Minnesota Common Course Catalogue Data Manual

April 2024

Overview of MCCC Data

The Minnesota Common Course Catalogue (MCCC) is a course classification and data collection system intended to provide uniform information about courses that are taught by Minnesota-licensed teachers and completed by Minnesota students.

To meet state and federal reporting requirements, local educational agencies (LEAs) must submit course catalogue data that aligns with the MCCC classification system. This required data submission involves multiple steps, as the LEAs course offerings, instructor assignments, and student outcomes must be reflected in the submission. To submit accurate and complete data, this data submission will include the following steps:

> Step 1: Data Entry
> Step 2: Data Syncing
> Step 3: Data Validation

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Step 1: Data Entry

Organization of Classification System

MCCC data collections are currently organized by the grade levels for Pre-K, K-8 and 9-12. The course subjects to be reported by grades level are:

- Pre-K includes school readiness (SR), early childhood special education (ECSE) and early childhood family education (ECFE).
- K-8 includes English Language Arts, Mathematics, Science, Social Studies, Arts, World Languages, Physical Education and Health, and Computer Science.
- 9-12 includes all courses.

The student enrollment types are scheduled, independent study and direct pay PSEO:

- Scheduled: These courses are defined by the school and offered at a scheduled time during a specific timeframe, such as a semester or trimester. All students begin and complete courses at the same time. This is the traditional rotating classroom school model.
- Independent Study: These courses are defined by the school, but the timeframe for beginning and completing the course is determined by the student. This is often called rolling enrollment. Independent study MCCC classifications must be used when indexing these courses. These classifications are unique for the full school year. If you need to submit by different terms, please report the coursework as scheduled.
- PSEO courses according to agreement (DirectPayPSEO): Students register for and complete these postsecondary courses either online or at a college campus. The relation to the state course code will be reported to indicate the college course content. There will be placeholder information for LEA course, schedule and teacher information.
- Project-Based Learning: The course of study is designed by the student and the timeframe for beginning and completing the coursework is also determined by the student. Project-Based Learning coursework cannot be indexed because the student designs the course of study. Currently this can only be reported through the legacy file loading MCCC application.

Course Fields

Courses are studies offered to progress towards graduation. Courses are defined in the student information system (SIS) by each district/school. The details will include an explanation of the data element and when it is to be used by grade level and student enrollment type. All data mentioned in this document is entered into the SIS. For information about where the elements are entered into the SIS, contact your vendor support. Each school/district will enter course content information.

Courses will include articulation agreement courses, dual/concurrent and PSEO courses according to agreement, including courses offered at the local school through a postsecondary institution. Dual/concurrent enrollment courses in this context are defined as the college-in-the-schools type courses generally taught at the local high school site by a high school teacher in which students receive both local high school credit and college credit.

While elementary and some middle school classrooms are not typically thought of as "courses," MCCC contains classifications for single- and multi-grade level instruction.

Table 1: List of course data elements and when they are to be included by grade level and student enrollment type.

Fields	Pre-K Scheduled	K-8 Scheduled	9-12 Scheduled	K-12 Independent Study	College Course
Local Course Code	Required	Required	Required	Required	Required
Local Course Title	Required	Required	Required	Required	Required
State Course Code	Required	Required	Required	Required	Required
Course Level Descriptor	P	Required	Required	Required	No entry
Sequence Limit	1	Required	Required	Required	No entry
Standards Addressed	State	Required	Required	Required	No entry
Graduation Requirement	False	False	Required	Required	No entry
End of Course (EOC) Indicator	False	False	Required	Required	No entry
Maximum Available Credits	No entry	No entry	Required	Required	No entry
College Credits	No entry	No entry	No entry	No entry	Required
State/Federal/ABE Indicators	Required	No entry	No entry	No entry	No entry
Pre-K Location	Required	No entry	No entry	No entry	No entry

Fields	Pre-K Scheduled	K-8 Scheduled	9-12 Scheduled	K-12 Independent Study	College Course
Pre-K Program Type	Required	No entry	No entry	No entry	No entry
Curriculum / Implementation	Required	No entry	No entry	No entry	No entry
Assessment Tool / Implementation	Required	No entry	No entry	No entry	No entry
Standards Placement Code	Required	No entry	No entry	No entry	No entry
Local Course Description	Conditional	Conditional	Conditional	Conditional	No entry

Explanation of course fields:

Note: The *Education Organization ID* will be pulled in automatically. This is the district number and district type number as set up in the SIS. The Education Organizations IDs are part of the setup of your SIS. The college education organization ID is entered as the college code. A list of college code options can be found in the Appendix D.

Local Course Code is the course code entered in the SIS for the district course. For 9-12 Direct Pay PSEO, the course code is the college course code. The college course code includes the letters of the department that offers the course and the course numbers.

Local Course Title is the course title entered into the SIS for the district course. For 9-12 Direct Pay PSEO, the course title is the college course title.

State Course Code uses the School Codes for the Exchange of Data (SCED) codes, which are adjusted for Minnesota to classify the course content. The MCCC classification number is the number of the classification in the Minnesota Common Course Catalogue that best describes the local course offering. MCCC classifications are broad "umbrellas" for classifying local courses and may be used as many times as necessary to index all local courses.

Course Level Descriptor is an indication of the course's level of rigor. The local school system assigns one of eight different Course Levels to each classified course level of rigor.

Sequence Limit is the number of courses in a consecutive series of courses.

Standards Addressed indicate which standards or benchmarks are used, if any, to assess student learning in the course. See table standards addressed for codes and meanings.

Graduation Requirement is an indicator that the course counts for a local graduation requirement with the exception of elective requirements. Do not document courses as *True* if they fulfill an elective requirement only.

End of Course Indicator is an end-of-course assessment indicator. Currently, the only course(s) that should be marked *True* are the courses that designate the course students take to prepare for the state high school science assessment. This course is usually a high school biology course.

Maximum Credits Available will be the number of credits available for the course.

College Credits is the number of college credits awarded for successful completion of the course.

State (SPI)/Federal (FPI)/ABE Indicators are explained as follows:

- State indicates if the Early Education course follows state regulations.
- Federal indicates whether the Early Education course follows federal regulations.
- ABE specifies if the Early Education course is tied to an Adult Basic Education (ABE) course. ABE is for individuals who do not have a high school diploma and want to take the General Education Development (GED) Test to earn a GED diploma. Valid responses are True or False. Any other response will cause the file to be rejected.

