

Course SIS Data

This screen is designed to contain the State Information System data for each course-section entered in the master schedule. For Arkansas State Reporting, it is important this screen is reviewed for accuracy.

Menu Access: Scheduling > Courses > Course Sections > Course SIS Data > then select a course in the course list page

Note: The screen should be saved for existing data to pull in state reporting.

Sample Course SIS Data Screen

Course SIS Data Fields	
Exclude From Cycle	<input type="text"/>
DO NOT USE (Previously HQT)	6 - Not Applicable
Licensure Exception	NA - Not Applicable
AP Training Expiration Date	<input type="text"/>
AAA Certification	<input type="checkbox"/>
Vocational LEA	<input type="text"/>
Digital Learning Type	NO - No
Digital Learning Provider*	NA - Not Applicable
Digital Delivery	NA - Not Applicable
Special Ed	<input type="checkbox"/>
SPED Overage Flag	<input type="checkbox"/>
Transition Vendor	<input type="text"/>
Alternative Environment	<input type="checkbox"/>
Coding Block 7/8	<input type="checkbox"/>
Personal Finance	<input type="checkbox"/>
College Credit	<input type="checkbox"/>
Institution Issuing Credit	<input type="text"/>
Kindergarten Overage Flag	<input type="checkbox"/>
Regular Ed Self Contained	<input type="checkbox"/>
Course Minutes	0

Field Descriptions: (*Asterisk notes a required field)

Exclude from Cycle - Use this field for excluding courses from the state reporting.

Note: Leave this field blank unless this course is NOT to be pulled in SIS. In this case, enter 000000's in this field.

DO NOT USE (Previously HQT) - Do not use.

Licensure Exception - This data is entered at the master schedule level for each course. Licensure Exception indicates the reason that a teacher is assigned to a course that he/she is not licensed to teach. An unlicensed teacher in a core academic area **MUST** meet AQT. If the teacher is fully licensed to teach the course, enter NA – Not Applicable.

AP Training Expiration Date - The field will indicate the training expiration date as provided by APSI or ATP. AP training is valid for five years from when the teacher attends the training. ATP's are valid for up to three years from the school year when they are initially filed.

AAA Certification - Indicates the athletic class teacher is not certified but is acceptable because the school district has the Arkansas Activities Association documentation which allows the teacher to be assigned to the class.

Vocational LEA - LEA number of the institution where the course will be taught.

Digital Learning Type – Select the type of digital learning service type provided.

Digital Learning Provider* – Select the organization providing the digital learning instruction from the drop down table.

Digital Delivery – Select the type of technology used in the digital learning instruction.

Special Ed - Check if this course is a special education course taught by a special education teacher.

Transition Vendor - Used to indicate which transition vendor is providing employment training and services to high school special education or 504 students that are scheduled into specific transition courses.

Alternative Environment - Check if this course is taught in an alternative learning environment.

Coding Block 7/8 - Indicates the Computer Science Coding Block for Grades 7 or 8 curriculum is taught as part of this course section.

Personal Finance – Check if this course includes the personal finance standards required in Act 480 of 2017.

College Credit - Check if this course will allow students to receive concurrent credit.


Institution Issuing Credit - If the course allows concurrent credit, select the college or university code from the drop-down table, otherwise leave this field blank.

Kindergarten Overages Flag - A check “√” indicates that a Kindergarten class has more students than the standards allow but is acceptable because there is a teacher aide assigned to the class.

Regular Ed Self Contained - Check to indicate that this course is a part of the regular elementary education core courses taught by a teacher who has the same group of students for the majority of the day.

Course Minutes - The length in minutes a course section meets.

To enter information in the Course SIS Data:

1. Access the course section to update or add.
2. Enter the appropriate information.
3. Select  (Save).