ODE EMIS MANUAL

Section 8.6:
Student Course Academic Performance History Record (FH)

Ohio | Department of Education

Version 1.1
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REVISION HISTORY

The revision history provides a means for the readers to easily navigate to the places in the manual where updates have occurred. Where there has been a significant change or update it will be highlighted. Minor changes, such as typos, formatting, and grammar are not highlighted.

Version	Date	Effective Date (FY & Reporting Period)	Change #	Description
1.1	12/17/13	FY14K	NA	Corrected Defining a Unique Record table so that Local Course Code is FH080.

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8.6 STUDENT COURSE ACADEMIC PERFORMANCE HISTORY RECORD (FH)

Required Reporting Periods

The Student Course Academic Performance History Record (FH) and the relevant elements are to be reported as follows.

Record Field Number	Data Element	E-Transcript (E)	Student Record Exchange (X)
FH050	EMIS Student ID Number	√	√
FH060	School Year Course Taken e.g., 2010 (CCYY)	√	√
FH070	Semester Code	√	√
FH080	Local Course Code	√	√
FH090	Local Course Name	√	√
FH100	State Subject Code	√	√
FH110	Grade Level At Time Course Taken	√	√
FH120	Honors Flag	√	
FH130	College Prep Flag	√	
FH140	Dual Credit Flag	√	
FH150	Advanced Placement Flag	√	
FH160	International Baccalaureate Flag	√	
FH170	Postsecondary Flag	√	
FH180	Educational Option Flag	√	√
FH190	Location IRN	√	√
FH200	Grade Earned	√	√
FH210	Quality Points Amount	√	√
FH220	Credits Earned Amount	√	√
FH230	Credits Attempted Amount	√	√
FH240	Include in GPA Flag	√	
FH250	GPA Weight Factor	√	
FH260	Subject Area for Credit	√	√
FH270	Course Completed Flag	√	√
FH280	Curriculum		√
FH290	Delivery Method		√
FH300	Student Population		√
FH310	Credit Flexibility		√
FH320	Course Enrollment Start Date CCYYMMDD		√
FH330	Course Enrollment End Date CCYYMMDD		√
FH340	Local Course Type		√
FH350	CTE College Credit Flag		√

General Guidelines

The Student Course Academic Performance data elements are reported for the E-Transcript (E) and Student Record Exchange (X) collection requests only. The data describes the academic course performance for the student as reported by the Local Education Agency (LEA). The elements appear in alphabetical order.

☼ Advanced Placement Flag

Record Field Number	FH150
Definition	Indicates if the course is considered an Advanced Placement course.

Valid Options

N – Course is not an Advanced Placement course (default)
Y – Course is an Advanced Placement course

☼ CTE College Credit Flag

Record Field Number	FH350
Definition	See CN300.

Valid Options

N – No, the course is not a CTE College Credit Course (default)
Y – Yes, the course is a CTE College Credit Course

☼ College Prep Flag

Record Field Number	FH130
Definition	Indicates if the course is considered a College Prep course.

Valid Options

N – Course is not a College Prep course (default)
Y – Course is a College Prep course

☼ Course Completed Flag

Record Field Number	FH270
Definition	Indicates the status of the course.

Valid Options

N   Course is not completed
Y   Course is completed

☼ Course Enrollment End Date

Record Field Number	FH330
Definition	See GN170.

Valid Options

00000000   Unknown date
CCYYMMDD   Year, Month, Day

Reporting Instructions. Report '00000000' only if the Course Enrollment End Date is unknown. The Course Enrollment End Date must be greater than the Course Enrollment Start Date.

☼ *Course Enrollment Start Date*

Record Field Number	FH320
Definition	See GN160.

Valid Options
      00000000   Unknown date
      CCYYMMDD Year, Month, Day

    Reporting Instructions. Report '00000000' only if the Course Enrollment Start Date is unknown. Also, if a student enrolls multiple times in the same course within the same year, report only one course start date.

☼ *Credit Flexibility Element*

Record Field Number	FH310
Definition	See CN350.

Valid Options
    See CN350 for Valid Option values.

☼ *Credits Attempted Amount Element*

Record Field Number	FH230
Definition	The number of credits attempted.