Pre-K Location specifies where instruction is delivered for the Early Education (EE) course to the student and may vary from the student's home to a medical facility or a classroom. See Early Education Location in Appendix C.

Pre-K Program Type specifies under which EE program type this course is being reported. See EE Program Type in Appendix C.

Curriculum/Implementation is defined as the identification and organization of content used in the teaching of a course. Many schools purchase a commercial curriculum to identify and organize content, while other schools identify and organize their own curriculum. See Curriculum in Appendix C.

Assessment Tools/Implementation is explained as follows:

- *Assessment Tools* identifies the tool used to assess student learning in the course. Many schools purchase a commercial tool to assess student learning, while others create their own. See Assessment Tool Type in Appendix C.
- *Implementation* identifies the implementation status (from initial installation to full implementation) for the early education curriculum, assessment tool, instructional approach and site-based initiatives. See Implementation Status in Appendix C.

Standards Placement Code identifies the unique code(s) for the specific state standard(s) placed in the local course as the focus for student learning. See EE Domain Standard Codes in Appendix C.

Local Course Description is a local description of the course content. This needs to be included if the state course code is defined as unclassified course. Undefined state courses codes have a course description of other.

Scheduling Fields

The scheduling elements are *Session*, Class Periods and Grading Periods. This data will be collected with the Ed-Fi API and not using MCCC user interface, so this will come directly from your SIS. As this is new data to come from your SIS, it will be good to understand how the vendor implemented the collection of this information for MCCC Ed-Fi reporting. The Sessions and Class Periods will be related to Courses in the Ed-Fi entity Course Offerings.

Sessions define academic terms/timeframes for the school year. The fields collected will name the term type, start and end dates for a term, the days in session for the term and the student instruction days for the term. See Term Types in Appendix E to view the codes.

Class Periods define the time period for a school day that are used for scheduling your courses. This includes a period type with start and end times for each period. See Class Period Descriptor in Appendix E to view the codes.

Grading Periods is the term information that a grade is related to. This will be similar to marking term in the MCCC file collection in the student file. See Grading Periods in Appendix E to view the codes.

Section Fields

The section fields include the specific course information, including scheduling of the course and the assignment of the teacher. The information entered at the course element contains both district and school specific information. The course offering and section are very similar to each other. The course offering stores the term the course is scheduled in, so there is a different course offering to match each session (or term) the course is scheduled in. There are one or more sections for each course offering, which stores information like class period, instruction method and teacher association.

There are additional elements that are entered into your software that define the specific course for each school and the scheduling. This information focuses on how the course content is delivered.

Table 2: List of school section data elements and when they are to be included by grade level and student enrollment type.

Fields	Pre-K Schedule	K-8 Scheduled	9-12 Scheduled	K-12 Independent Study	9-12 Direct Pay PSEO
School ID	Required	Required	Required	Required	Required

Fields	Pre-K Schedule	K-8 Scheduled	9-12 Scheduled	K-12 Independent Study	9-12 Direct Pay PSEO
Session Reference	Required	Required	Required	Non-Scheduled Session	Non-Scheduled Session
Class Period	Required	Required	Required	No entry	No entry
Minutes of Instruction per Term	Required	Required	Required	No entry	No entry
Teacher File Folder Number	Required	Required	Required	No entry	No entry
Medium of Instruction	EE	Required	Required	No entry	No entry
Fixed Period Indicator	Conditional	Conditional	Conditional	No entry	No entry
Marking Indicator	False	Required	Required	No entry	No entry
Virtual Indicator	2022-23	2022-23	2022-23	No entry	No entry
Instructional Delivery Mode	2022-23	2022-23	2022-23	No entry	No entry
PreK Instructional Approach / Implementation	Required	No entry	No entry	No entry	No entry
PreK Site-Based Initiative / Implementation	Required	No entry	No entry	No entry	No entry

Fields	Pre-K Schedule	K-8 Scheduled	9-12 Scheduled	K-12 Independent Study	9-12 Direct Pay PSEO
Language Descriptor ID	Conditional	Conditional	Conditional	No entry	No entry
Sequence of Course	Required	Required	Required	No entry	No entry

Explanation of school course data elements:

School ID is the MDEORG School ID that is stored in the student software as part of the software set-up.

Session Reference is the session that the course is scheduled in. The sessions describe the term the course is scheduled for.

Class Period is the period that the section is scheduled in.

Minutes of Instruction per Term is dependent on how this is collected and or computed by your SIS software.

Teacher File Folder Number (Teacher License Number) is for the teacher on record for the course. If the teacher is not licensed or the teacher is not employed at the district, please use the license of the supervisor of the teacher in the classroom.

Medium of Instruction includes the options collected under the title of Instructional Methods. This is a code that describes the primary method of instruction used for the course.

Fixed Period Indicator is a True or False option that indicates if the course section is scheduled to a fixed period for the schedule.

Marking Indicator is a True or False option that indicates whether the student record includes grades for the course.

Virtual Indicator is a True or False option that indicates the primary mode of instruction in which students and teachers are separated by time and/or location and interact through the use of the computers and/or telecommunications technologies.

Instructional Delivery Mode is a new field that describes the medium of delivery for the course. See Instructional Delivery Mode in Appendix A.

Pre-K Instructional Approach/Implementation is related to an Implementation Code. Where this information is entered is dependent on your SIS software. See Instructional Approach in Appendix C.

Pre-K Site-Based Initiative/Implementation is related to an Implementation Code. Where this information is entered is dependent on your SIS software. See Site-Based Initiatives in Appendix C.

Language Descriptor ID is only be entered if the code is not 011 – English. One example is that this value will be entered for immersion instruction. The home language codes from MARSS will be used.

Sequence of Course reports the sequence of the course and must not be greater than the sequence entered with the course defined by LEA.

Student/Grades Fields

The fields that MCCC collects for students and course grades identify a student and the course sections that they are being reported in. This includes the fields listed below.

Table 3: Students and Course Grades

Fields	PreK	K-8	9-12
State Student ID	Required	Required	Required
Student Enrollment Type Code	Required	Required	Required
End Date	Required	Required	Required
PreK Instructional Approach / Implementation	Conditional	No entry	No entry
PreK Site-Based Initiative / Implementation	Conditional	No entry	No entry
College Course Reference	No entry	No entry	Enrollment type Direct Pay Only
Grading Period	No entry	Conditional when Marking Indicator is True	Conditional when Marking Indicator is True
Grade Type Descriptor	No entry	FG	FG
Subject Area	No entry	Conditional by course code	Conditional by course code

Fields	PreK	K-8	9-12
Local Mark Earned	No entry	Conditional when Marking Indicator is True	Conditional when Marking Indicator is True
Local Credits Earned	No Entry	No Entry	Conditional when Marking Indicator is True
College Mark Earned	No entry	No entry	Conditional Course level = D/A or enrollment type Direct Pay
College Credits Earned	No entry	No entry	Conditional Course level = D/A or enrollment type Direct Pay

Explanation of Students and Course Grades Fields:

State Student ID is the ID that is created and used for other MDE student identification applications. All steps needed to create the state student ID must be completed so that the ID can be used for MCCC reporting.

