended per course during the term.</td>
<td>numeric</td>
<td>Optional</td>
</tr>
<tr>
<td>Total Attendance (Classes)</td>
<td></td>
<td></td>
<td>Total number of class periods of attendance available for the student for this course during the term.</td>
<td>numeric</td>
<td>Optional</td>
</tr>
<tr>
<td>Single Parent including a Single Pregnant Woman</td>
<td>01</td>
<td>Yes</td>
<td>The term “Single Parent” means an individual who (A) is unmarried or legally separated from a spouse; and (B) (i) has a minor child or children for which the parent has either custody or joint custody; or (ii) is pregnant.</td>
<td>char(2)</td>
<td>Optional</td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Displaced Homemaker</td>
<td>01</td>
<td>Yes</td>
<td>The term “displaced homemaker” means an individual who... (A)(i) has worked primarily without remuneration to care for a home and family, and for that reason has diminished marketable skills; (ii) has been dependent on the income of another family member but is no longer supported by that income; or (iii) is a parent whose youngest dependent child will become ineligible to receive assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) not later than 2 years after the date on which the parent applies for assistance under such title; and (B) is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.</td>
<td>char(2)</td>
<td>Optional</td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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<th>Data Type</th>
<th>Mandatory/Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Numeric Grade (Term)</td>
<td></td>
<td></td>
<td>A statement of the term course grade, expressed as a number.</td>
<td>numeric</td>
<td>Optional</td>
</tr>
<tr>
<td>Maximum Numeric Grade (Term)</td>
<td></td>
<td></td>
<td>The maximum numeric grade is the highest number value which may be achieved in the term. Example: If the value is between zero and 100, then 100 is the maximum numeric grade. (Term)</td>
<td>numeric</td>
<td>Optional</td>
</tr>
<tr>
<td>Student Course End Date</td>
<td>mm/dd/yyyy</td>
<td></td>
<td>Last scheduled day for attendance at a course in the reporting term.</td>
<td>char(10)</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>
# SIS Student Course Assignment

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Course Final Letter Grade/Completion Status (Term)</td>
<td></td>
<td></td>
<td>Provide Final Letter Grade. Grades with + and - will be accepted. Grades may also be indicated by P (Pass), I (Incomplete), S (Satisfactory/Pass), and U (Unsatisfactory) in addition to more traditional A, B, C, D, F grading systems. Student final Letter Grade for the course reported by Term.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>01</td>
<td>A+</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>02</td>
<td>A</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>03</td>
<td>A-</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>04</td>
<td>B+</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>05</td>
<td>B</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>06</td>
<td>B-</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>07</td>
<td>C+</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>08</td>
<td>C</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>09</td>
<td>C-</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>10</td>
<td>D+</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>D</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>D-</td>
<td>Student received course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>13</td>
<td>F</td>
<td>Student did <strong>not</strong> receive course term credit.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SIS Student Course Assignment

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<tr>
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<th>Data Type</th>
<th>Mandatory/Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Final Letter Grade/Completion</td>
<td>14</td>
<td>S</td>
<td>Satisfactory or Pass. Student received course term credit.</td>
<td>char(2)</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Status (Term)</td>
<td>15</td>
<td>U</td>
<td>Unsatisfactory. Student received course term credit.</td>
<td></td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>16</td>
<td>I</td>
<td>Incomplete. Student was enrolled on Course End Date. Student did <strong>not</strong> receive course term credit.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>17</td>
<td>W</td>
<td>Withdrew from course. Student did <strong>not</strong> receive course term credit. Student was not enrolled on Course End Date.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>99</td>
<td>Erroneous</td>
<td>Record entered in error. School district mistake.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **SIS Data Elements**
SIS Student Course Assignment

- Student Course Assignment Batch File Process

- File types:
  - XML
  - Text (TXT)
  - Comma Separated Value (CSV)

- The following materials are available on the [www.isbe.net/sis](http://www.isbe.net/sis):
  - Excel Templates
  - Tips for Completing Student Course Assignments
  - Steps for Creating and Uploading Student Course Assignments
SIS Student Course Assignment

Online – SIS Home Page
SIS Student Course Assignment

Online – Search SID

- By providing SID (OR)
- By providing First Name, Last Name, Date of Birth, and Gender

Click 'Search' button.

