

California Community Colleges
Management Information System
Data Element Dictionary

Student Success Data Elements

| DED# | DATA ELEMENT NAME | FORMAT |
|------------------------------------------------------------------------------------------------|---------------------------------------|--------------|
| SS02 | STUDENT-CREDIT-COURSE-OF-STUDY | X(06) |
| This element identifies the student's credit primary major or credit program area of emphasis. | | |

| Coding |
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| <p>Enter the <i>Program Control Number (SP04)</i> of a valid program <i>or TOP code (see SP01)</i> at this college that most closely matches the student's credit course of study. If a PCN is entered, left justify and space fill.</p> <ol style="list-style-type: none"> 1. The Program Control Number is the preferred code. 2. This data element may be coded with 'YYYYYY' if the student is exempt from orientation, assessment, and educational plan development. 3. Enter '000000' if the student did not identify a course of study. 4. This element should be updated every reporting term to reflect the most current status of the student during the reporting term. If there were no changes or contact during the term, the student's credit course of study does not change from the last reported term. 5. Nonexempt students are required to identify a credit course of study after completing 15 semester units or 22 quarter units of degree-applicable credit course work, or prior to the end of the 3rd semester or 4th quarter of enrollment, or a shorter period if required by district or program policy. Once the student has identified a credit course of study, the district must provide the student with an opportunity to develop a comprehensive student educational plan pursuant to Title 5, Section 55524 within a reasonable time period. |

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SS02 STUDENT-CREDIT-COURSE-OF-STUDY

| Processing Edits | |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FIELD CHECK | '000000' or 'YYYYYY' or valid TOP Code (SP01) or valid Program Control Number (SP04) |
| INTEGRITY CHECK | <ol style="list-style-type: none"> 1. This element can be coded as 'YYYYYY' only when: Orientation Exempt Status (SS03), and Assessment Exempt Status (SS04), and Education Plan Exempt Status (SS05) are all coded as 'DO' or 'DY' or 'OY' or 'OD'. 2. If SS02= '000000' then SS09 (Education Plan) cannot = 'B' or 'C'. |
| QUALITY CHECK | <p>Reject the submission if, out of all the credit, non-special admit students:</p> <p>35% or more have a value of 'YYYYYY' (exempt) and/or</p> <p>45% or more have a value of '000000' (no course of study).</p> |

SS02 STUDENT-CREDIT-COURSE-OF-STUDY

| Change History |
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| 4/07/2014 Added 'B or' to integrity check 2. |
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| Optional for Academic Year 2013-14. Mandatory starting Summer 2014. |
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