Student Enrollment Type Code lists how the student is associated with the instruction. Each of these options has specific reporting requirements. The options include:

- SC – Scheduled
- IS – Independent Study
- DP – Direct Pay PSEO (PSEO taught by the college and paid for by the district)

End Date lists the date the student section enrollments end. This will be a date entered by the LEA if the course is dropped or this date will be the last day of the term the section is scheduled.

Conditional Student Section Association Fields

PreK Instructional Approach/Implementation Code is a student level Instructional Approach and will only be entered if this is a different value than assigned to the section the student is associated with.

PreK Site-Based Initiative/Implementation Code is a student level Site-Based Initiative and will only be entered if this is a different value than assigned to the section the student is associated with.

College Course Reference is the course code reported to MCCC for the college course. This is usually generated using the college course code prepended with the district organization number and loaded to the course information as course defined by college. 10625000-MTH100 as an example.

Grade Association

Grading Period references a grading period that was loaded with the scheduling information.

Grade Type Descriptor at this time, FG – Final Grade is the only type being collected.

Local Mark Earned are the grades that are reported to the state for the course. Please make sure that the grading crosswalk of your scores to the state scores has been completed in your SIS.

Conditional Grade Fields

Subject Area is only used when the course defined by SEA has a course level characteristic of MM – Multi-Mark. Multi-Mark courses can assign a score to multiple subject areas.

Local Credits Earned is reported for all courses that carry credit for the course toward graduation.

College Credits Earned reports the college credits earned for the course.

College Mark Earned reports the grade for the college course.

Step 2: Data Syncing

The district/charter must have software that can sync data and have a staff member who has authorization to sync data. Authorization to sync data through Ed-Fi is global for all applications. Please refer to the documentation provided through Ed-Fi documentation.

- Ed-Fi Set-Up Process Checklist

Step 3: Data Validation

1. Review the error records from the sync in your SIS. Correct the data so that it can sync with the corrections. This will be an iterative process as all course records are recorded. Note: if the course record is not set up to sync it will never go through this process. You will need to use another method to verify delivery of the expected records.
2. Run the validation report for in the EDVP for MCCC. Refer to Appendix G for a list of possible errors.
3. Review the validation report. The validations need to be completed and corrected so that they report better information to identify where the error is happening.
4. Correct any errors reported by making changes to the records in the student information system and the record will go through the sync process again, starting at step 1.
5. Run the audit reports to validate that the district agrees on the data being sent. The audit report can be run from the EDVP Dynamic reports. This audit report needs to be created and added to EDVP for MCCC.
6. Video for the data validation process – PreK-12 Validation

Appendix A: All Grade Levels Valid Field Values

Student Record Types

The list of the three different coursework types of Student Course Records used to submit student data for courses completed, and the grade bands for which they can be used.

Code	Record Type Description	MCCC Classifications Allowed	9-12	K-8	Early Ed.
ScheduledStudentRecord	Scheduled	All MCCC classifications allowed for grade level	Used	Used	Used
IndStudyStudentRecord	Independent Study	Independent Study classifications only	Used	Used	Not Used
DirectPayStudentRecord	Direct Pay PSEO	All MCCC classifications allowed for grade level	Used	Not Used	Not Used

Course Level

The list of Course Levels used in the MCCC system arranged by grade groupings 9-12, K-8, EE.

Code	Name	Definition
B	basic or remedial	Course is less rigorous than general course and often prepares students for general course. Instruction focuses on developing age or grade appropriate skills, knowledge and concepts.
G	general or regular	Course meets state or district expectations of scope and difficulty for mastery of content. Instruction focuses on skills, knowledge and concepts appropriate for age or grade level.

Code	Name	Definition
E	enriched, honors or advanced	Course provides advanced instruction and/or additional content. Augmented rigor beyond simple perquisites and designated as such in local course title or description.
D	dual/concurrent enrollment	Course is offered at high school site under auspices of postsecondary institution that trains and supervises secondary teacher or sends college instructor to teach course. Students earn both secondary and postsecondary credits.
A	articulation agreement	Course is offered at high school site through articulated curriculum agreement with postsecondary institution. Student receives course completion certificate but no credit at any specific postsecondary institution.
C	industry/occupation certification	Course prepares students to take exam for recognized industry or occupation certification. If a series of courses prepare student, label only final course in series with "C."
N	no credit	Course carries no credit toward graduation (9-12) or no credit if credit is awarded (K-8).
X	not applicable	Course cannot be appropriately designated as one of the above levels. English as a second language (ESL) and support services (Special Education) courses should be labeled as X.

Code	Name	Definition
P	Preschool / Early Education	This value is only used with Early Education and the field is defaulted to P when the course has a State Classification greater than 89000. New for Early Ed.

Standards Codes and Meaning

Code	Meaning
N	National
S	State
L	Local
C	Combination of national, state and/or local
A	None addressed

Instructional Methods

List of Instructional Methods used to identify the type of instructional delivery employed in teaching.