Search Criteria

* SID

* Legal Last Name

* Date of Birth (mm/dd/yyyy)

OR

* Legal First Name

* Gender

Additional Search Criteria

Legal Middle Name

Birth Place Name

Mother’s Maiden Name

Search
### SIS Student Course Assignment

**Online – View Details**

![Student Information System](image)

**Search Criteria:**

<table>
<thead>
<tr>
<th>SID</th>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
<th>DOB</th>
<th>Gender</th>
<th>Race</th>
<th>Birth Place Name</th>
<th>Native Language</th>
</tr>
</thead>
<tbody>
<tr>
<td>989900910</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Search Results:** 1 potential student matches found.

<table>
<thead>
<tr>
<th>Action</th>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
<th>DOB</th>
<th>Gender</th>
<th>Race</th>
<th>Birth Place Name</th>
<th>Native Language</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Details</td>
<td>Smith</td>
<td>Adam</td>
<td>kennith</td>
<td>10/01/2000</td>
<td>Male</td>
<td>White</td>
<td></td>
<td>Arabic</td>
</tr>
</tbody>
</table>
SIS Student Course Assignment

Online – Student Enrollment Tab

<table>
<thead>
<tr>
<th>Student Information System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Search SID - Student Details</td>
</tr>
</tbody>
</table>

Click on the tabs to view the student details. To view School / District Name and contact information, please click on either the Home or Serving School RCDTS number.

SID: 998900910
Legal Last Name: Smith
Legal First Name: Adam
Legal Middle Name: Kenneth

<table>
<thead>
<tr>
<th>Enrollment Type for Serving</th>
<th>Transfer in from another District</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Year for Serving</td>
<td>2011</td>
</tr>
<tr>
<td>RCDTS for Home</td>
<td>3008209009041003</td>
</tr>
<tr>
<td>Enrollment Date for Serving</td>
<td>08/27/2010</td>
</tr>
<tr>
<td>FTE for Serving</td>
<td>1.00</td>
</tr>
<tr>
<td>Entry/Grade Level for Serving</td>
<td>3 - Grade 3</td>
</tr>
<tr>
<td>Discipline</td>
<td>View Details</td>
</tr>
<tr>
<td>Homeless</td>
<td></td>
</tr>
<tr>
<td>Exit Date</td>
<td></td>
</tr>
<tr>
<td>Exit Status</td>
<td></td>
</tr>
<tr>
<td>Exit Type</td>
<td></td>
</tr>
</tbody>
</table>

**Student Course Assignment**

[View Details]

[Add Enrollment]

[Contact Us]

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SIS Student Course Assignment

Online – Add Student Course Assignments – Function

Enter State Course ID: [blank] or Subject Area: [blank] or State Course: [blank]

Semester:
- Term 1 [ ]
- Term 2 [ ]
- Term 3 [ ]

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SIS Student Course Assignment

Online – Add Student Course Assignments

SID: 245405808
Legal Last Name: smith
Legal First Name: Adyseh
Date Of Birth: 08/23/1997
Enrollment Date: 08/23/2010
Home RCDTS: 500820900041003
Serving RCDTS: 500820900041003
School Year: 2011
Exit Date:

Enter State Course ID: or
Subject Area: 02 - Mathematics
State Course: 02110A000 - Pre-Calculus

Semester:
Term 1 □ Term 2 □ Term 3 □

Next Cancel
SIS Student Course Assignment

Online – View Student Course Assignments Details

![Image of the SIS Student Course Assignment interface]

- **SID:** 245405808
- **Legal Last Name:** smith
- **Legal First Name:** Adyen
- **Date Of Birth:** 08/23/1997
- **Enrollment Date:** 08/23/2010
- **Home RCDTS:** 500820900041003
- **Serving RCDTS:** 500820900041003
- **School Year:** 2011

Enter State Course ID: [ ] or Subject Area: [ ]

**Semester:**
- Term 1 [ ]
- Term 2 [ ]
- Term 3 [ ]

<table>
<thead>
<tr>
<th>State Course Id</th>
<th>State Course Title</th>
<th>Section</th>
<th>Start</th>
<th>Credit</th>
<th>End</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>021106000</td>
<td>Pre-Calculus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Term 1**
- **Next**
- **Cancel**
## SIS Student Course Assignment

### Online – Edit Student Course Assignment Details

![Image of online course assignment interface]

**Sid:** 245405808  
**Legal Last Name:** smith  
**Legal First Name:** Adysen  
**Date Of Birth:** 08/23/1997  
**Enrollment Date:** 08/23/2010  
**Home RCDTS:** 5008209000441003  
**Serving RCDTS:** 500820900041003  
**School Year:** 2011

**Enter State Course ID:** [ ]  
**or Subject Area:** [ ]  
**State Course:** [ ]

**Semester:**  
- [ ] Term 1  
- [ ] Term 2  
- [ ] Term 3

**Local Course Code:** [ ]  
**Local Course Title:** [ ]  
**State Course Title:** [ ]  
**Course Level:** [ ]  
**Course Setting:** [ ]