Valid Options
    00.00 (default)
    00.01– 99.99

    Reporting Instructions. Report the maximum amount in Carnegie units that the student could earn for the Local Course Code (FH080), Semester Code (FH070), and School Year Course Taken (FH060) Elements.

☼ *Credits Earned Amount Element*

Record Field Number	FH220
Definition	The number of credits earned.

Valid Options
    00.00 (default)
    00.01– 99.99

    Reporting Instructions. Report the amount in Carnegie units that the student earned for Local Course Code (FH080), Semester Code (FH070) and School Year Course Taken (FH060) Elements.

☼ *Curriculum Element*

Record Field Number	FH280
Definition	See CN310.

Valid Options
    See CN310 for Valid Option values.

Valid Options from prior years
>> ** No Meaningful Value Being Reported at This Time

☼ *Delivery Method Element*

Record Field Number	FH290
Definition	See CN320.

Valid Options
>> See CN320 for Valid Option values.

Valid Options from prior years
>> ** No Meaningful Value Being Reported at This Time

☼ *Dual Credit Flag*

Record Field Number	FH140
Definition	Indicates if the course is considered a Dual Credit course.

Valid Options
>> N – Course is not a Dual Credit course (default)

>> Y – Course is a Dual Credit course

☼ *Educational Option Flag*

Record Field Number	FH180
Definition	Indicates if the course is an Educational Option course.

Valid Options
>> N – Course is not an Educational Option course (default)

>> Y – Course is an Educational Option course

☼ *GPA Weight Factor Element*

Record Field Number	FH250
Definition	The weighting factor used to calculate the Grade Point Average.

Valid Options
>> 000.00 (Default)

>> 000.01 – 999.00

☼ *Grade Earned Element*

Record Field Number	FH200
Definition	Final grade or mark given for the course.

Valid Options
>> Text or number as determined by LEA.

☼ *Grade Level at Time Course Taken Element*

Record Field Number	FH110
Definition	Student's grade level at the time the course was taken.

Valid Options
See FD090 for Valid Options values.

☼ *Honors Flag*

Record Field Number	FH120
Definition	Indicates if the course is an Honors course.

Valid Options
N – Course is not an Honors course (default)
Y – Course is an Honors course

☼ *Include in GPA Flag*

Record Field Number	FH240
Definition	Indicates if the course is included in the Grade Point Average calculation.

Valid Options
N – Course is not included in the student's Grade Point Average (default)
Y – Course is included in the student's Grade Point Average

☼ *International Baccalaureate Flag*

Record Field Number	FH160
Definition	Indicates if the course is an International Baccalaureate course.

Valid Options
N – Course is not an International Baccalaureate course (default)
Y – Course is an International Baccalaureate course

☼ *Local Course Code*

Record Field Number	FH080
Definition	The code used by the LEA that identifies a specific course.

   Reporting Instructions. Report the value as assigned by the LEA for this course. The value must be unique for a specific student within a given School Year Course Taken (FH060) and Semester Code (FH070). If a student enrolls in a course multiple times within the timeframe represented by the semester code, report the multiple enrollments in a single FH record.

☼ *Local Course Type Element*

Record Field Number	FH340
Definition	Textual description used to describe additional details about the local course level assigned to the course.

Reporting Instructions. Use this element to report additional information about the course level beyond what is reported in elements FH120-FH180 and FH280-FH310. For example, this free form text area can be used to describe a level that indicates the course is a high school equivalent, a course level for English Language Learners (ELL) or a remedial course.

☼ *Local Course Name Element*

Record Field Number	FH090
Definition	Local title or name of the course.

Reporting Instructions. Report the name or local title of the course as assigned by the LEA.

☼ *Location IRN Element*

Record Field Number	FH190
Definition	See CN110.

Valid Options
See CN110 for Valid Option values.

☼ *Postsecondary Flag*

Record Field Number	FH170
Definition	Indicates if the course is a Post-Secondary course.

Valid Options
N – Course is not a Post-Secondary course (default)

Y – Course is a Post-Secondary course

☼ *Quality Points Amount Element*

Record Field Number	FH210
Definition	Points used in the calculation of the student's Grade Point Average.

Valid Options
00.00 (default)

00.01 – 99.99

☼ *School Year Course Taken Element*

Record Field Number	FH060
Definition	The school year in which the student took the course.