Code	Type	Definition	Grade Band
EE	Early Education	Default all Early Education Courses to this value to satisfy business rules. (EE Instructional Approach is used to describe instructional method better for Early Education.)	Early Education
CR	Classroom	Instruction is predominately face-to-face in a classroom setting; internet and other instructional management systems maybe employed to track grades, assignments and homework.	K-8, 9-12

Code	Type	Definition	Grade Band
CS	Classroom Self-Contained	Instruction is delivered by a single teacher and is predominately face-to-face in a classroom setting; internet maybe used as an instructional tool. Management systems maybe employed to track grades, assignments and homework.	K-8, 9-12
CT	Classroom Team	Instruction is delivered by multiple teachers assigned to a single or multiple grade levels or content areas.	K-8, 9-12
CC	Classroom Collaborative	External and/or internal instructional leaders model lessons, observer and coach classroom teachers; often a purchased instructional program with substantial teacher professional development may be associated with a college or university.	K-8, 9-12
CL	Classroom Looped	One or more teachers continue instruction with a group of students through two or more grade levels.	K-8, 9-12
CP	Computer Program	All instruction is delivered through a computer program which may be online or from a CD-ROM.	K-8, 9-12
ITVS	ITV Sending	Interactive live video course. This designation denotes the section where the instructor is present.	K-8, 9-12
ITVR	ITV Receiving	Interactive live video course. This designation denotes the section in which students receive the course via ITV.	K-8, 9-12
BH	Blended/Hybrid	This designation denotes reduced classroom seat time and some instruction delivered online. This designation blends online and face-to-face delivery.	K-8, 9-12
G	Guided	Teacher acts as guide or mentor to student independent work. Use this designation for scheduled courses classified according to the MCCC as Independent Study.	K-8, 9-12

Code	Type	Definition	Grade Band
CO	Completely Online	All instruction is delivered online. This designation does not have required in-building meetings. A student may arrange meetings with small groups of classmates or the instructor.	K-8, 9-12
DL	Distance Learning	Hardcopy resources with some instructor interaction using any technology mostly phone.	K-8, 9-12
O	Other	Use this designation when no other designation adequately describes the course delivery type.	K-8, 9-12

Instructional Delivery Mode

Collected as part of the section. The primary setting or medium of delivery.

Code	Type	Description
GD	On Ground	The delivery and learning occur with the instructor and students in the same place and time.
OA	Online Asynchronous	The delivery of instruction is completely online. The delivery and learning would not occur in same time and place.
OS	Online Synchronous	The delivery of instruction is completely online. The delivery and learning would not be in the same place but will occur at the same time.
HB	Hybrid	A mix of any on ground, asynchronous and synchronous.

Appendix B: K-12 Only Valid Field Values

MCCC Reporting Scores

List of scores that can be used to report student course outcomes K-8, 9-12.

Code	Type
A+	A+
A	A
A-	A-
B+	B+
B	B
B-	B-
C+	C+
C	C
C-	C-
D+	D+
D	D
D-	D-
P	(P) - Pass / Credit Earned
F	(F) - Fail / No Credit Earned
PN	(PN) - Pass / No Credit Earned. Use this choice for audit type

Code	Type
0	(0) - Failing (Very poor performance)
1	(1) - Minimally Acceptable (Lowest passing grade)
2	(2) - Acceptable (Meets some of the basic standards for the course)
3	(3) - Good (Meets standards for the assignment or course)
4	(4) - Outstanding (Meets the highest standards for the assignment or course)
WP	Withdrawn Pass - WP is withdrawn but has participated enough to pass
WF	Withdrawn Fail - WF is withdrawn and does not have enough to pass the course.
I	Incomplete - Fail

Appendix C: Early Education Valid Field Values

Curriculum

The list of valid curriculum programs used to organize the delivery of subject area content used in teaching and learning. The comprehensive curriculums cover all of the standards domains while the domain specific only cover some or one of the domains. The comprehensive curriculums can have courses Standards Placement Code on the course use EE Domain Standard Code 99.E5.ALL. The domain specific should only list the EE Domains Standard that are part of the curriculum.

Curriculum Choices: Comprehensive

Curriculum Codes	Curriculum Choices; Comprehensive
123	1-2-3 Learn Curriculum
BC	Buttercups (by Funshine Express)
CAC	Carol's Affordable Curriculum
CORE	Core Knowledge
CRCUE	Creative Curriculum for Infants, Toddlers and Twos (Third Edition)
CRCUP	Creative Curriculum for Preschool (Second Edition)
ECFE	Early Childhood Family Education
ELS	Early Learning Success
FIRE	Fireflies (by Funshine Express)
FS	Frog Street, Toddlers, Threes, and Pre-K
FUN	Funnydaffer
FUNSHN	FunShine Online Curriculum
GEEWIZ	Gee Whiz Education

Curriculum Codes	Curriculum Choices; Comprehensive
HS	High Scope Infant/Toddler Curriculum
HSP	High Scope Preschool Curriculum
IC	Investigator Club
LEDE	Learn Every Day: Infants, Toddlers, and Twos
LEDP	Learn Every Day: The Preschool Curriculum
LG	Little Goose (must be used with full Mother Goose Time curriculum)
MGT	Mother Goose Time
MONT	Montessori
PINCUR	Pinnacle Curriculum for Infants, Toddlers, Twos, Threes and Fours
PITC	Program for Infants and Toddlers (PITC)
PLAYBK	PLAYbook
SEEDS	Seeds of Learning: Seeds to Sprouts!
STAR	Starfall Pre-K
LOCAL	Locally developed standards-based curriculum
OTHER	Use OTHER when the curriculum used is not listed.
NONE	No standards-based curriculum used

Curriculum Choices: Domain Specific

These choices must be bundled.

Curriculum Codes	Curriculum Choices-Domain Specific, Must be Bundled
BTL	Between the Lions – Language, Literacy, Communications only
CC	Curiosity Corner: Success for All – Language, Literacy, Communications only
DIG	DIG-Develop Inspire Grow, 1st Edition – Language, Literacy, Communications only
DLM	DLM Early Learning Express – Language, Literacy, Communications only
EM	Everyday Math – Math only
HAPEVAF	Happily Ever After – Language, Literacy, Communications only
HWOT	Handwriting without Tears – Language, Literacy, Communications only
OWL	Opening the World of Learning (OWL) – Language, Literacy, Communications only
SS	Second Step – Social/Emotional only
TOOLS	Tools of the Mind – Math and Science only
WEM	We All Matter – Social/Emotional only

Instructional Approach

The list of valid EE Instructional Approaches that are specific methods of instruction often defined by the publisher.

Inst. Approach Code	Description
ABA	Applied Behavior Analysis
DR	Dialogic Reading

Inst. Approach Code	Description
ISB	Interactive Shared Book Reading
L	Leap
LI	Letter Identification
TD	Transdisciplinary Approach (Only used with Program = Special Ed)
PAT	Phonological Awareness Training
PSP	Primary Service Provider
R	RTI
SBR	Shared Book Reading
TE	Teach
OTHER	Use OTHER when the EE Inst. Approach is not listed.
NONE	No organized instructional approach used.

Assessment Tool Type

The list of valid Assessment Tools used to assess student achievement.

