

MAC2 Student Course Registration System (SCRS)
Refer to the Data Dictionary Reference Link for Details

One record per course subject per course number per section number per course session per student per academic term

Collection	Frequency	Population Scope	Extraction Timeframe	Submission (Edit Checks)	Validation	Release
Student Course Registration System (SCRS)	Annual	<p>SCRS is an annual collection that replaces the twice per year CIS and SRS collections. The file will include courses that begin on or after January 1 and end on or before December 31st. Any courses that start on or after January 1st but end AFTER December 31st should be held until the following reporting year. For example, if a course starts on November 1, 2023 but does not end until January 15, 2024, that course should be reported in subsequent reporting year of January 1, 2024 to December 31, 2024 rather than reported in January 1, 2023 to December 31, 2023 file. While SCRS is an annual file, a new data element, Academic Term (DD184) has been added to this collection for institutions to post the academic term assigned to the class section offered by the college. The variable is optional for the 2023-24 reporting year, but required in 2024-25.</p> <p>The population scope for this file includes all students with the following degree sought codes: 10, 15, 20, 30, 40, 43, 44, 46, 47, 48, 49, 50, 60, 65, 68, 70 and 87. The file must include all courses taken by students enrolled under one of these degree sought codes. Courses should not be included for students enrolled in Doctoral level programs (degree sought 81, 85, or 86), even if they are taking courses at the undergraduate or Master's level. This exclusion includes students taking courses where the Master's degree is En Passant (earning a Master's degree concurrently with a PhD). The file must also include courses taken by all early/middle college, dual enrollment and other special populations (incarcerated students) taking credit-bearing courses at any academic level provided the enrollment is in one of the degree sought codes (10, 15, 20, 30, 40, 43, 44, 46, 47, 48, 49, 50, 60, 65, 68, 70 and 87). Do not use course level as an indicator for building the population of interest for the data submission. Use degree sought codes of 10, 15, 20, 30, 40, 43, 44, 46, 47, 48, 49, 50, 60, 65, 68, 70 and 87 to build the population of interest and then pull all courses, regardless of academic level of course, that are being taken by those students.</p> <p>Please provide the start and end dates for Fall, Winter, Spring, and Summer terms specific to your institution.</p> <p>This file will be transmitted to the MLDS Center.</p>	Data should be extracted no sooner than January 1st to ensure completeness of grade reporting. Only extract data prior to January 1st if all grades and grade changes have been completed for the reporting period.	Submission 3/15 to 4/12	Validation 5/20 to 8/30	Data Release 9/3

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Item #	Minimum Field Length	Maximum Field Length	Field Type	Data Element	Data Dictionary Reference
1	1	1	Digit	Collection Term	DD2
2	4	4	Digits	Collection Year	DD1
3	8	8	Digits	OPEID(FICE + 2)	DD3
4	9	9	Digits	Identification Number (SSN)	DD5
5	1	1	Digit	Identification Number Type	DD6
6	3	10	Alphanumeric	Local Campus Student ID	DD8
7	3	35	Alphabetic	Last Name	DD10
8	1	35	Alphabetic	First Name	DD11
9	0	35	Alphabetic	Middle Name	DD12
10	0	10	Alphabetic	Generation Suffix	DD13
11	1	1	Digit	Gender	DD21
12	8	8	Digits	Birthdate	DD27
13	1	1	Digit	US Citizenship	DD24
14	0	1	Alphabetic	Hispanic/Latino Ethnicity	DD25
15	0	1	Digit	White	DD26.1
16	0	1	Digit	Black/African American	DD26.2
17	0	1	Digit	Asian	DD26.3

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18	0	1	Digit	American Indian/ Native Alaskan	DD26.4	
19	0	1	Digit	Native Hawaiian/ Pac. Is.	DD26.5	
20	2	2	Digit	Optional for 2023-24, Required 2024-25 Student Academic Level	DD177	If not reporting for 2023-24 enter: 99
21	1	1	Digit	Optional for 2023-24, Required 2024-25 Academic Term	DD184	If not reporting for 2023-24 enter: 5
22	8	8	Digit	Optional for 2023-24, Required 2024-25 Course Start Date	DD178	If not reporting for 2023-24: Leave blank
23	8	8	Digit	Optional for 2023-24, Required 2024-25 Course End Date	DD179	If not reporting for 2023-24: Leave blank
24	1	50	Alpha/ Numeric	Optional for 2023-24, Required 2024-25 Course Title	DD180	If not reporting for 2023-24: Leave Blank
25	1	6	Alpha/ Numeric	Course Subject	DD119	
26	1	6	Alpha/ Numeric	Course Number	DD120	
27	1	6	Alpha/ Numeric	Section Number	DD121	
28	1	3	Alpha/ Numeric	Course Session	DD146	
29	1	5	Decimal	Course Hours	DD127	
30	1	1	Alphabetic	Instruction Type	DD125	
31	2	2	Digits	New codes added Instructional Location	DD126	
32	2	2	Digits	Optional for 2023-24, Required 2024-25 Course Academic Level	DD181	If not reporting for 2023-24 enter: 99
33	1	1	Digit	Academic Rank	DD90	
34	0	2	Digits	Optional for 2023-24, Required 2024-25 Course Quality Points	DD182	Can be Blank (See Definition)
35	1	2	Alphabetic	Optional for 2023-24, Required 2024-25 Course Grade or Outcome	DD183	If not reporting for 2023-24 enter: XX

Highlighted Items (20-24, 32, 34-35) are new Data Elements