- [ ] Dual Credit  
- [ ] Articulated Credit  
- [ ] Attendance Actual  
- [ ] Attendance Total  
- [ ] Numeric Grade Actual  
- [ ] Numeric Grade Maximum  
- [ ] Displaced Homemaker  
- [ ] Single parents or Pregnant Women

- [ ] Term 2  
- [ ] Term 3

Next  
Cancel

---

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**SIS Student Course Assignment**

**Online – Save Student Course Assignment Details**

![Image of SIS Student Course Assignment interface]

- **SID**: 245405808
- **Legal Last Name**: smith
- **Legal First Name**: Adysen
- **Date Of Birth**: 08/23/1997
- **Enrollment Date**: 08/23/2010
- **Home RCDTS**: 500820900041003
- **Serving RCDTS**: 500820900041003
- **School Year**: 2011

**Enter State Course ID:** [___]  
**Subject Area:** [___]  
**State Course:** [___]

**Semester:**
- Term 1
- Term 2
- Term 3

<table>
<thead>
<tr>
<th>State Course Id</th>
<th>State Course Title</th>
<th>Section</th>
<th>Start</th>
<th>Credit</th>
<th>End</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>02110A000</td>
<td>Pre-Calculus</td>
<td>500A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>Grade 9</td>
</tr>
<tr>
<td>3453A</td>
<td>Pre-Calc 500A</td>
<td>Enriched</td>
<td>Traditional</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Course Level:**
- [ ] Dual Credit
- [ ] Articulated Credit
- [ ] Attendance Actual: 85
- [ ] Attendance Total: 90
- [ ] Numeric Grade Actual: 89
- [ ] Numeric Grade Maximum: 100
- [ ] Displaced Homemaker: No
- [ ] Single parents or Pregnant Women: No

**Course Setting:**
- [ ] Traditional

- [ ] Term 2
- [ ] Term 3

[Next] [Cancel]
SIS Student Course Assignment

Online – View Student Course Assignments

[Image of SIS Student Course Assignment interface]

SID: 245405808
Legal Last Name: smith, Legal First Name: Adysen
Date of Birth: 08/23/1997, Enrollment Date: 08/23/2010
Home RCDTS: 500820900041003, Serving RCDTS: 500820900041003
School Year: 2011

Enter State Course ID:  or Subject Area:
State Course:
Semester:
Term 1 ☐ Term 2 ☐ Term 3 ☐

<table>
<thead>
<tr>
<th>State Course Id</th>
<th>State Course Title</th>
<th>Section</th>
<th>Start</th>
<th>Credit</th>
<th>End</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>3453A</td>
<td>Pre-Calc 500A</td>
<td>500A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
</tbody>
</table>

Dual Credit: No, Articulated Credit: No, Attendance Actual: 86, Attendance Total: 90, Numeric Grade Actual: 89
Enriched: 100, Displaced Homemaker: No, Single parents or Pregnant Women: No

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SIS Student Course Assignment

Online – Review Student Course Assignments

SID: 245405808
Legal Last Name: smith      Legal First Name: Adysen    Date Of Birth: 08/23/1997
Home RCDTS: 50082090041003  Serving RCDTS: 50082090041003  School Year: 2011
Enrollment Date: 08/23/2010

Enter State Course ID:       Subject Area:
                               State Course:

Semester:
   Term 1      Term 2      Term 3

☐ Term 1
☐ State Course Id: 0211004000
☐ State Course Title: Pre-Calculus
☐ Section: 500A
☐ Start: 08/23/2010
☐ Credit: 0.5
☐ End: 12/21/2010
☐ Grade: B+

☐ Term 2
☐ Term 3

Submit  Change  Cancel

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SIS Student Course Assignment

Online – Successful Update

Student Course Assignment Successfully Updated

SID: 245405808
Legal Last Name: smith
Legal First Name: Adysen
Date Of Birth: 08/23/1997
Enrollment Date: 08/23/2010
Home RCDTS: 500820900041003
Serving RCDTS: 500820900041003
School Year: 2011
Exit Date: 

Enter State Course ID: [input field] or Subject Area: [input field]
Semester:
Term 1 [ ] Term 2 [ ] Term 3 [ ]

State Course Id
State Course Title
Section
Start
Credit
End
Grade
02110A000
Pre-Calculus
506A
08/23/2010
0.5
12/21/2010
B+

Term 2 [ ]
Term 3 [ ]