Codes	Assessment Tool Type
AEPS	Assessment, Evaluation, and Programming System
ASQ	Ages & Stages Questionnaires (Brookes Publishing)*
ASQ:SE	Ages & Stages Questionnaires: Social Emotional (Brookes Publishing)*
BRI	Brigance Inventory of Early Development (3rd edition)

Codes	Assessment Tool Type
BDI-2	Battelle Developmental Inventory, Second Edition (Nelson Education)
CKPA	Core Knowledge Preschool Assessment Kit
DRDP_IT	Desired Results Developmental Profile-Infant/Toddler (DRDP-IT)
DRDP-PS	Desired Results Developmental Profile-Preschool (DRDP-PS)
ELS-P	Early Learning Scale- Preschool
FUNSHNA	FunShine Express-Buttercups and Fireflies Assessments
GOLD	Teaching Strategies-Gold Assessment (TS-GOLD)
HELP	Hawaii Early Learning Profile
HSCOR	High/Scope Child Observation Record Advantage (COR Advantage)
INVESTGT	The InvestiGator Club: Prekindergarten Assessment and Intervention System
LAP-3	Learning Accomplishment Profile (LAP-3) 3rd Edition
LCPN	LifeCubby Progress Notes
LCVA	LifeCubby Vine Assessments
MGTAS	Mother Goose Time Assessment System (2015)
NPP	New Portage Project: Birth to Six
OUNCE	Ounce Scale Assessment System^
OWL	Opening the World of Learning (OWL): Planning and Assessment Teacher's Guide and Observation Checklist

Codes	Assessment Tool Type
POCET	Preschool Observation Checklist and Evaluation Tool (POCET)
POCETE	Preschool Observation Checklist and Evaluation Tool (POCET)-Infant and Toddler
PRO- LADR	myIGDIs Profile of Preschool Learning and Development Readiness (Pro-LADR) 1st Edition and 2nd Edition
WSS	Work Sampling System
OTHER	Use OTHER when the Assessment Tool is not listed.
NONE	No assessment tool used

*Only allowed as an assessment in special education with speech disability

^ Two companies exist that both have a tool called Ounce.

Site-Based Initiatives

The list of valid Site-Based Initiatives that are comprehensive, research-based administrative and/or classroom initiatives targeted at improving outcomes for students, families and/or staff.

Site-based Code	Description
CEM	Classroom Engagement
CLASS	The Classroom Assessment Scoring System™ (CLASS™) (Teachstone)
EQIP	Evidence-based Quality Intervention Practices
MMC	Minnesota Math Corp
MRC	Minnesota Reading Corp
NONE	No site-base initiative used

Site-based Code	Description
NW	Numbers Work! (Sponsored by The St. Paul Foundation)
PBIS	Positive Behavior Intervention & Support
PECC	Parent Education Core Curriculum
PYRAMID	National Center for Pyramid Model Innovations
RPPM	Relationship-based Primary Provider Model

Early Education Location

The list of valid EE locations the MCCC will accept. The location in which the student instruction is delivered.

Code	Description
Home	Child's home
ISD	School District
CCC	Child care center
FCC	Family child care home
P	Preschool (Community based)
MED	Hospital or Medical Facility
OTHER	Not a location listed above.

EE Program Type

Contains the list of valid EE Program Type Codes used to identify the type of program being reported.

EE Program Code	Description
ECFE	Early Childhood Family Education
SR	School Readiness / Public preschool
ECSE	Early Childhood Special Education
VPK	Voluntary Pre-kindergarten

Implementation Status

The list of valid Implementation Status Codes used to describe the maturity of the implementation for the particular effort or program being implemented.

Code	Description	Use for curriculum, assessment tools, site-based initiative, and instructional approaches
YR1	Initial Implementation Year 1	First year of using the tool.
YR2	Initial Implementation Year 2	Second year of using the tool.
FULL	Full Implementation	At least 50% of staff is using the tool with fidelity.
X	Does not apply	Use when the tool option is Other or None.
Code	Minnesota Centers of Excellence (MNCoE) Implementation of Fidelity Codes^	
CBEG	Beginning*	MNCoE definition of the "beginning" classroom fidelity phase.

Code	Description	Use for curriculum, assessment tools, site-based initiative, and instructional approaches
CEXP	Expanding*	MNCoE definition of the "expanding" classroom fidelity phase
CMNT	Maintaining*	MNCoE definition of the "maintaining" classroom fidelity phase

^ To be only used for the MNCoE Innovations.

* Added for the MNCoE only; starting 2017-18

EE Domain Standard Codes

The list of all valid Early Education Minnesota state standards at the domain level only used to identify standards placed in courses or to assess student achievement.

The subject area for all domain level indictor codes is 99.

The age-level for all domain level indicator codes is E5. It will always be E5 and only E5.

The substrand for domain level indicator codes is either All, 1, 2, 3, 4, 5, 6, 7, or 8.

The indicator code format reflects the subject area (99), age (E5), and domain substrand.

Code	Substrand	Domain
99.E5.All*	All	All eight domains in ages birth through five
99.E5.1	1	Social and Emotional Domain
99.E5.2	2	Approaches to Learning Domain
99.E5.3	3	Language, Literacy and Communication Domain
99.E5.4	4	The Arts Domain
99.E5.5	5	Social Systems - Cognitive Domain

Code	Substrand	Domain
99.E5.6	6	Physical and Movement Development Domain
99.E5.7	7	Mathematics Domain
99.E5.8	8	Scientific Thinking Domain

*This code is valid only for Local Course Index; not valid on Student Record

Appendix D: College MDEORG IDs / OPEIDS

Community Colleges

College Type/Name	OPEID	MDEORG ID
Anoka - Ramsey Community College	002332	210001000
Fond du Lac Tribal & Community College	031291	210021000
Inver Hills Community College	009740	210006000
Leech Lake Tribal College	030964	210022000
Normandale Community College	007954	210011000
North Hennepin Community College	002370	210012000
Red Lake Nation College	042718	210024000
White Earth Tribal & Community College	039214	210023000

Technical Colleges and Campuses

College Type/Name	OPEID	MDEORG ID
Alexandria Technical & Community College	005544	040206000
Anoka Technical College	007350	040011000
Dakota County Technical College	010402	040917000
Hennepin Technical College	010491	040287000
Minnesota State College - Southeast Technical	002393	042260000
Northwest Technical College	005759	042200000

College Type/Name	OPEID	MDEORG ID
Pine Technical & Community College	005535	040578000
St. Cloud Technical & Community College	005534	040742000

Combined Community/Technical Colleges

College Type/Name	OPEID	MDEORG ID
Central Lakes College (Brainerd, Staples)	002339	250003000
Century College	010546	250008000
Lake Superior College	005757	250020000
Minneapolis Community & Technical College	002362	250010000
Minnesota State College - Southeast Technical (Fergus Falls, Detroit Lakes, Moorhead, Wadena)	005541	250004000
Minnesota West Community & Technical (Canby, Granite Falls, Jackson, Pipestone, Worthington)	005263	250900000
Minnesota North College (Hibbing, Itasca, Mesabi Range, Rainy River, Vermillion)	002355	250005000
Northland Community/Tech College (Thief River Falls, East Grand Forks)	002385	250013000
Ridgewater College (Hutchinson, Willmar)	005252	250017000
Riverland Community College	002335	250002000
Rochester Community and Technical College	002373	250015000
Saint Paul College	005533	250625000

College Type/Name	OPEID	MDEORG ID
South Central College	005537	252250000

University of Minnesota System

College Type/Name	OPEID	MDEORG ID
University of Minnesota, Crookston	004069	230003000
University of Minnesota, Duluth	002388	230004000
University of Minnesota, Morris	002389	230005000
University of Minnesota, Twin Cities and Rochester	003969	230001000

State Universities

College Type/Name	OPEID	MDEORG ID
Bemidji State University	002336	220001000
Metropolitan State University	010374	220007000
Minnesota State University, Mankato	002360	220002000
Minnesota State University, Moorhead	002367	220003000
Southwest Minnesota State University	002375	220005000
St. Cloud State University	002377	220004000
Winona State University	002394	220006000

Private Colleges

College Type/Name	OPEID	MDEORG ID
Augsburg University	002334	240001000
Bethany Lutheran College	002337	240031000
Bethel University	009058	240002000
College of Saint Benedict	002341	240004000
College of St. Scholastica, The	002343	240006000
Concordia College	002346	240009000
Concordia University - St. Paul	002347	240010000
Crown College	002383	240056000
Dunwoody College of Technology	004641	240051000
Gustavus Adolphus College	002353	240011000
Hamline University	002354	240012000
Macalester College	002358	240013000
Martin Luther College	002361	240019000
Minneapolis College of Art and Design	002365	240014000
North Central University	002369	240060000
Oak Hills Christian College	009992	240061000
Saint Catherine University	002342	240005000

College Type/Name	OPEID	MDEORG ID
Saint Mary's University of Minnesota	002380	240203000
Saint John's University	002379	240015000
Saint Olaf College	002382	240005000
Summit Academy Opportunities Industrialization Center	022605	240055000
Takoda Institute of Higher Education	025141	240053000
University of Northwestern - St. Paul	002371	240018000
University of St. Thomas	002345	240008000
Walden University	025042	240066000

Appendix E: Scheduling

Term Types

The list of terms schools use to schedule courses.

Term Type Code	Term Type Description
First Other	First Other
Second Other	Second Other
Third Other	Third Other
Fourth Other	Fourth Other
Fifth Other	Fifth Other
Sixth Other	Sixth Other
Seventh Other	Seventh Other
Eighth Other	Eighth Other
First Quarter	First Quarter
Second Quarter	Second Quarter
Third Quarter	Third Quarter
Fourth Quarter	Fourth Quarter
Fall Semester	Fall Semester
Spring Semester	Spring Semester
First Trimester	First Trimester

Term Type Code	Term Type Description
Second Trimester	Second Trimester
Third Trimester	Third Trimester
Year Round	Year Round
First Hexamester	First Hexamester
Second Hexamester	Second Hexamester
Third Hexamester	Third Hexamester
Fourth Hexamester	Fourth Hexamester
Fifth Hexamester	Fifth Hexamester
Sixth Hexamester	Sixth Hexamester
First Quinmester	First Quinmester
Second Quinmester	Second Quinmester
Third Quinmester	Third Quinmester
Fourth Quinmester	Fourth Quinmester
Fifth Quinmester	Fifth Quinmester
First Summer	First Summer
Second Summer	Second Summer
Third Summer	Third Summer
Fourth Summer	Fourth Summer

Term Type Code	Term Type Description
Fifth Summer	Fifth Summer
Sixth Summer	Sixth Summer
NS	Non-Scheduled

Class Period Descriptor

The list of description used to identify when the period type.

Class Period Code	Description
BS	BEFORE_SCHOOL
DS	DURING_SCHOOL
DSL	DURING_SCHOOL_LUNCH
AS	AFTER_SCHOOL
ES	EVENING_SCHOOL

Grading Periods

The list of types of terms schools use to identify timeline for student grades.

Term Type Code	Term Type Description
First Semester	First Semester
Second Semester	Second Semester
First Trimester	First Trimester
Second Trimester	Second Trimester

Term Type Code	Term Type Description
Third Trimester	Third Trimester
First Six Weeks	First Six Weeks
Second Six Weeks	Second Six Weeks
Third Six Weeks	Third Six Weeks
Fourth Six Weeks	Fourth Six Weeks
Fifth Six Weeks	Fifth Six Weeks
Sixth Six Weeks	Sixth Six Weeks
Summer Semester	Summer Semester
First Summer Session	First Summer Session
Second Summer Session	Second Summer Session
Third Summer Session	Third Summer Session
First Nine Weeks	First Nine Weeks
Second Nine Weeks	Second Nine Weeks
Third Nine Weeks	Third Nine Weeks
Fourth Nine Weeks	Fourth Nine Weeks
End of Year	End of Year

Appendix F: Overall MCCC Reference

Subject Areas

Identifies all MCCC Subject Areas related to MCCC Classifications which are valid in the MCCC system.

Subject Area Number	Subject Area Title
1	English Language Arts and Literature K-12
2	Mathematics K-12
3	Life and Physical Science K-12
4	Social Sciences and History K-12
5	Visual and Performing Arts K-12
6	World Languages and Literature K-12 (Retired 2018-19)
7	Religious Education and Theology K-12
8	Physical, Health and Safety Education K-12
9	Military Science K-12
10	Computer Information Sciences K-12
11	Communication and Audio/Visual Technology K-12
12	Business and Marketing K-12
13	Manufacturing K-12
14	Health Care Sciences K-12
15	Public, Protective and Government Services K-12

Subject Area Number	Subject Area Title
16	Hospitality and Tourism K-12
17	Architecture and Construction K-12
18	Agriculture, Food and Natural Resources K-12
19	Human Services K-12
20	Transportation, Distribution and Logistics K-12
21	Engineering and Technology K-12
22	Family and Consumer Science K-12
23	Academic and Career Development K-12 Use "23" for reporting elective credit on Multiple Subject Area courses K-12
24	World Languages and Literature K-12 (Starting 2017-18)
89	EE Special Education
90	EE Comprehensive Age-Level Programs
91	EE Non-Subject Specific Classifications

Multi-Subject Area Classifications

List of MCCC Classifications that can be used to classify courses in the Local Course Index to report more than set of marks and credits in different subject areas (only if the specific student information system vendor the school is using allows multiple marks in a single course).