Next [ ] Cancel [ ]
## SIS Student Course Assignment

Online – Multiple Records

<table>
<thead>
<tr>
<th>State Course ID</th>
<th>State Course Title</th>
<th>Section</th>
<th>Start Date</th>
<th>Credit</th>
<th>End Date</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>02110A000</td>
<td>Pre-Calculus</td>
<td>500A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>01001A000</td>
<td>English/Language Arts (9th grade)</td>
<td>101A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>06101A000</td>
<td>Spanish I</td>
<td>901A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>C</td>
</tr>
<tr>
<td>04254A000</td>
<td>Psychology</td>
<td>343C</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B</td>
</tr>
<tr>
<td>10005A001</td>
<td>Information Processing I</td>
<td>505A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>02110A000</td>
<td>Pre-Calculus</td>
<td>500A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>01001A000</td>
<td>English/Language Arts (9th grade)</td>
<td>101A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>06101A000</td>
<td>Spanish I</td>
<td>901A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>C</td>
</tr>
<tr>
<td>04254A000</td>
<td>Psychology</td>
<td>343C</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B</td>
</tr>
<tr>
<td>10005A001</td>
<td>Information Processing I</td>
<td>505A</td>
<td>08/23/2010</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
</tbody>
</table>
## Student Course Assignment Report

**Student ID:** 9999999999  
**Smith, Jane**  
**Student Enrollment**

### Term 1 - Fall Semester

<table>
<thead>
<tr>
<th>State Course Code</th>
<th>State Course Title</th>
<th>Local Course Code</th>
<th>Local Course Title</th>
<th>Articulated Credit</th>
<th>Dual Credit</th>
<th>Course Setting</th>
<th>Attendance Actual/Total</th>
<th>Course Level</th>
<th>Course Credit</th>
<th>Class End Date</th>
<th>Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>02110A000</td>
<td>Pre-Calculus</td>
<td>Math200</td>
<td>Pre-Calc</td>
<td>No</td>
<td>No</td>
<td>Traditional</td>
<td>85 / 90</td>
<td>General</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>01001A000</td>
<td>English/Language Arts I (9th grade)</td>
<td>Eng101</td>
<td>English</td>
<td>No</td>
<td>No</td>
<td>Traditional</td>
<td>85 / 90</td>
<td>General</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>B+</td>
</tr>
<tr>
<td>05101A000</td>
<td>Spanish I</td>
<td>Span100</td>
<td>Spanish I</td>
<td>No</td>
<td>No</td>
<td>Traditional</td>
<td>85 / 90</td>
<td>Honors</td>
<td>0.5</td>
<td>12/21/2010</td>
<td>C</td>
</tr>
</tbody>
</table>
## Key Dates

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1 : EFE Training – August 2010</strong></td>
<td>08/24/2010 10/15/2010</td>
</tr>
<tr>
<td><strong>Step 2 : Transcript Coding Project - Aligning Secondary State Courses to Local Courses</strong></td>
<td>Today 1/14/2011</td>
</tr>
<tr>
<td><strong>Step 3 : Integrate State Course Codes Locally</strong></td>
<td>Today 7/31/2011</td>
</tr>
<tr>
<td><strong>Step 4 : Assign Students to State Courses Locally</strong></td>
<td>Today 7/31/2011</td>
</tr>
<tr>
<td><strong>Step 5 : Send Student Course Assignments to State SIS</strong></td>
<td>2/1/2011 7/31/2011</td>
</tr>
<tr>
<td>▪ Submit CTE Courses</td>
<td></td>
</tr>
<tr>
<td>▪ Submit all Secondary State Courses</td>
<td></td>
</tr>
<tr>
<td><strong>Step 6 : Assign Teachers to State Courses Locally</strong></td>
<td>TBA TBA</td>
</tr>
<tr>
<td><strong>Step 7 : Send Teacher Course Assignments to State SIS</strong></td>
<td>TBA TBA</td>
</tr>
</tbody>
</table>
Next Steps

- Work with appropriate local personnel to complete a local crosswalk of courses, such as the department head or assistant superintendent
- Work with EFE Directors to identify appropriate CTE-described courses to put into the Course Alignment Tool
- Work with your Student Information Package vendors to prepare for submission of Student Course Assignment data
Where to Direct Questions

- **ISBE Help Desk**
  - (217) 558-3600
  - help@isbe.net

- **Course Alignment Policy or Course Related Questions** will be directed to Curriculum and Instruction Division

- **Career and Technical Education (CTE) Course Related Questions** will be directed to the CTE Division

- **Course Alignment Technical Questions** will be directed to the IBM team
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