1. These classifications allow for more than one mark to be reported on a single student record if Subject Area is included for each mark reported.
2. These classifications do not, however, require that more than one mark be reported for a single student record, and a single record may include Subject Area.
3. EE does not have multiple Subject Area Classifications. All courses will use standards-based scoring.

MCCC number	MCCC Classification title
1055	American Literature/Social Studies Combination 9-12
1057	World or British Literature/Social Studies Combination 9-12
23008	Field Studies–Nonspecific Subject Area 9-12
23009	Seminar/Project–Nonspecific Subject Area 9-12
23020	IB Primary Years Program
23205	Language Arts/Social Studies Combination–Support Services (special education) 9-12
23320	Integrated Program–Support Services
23321	Individualized Program–Support Services (special education) 9-12
23329	Particular Program–Support Services (special education) 9-12
23396	Seminar/Project–Support Services (special education) 9-12
23397	Independent Study–Support Services (special education) 9-12
23480	ESL Seminar/Project (English as a Second Language) 9-12
23481	ESL Independent Study (English as a Second Language) 9-12
23500	Kindergarten K-8
23501	Grade 1 K-8
23502	Grade 2 K-8
23503	Grade 3 K-8

MCCC number	MCCC Classification title
23504	Grade 4 K-8
23505	Grade 5 K-8
23506	Grade 6 K-8
23507	Grade 7 K-8
23508	Grade 8 K-8
23509	Multi-Grade Levels K-8
23995	Homebound 9-12
23997	Nonspecific Subject Areas–Independent Study 9-12

Independent Study Classifications

List of MCCC Classifications that can be used to classify courses in the Local Course Index to report completed coursework using the Independent Study Coursework type on the Student Course Record.

1. These classifications must be used to report IndStudyStudentRecords on the Student Course Record.
2. These classifications may be used to report ScheduledStudentRecords on the Student Course Record.

MCCC Number	MCCC Classification title
1997	English Language and Literature–Independent Study
2997	Mathematics–Independent Study
3997	Life and Physical Science–Independent Study
4997	Social Sciences and History–Independent Study
5048	Dance–Independent Study

MCCC Number	MCCC Classification title
5098	Theater–Independent Study
5148	Music–Independent Study
5198	Visual Arts–Independent Study
5297	Media Arts–Independent Study
6997	World Language and Literature–Independent Study
7997	Religious Education and Theology–Independent Study
8048	Physical Education–Independent Study
8098	Health Education–Independent Study
8153	Drivers' Education–Independent Study
8999	Physical, Health, and Safety Education–Other
9997	Military Science–Independent Study
10997	Computer and Information Sciences–Independent Study
11997	Communication and Audio/Video Technology–Independent Study
12997	Business and Marketing–Independent Study
13997	Manufacturing–Independent Study
14997	Health Care Sciences–Independent Study
15997	Public, Protective and Government Service–Independent Study
16997	Hospitality and Tourism–Independent Study

MCCC Number	MCCC Classification title
17997	Architecture and Construction–Independent Study
18997	Agriculture, Food and Natural Resources–Independent Study
19997	Human Services–Independent Study
20997	Transportation, Distribution and Logistics–Independent Study
21997	Engineering and Technology–Independent Study
22996	Family and Consumer Science–Independent Study
23397	Independent Study–Support Services
23481	ESL–Independent Study
23997	Nonspecific Subject Areas–Independent Study
24997	World Language and Literature–Independent Study
89001	Comprehensive Programs Children and Families–Individualized Services EE
89002	Speech/Language Programs Children and Families–Individualized Services EE
89003	Bilingual Programs Children and Families–Individualized Services EE
89099	Children and Families Other–Individualized Services EE
89101	Integrated Child Services–Individualized Services EE
89102	Integrated Child Services (Special Education Setting)–Individualized Services EE
89103	Speech/Language Child Services–Individualized Services EE
89104	Speech/Language (Special Education Setting) Child Services–Individualized Services

MCCC Number	MCCC Classification title
89105	Individual Speech/Language Child Services–Individualized Services EE
89106	Adapted Physical Education Child Services–Individualized Services EE
89107	Bilingual Child Services–Individualized Services EE
89199	Child Services Other–Individualized Services EE
89999	Special Education Other–Individualized Services EE
90097	Comprehensive Birth to Age Three–Individualized Services EE
90197	Comprehensive Ages Three to Five–Individualized Services EE
90297	Comprehensive Birth to Age Three–Individualized Services EE
91993	Dual-Language Programs–Individualized Services
91996	Individualized Services Course Classification–Other

Bilingual Classifications

List of MCCC Classifications that can be used in the Local Course Index to classify courses that involve two or more languages of instruction.

MCCC Number	MCCC Classification Title
2956	Bilingual Mathematics 9-12
3216	Bilingual Science 9-12
4985	Bilingual Social Studies 9-12
8059	Bilingual Health Education 9-12

MCCC Number	MCCC Classification Title
89003	Dual-Language Programs Children and Families–Individualized Services
89107	Dual-Language Child Services–Individualized Services
90003	Dual-Language Comprehensive Birth to Age 3
90103	Dual-Language Comprehensive Ages 3-5
90203	Dual-Language Comprehensive Birth to Age 5
91993	Dual-Language Programs–Individualized Services
91994	Dual-Language Programs–Child Directed
91995	Dual-Language Course Classification–Other

Appendix G: EDVP Data Validations Portal for Minnesota Common Course Catalogue

List of the MCCC error message for the EDVP data validations portal. This will list the rule number, the rule type and a sample message.

Rule Number	Sample Message	Meaning of sample message
1.	1. Error: Course ', c.LocalCourseCode, ' is missing a value for the course level.	The reported course is missing the course level.
1a.	1a. Error: Course ', c.LocalCourseCode, ' is assigned to a state course code that is Unclassified and a local course description needs to be provided.	The state course code is an unclassified code and needs to have a local course description provided.
2.	2. Error: Course ', c.LocalCourseCode, ' has a course level of X and should not have college course fields entered.	Course level is X and college information of college code and college course code has been included.
3.	3. Warning: Course ', c.LocalCourseCode, ' is using a state course classification code is not correct if this is for linear equations. Use code 2006 for linear equations	Is a warning about the use of the state course code 2111. This is not to be used for Linear Equation course content.
4.	4. Error: Course ', c.LocalCourseCode, ' has a course level of D or A but is missing the additional fields for the college course.	If the course level is D or A verify that the college code and college course code have been reported.
5.	5. Error: Course ', c.LocalCourseCode, ' has college fields for courses that are not defined with course level of D or A.	If the course level is NOT D or A make sure that no college code or college course code is reported for the district course.
6.	6. Error: Course ', c.LocalCourseCode, ' has a course level of P but is missing the additional fields that are defined for early education courses only.	If the course level is P (early education EE) then one or more of the fields listed: curriculum, curriculum implementation code, assessment tool, assessment tool implementation code, PreK local code, Pre-K Program Type and Standards Placement Code are missing a value that needs to be entered.

Rule Number	Sample Message	Meaning of sample message
7.	7. Error: Course ', c.LocalCourseCode, ' is not an early education course with course level P but the EE additional course fields have data entered.	If the course level is P (early education EE) then no values should be entered for: curriculum, curriculum implementation code, assessment tool, assessment tool implementation code, PreK local code, Pre-K Program Type and Standards Placement Code.
8.	8. Error: Course ', c.LocalCourseCode, ' has a course level of P but it has a state course classification code that is not for early education.	If the course level is P (early education EE) then state course classification code must be a number greater than 89000.
9.	9. Error: Course ', c.LocalCourseCode, ' is defined with a state course classification code that is for early education only and the course level is not P.	If the course level is NOT P (early education EE) then state course classification code must be a number less than 89000.
10.	10. Error: Course ', c.LocalCourseCode, ' is being used but is missing the state course classification code.	The state course code has not been reported for the reported district course.
11.	11. Warning: Course ', c.LocalCourseCode, ' has a course level characteristic of EOC but it may not be a valid science course.	End of Course (EOC) indicator is set but the course is not a Science course. The EOC is only selected for the Science course that students take the year that they take the high school Science MCA test.
12.	12. Warning: Course ', c.LocalCourseCode, ' does not have a course level characteristic of EOC but is classified as a Biology course.	End of Course (EOC) indicator is set but Science course may not be a course that is given to the students they year that they take the high school Science MCA test.
13.	13. Error: Course ', c.LocalCourseCode, ' has course level characteristics SPI, FPI or ABE on a course level that is not P for early education course level.	13. Courses that have the indicators State Program (SPI), Federal Program (FPI) or Adult Basic Education (ABE) are only used for course level P (early education EE).

Rule Number	Sample Message	Meaning of sample message
14.	14. Error: Course ', c.LocalCourseCode, ' is missing a value for the Standards Addressed field.	On a course, the Standards Addressed field cannot be left blank or null.
15.	15. Error: Course ', c.LocalCourseCode, ' is missing a value for the Number of Parts field.	On a course, the Number of Parts cannot be left blank or NULL.
16.	16. Error: Course ', c.LocalCourseCode, ' is missing a value for the High School Requirement field.	On a course, the High School requirement cannot be left blank or NULL.
17.	17. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' is missing a value for the Sequence Number.	The Sequence of Course is not blank or NULL.
18.	18. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' is missing the teacher license.	A teacher license number known at the file folder number (FFN) is reported for the teacher of a section. This cannot be blank, Null or a non-valid license number.
19.	19. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' Session ', c.SessionName, ' begin date is after the end date.	A Session (term) start dates is before end date. The start date needs to be a date before the end date.
20.	20. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' Session, ', c.SessionName, ', days of instruction are too great to occur between the begin and end dates of the session.	A Session (term) days of instruction can occur between the begin and end dates. The days of instruction must be a count of number between the two dates.
21.	21. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' Session, ', c.SessionName, ', days in session are too great to occur between the begin and end dates of the session.	A Session (term) days in session can occur between the begin and end dates. The days in session must be a count of number between the two dates. This is the teacher days between the two dates.

Rule Number	Sample Message	Meaning of sample message
22.	22. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' Session, ', c.SessionName, ', days in session are less than the days of instruction.	A Session is reporting the days of instruction is more than the days in session.
23.	23. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' session details need to be defined.	A session needs to report term type/term number, start and end dates for the term, days in session, days of instruction. Make sure that all information reported.
24.	24. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' have a fixed period indicator set and are missing the class period information.	On a Section, the fixed period indicator is set to true but the period information is not reported.
25.	25. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' Class Period, ', c.ClassPeriodName, ', start time is after the end time.	For a period, the start time must be before the end time.
26.	26. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' is missing a value for Minutes Of Instruction.	The Section Minute of Instruction per term cannot be blank or null.
27.	27. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' is missing a value for Delivery Mode.	The Section Delivery Mode cannot be blank or null.
28.	28. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' Virtual Indicator is set but the Delivery Mode is not a virtual option.	Virtual Indicator is set but the Delivery Mode is ground.

Rule Number	Sample Message	Meaning of sample message
29.	29. Staff Course Section for Error: Course ', c.LocalCourseCode, ' / Section ', c.SectionIdentifier, ' has medium of instruction of EE for early education but one or more of the EE section fields are missing.	Instructional method is EE for early education but the fields for early education are missing.
30.	30. College Course for Direct Pay, Error: Course ', c.CollegeCourseCode, ' organization ', c.CollegeCourseEducationOrganizationId,' is missing college course information. This includes college course code, college edOrgId, college grade and/or college credits.	Student course work type for direct pay is missing some of the details for the college course taking information. This includes college course code, college edOrgId, college grade and/or college credits.
31.	31. College Course for Direct Pay, Error: Course', c.CollegeCourseCode, ' organization ', c.CollegeCourseEducationOrganizationId,' is missing the state course classification code.	Student course work type for direct pay college course is missing the related state course code.
32.	32. The student is missing a grade and the Marking Indicator is set, Error: Course', c.LocalCourseCode, ' section ', c.SectionIdentifier,' for student id ', c.stateStudentId,'.	Course section has marking indicator set but grades have not yet been reported.
33.	33. The student reported with a non-state score, Error: Course', c.LocalCourseCode, ' section ', c.SectionIdentifier,' for student id ', c.stateStudentId,' score ', c.LocalMarkEarned,'.	The student grade is not a valid score to be reported to the state.