Valid Options
YYYY   Four digit year

☼ *Semester Code*

Record Field Number	FH070
Definition	See CN090.

Valid Options
See CN090 for Valid Option values.

☼*State Subject Code*

Record Field Number	FH100
Definition	See CN050.

Valid Options
See CN050 for current year Valid Option values**.**

Valid Options from prior years

010001	Environmental and Agricultural Science
010150	Animal Bioscience
010201	Agricultural and Industrial Equipment
010301	Agribusiness and Production Systems
010601	Horticulture
010901	Animal Science and Management
011001	Food Science and Technology
012000	Biotechnology for Food, Plant, and Animal Sciences year
040001	Arts and Communication Foundation (Career Technical)
170360	Manufacturing Operations
172303	Manufacturing Occupations
122000	Music (K-8)
120000	General Music
120300	Music Theory
120400	Vocal/Choral Music
120500	Instrumental Music
120800	Music Appreciation
129999	Other Music Course
110190	Transition to High School Mathematics
171750	Computational Science and Engineering
172700	Plastics Occupations
170802	Marine Maintenance
180260	Early Learning Initiative
180270	Federal Headstart
180290	Local Preschool
196096	Early Education of the Handicapped/Early Childhood Education Grant (formerly Preschool Grant)
196098	Early Education of the Handicapped/Early Learning Initiative
110190	Transition to High School Mathematics
040115	Entertainment Marketing (Career Technical)
040820	E-Commerce Marketing (Career Technical)
040830	Marketing Technology (Career Technical)
040840	Sports Marketing
041118	Hospitality and Tourism (Career Technical)
069910	AP Chinese
069912	AP Japanese
069914	AP French Language
069916	AP German Language
069918	AP Italian Language
069920	AP Russian
070001	Foundation for Health Careers

069930	AP Spanish Language
070998	Diversified Health Occupations (DHO)
079960	Diversified Cooperative Health Occupations (DCHO)
090001	Human Resources/Services Foundation
090011	Career Paths for the Teaching Professions
090101	Personal Development
090102	Parenting and Child Development (9-12)
090106	Family Relations
090107	Nutrition and Wellness (9-12)
090108	Resource Management
090111	Life Planning (9-12)
090112	Life Planning with Career Mentorship (9-12)
090185	Middle School Work and Family Life (7-9)
090201	Early Childhood Education and Care
090203	Culinary Arts & Food Service Management
090205	Hotels and Resorts
090230	Government and Public Administration
129926	AP Music Theory
139903	AP Biology
139906	AP Chemistry
139930	AP Environmental Science
139999	Other Science
150110	Anthropology (7-8)
150210	Social Psychology (7-8)
151131	Psychology (7-8)
151207	Sociology (7-8)
152410	History (Regional) (7-8)
152500	AP Psychology
152600	AP U.S. History
152700	AP World History
152820	AP Human Geography
170002	Manufacturing Foundations
170003	Construction Foundations
170004	Transportation Foundations
170050	Workforce Readiness Program
170200	Appliance Repair
170900	Commercial Photography Occupations
171807	Engineering Technologies – Design
171808	Engineering Technologies – Process
171809	Engineering Technologies – Product/Service
171900	Graphic Occupations
172000	Chemical Laboratory Assisting
172004	Industrial Lab Assisting
172809	Fundamentals of Public Safety

☼ *Student Population Element*

Record Field Number	FH300
Definition	See CN340.

Valid Options
See CN340 for Valid Option values.

Valid Options from prior years
**   No Meaningful Value Being Reported at This Time

☼ *Subject Area for Credit Element*

Record Field Number	FH260
Definition	See CN210.

Valid Options
See CN210 for Current Year Valid Option values.

Valid Options from prior years
MTH   Mathematics
SCI   Science
SOC   Social Studies

Defining a Unique Record

Each EMIS record has specific fields that must be unique on each row of data reported. For the Student Course Academic Performance History Record (FH), each combination of values in the following fields must be unique.

Required Fields	Number
EMIS Student ID Number	FH050
School Year Course Taken	FH060
Semester Code	FH070
Local Course Code	FH080

8.6 STUDENT COURSE ACADEMIC PERFORMANCE HISTORY RECORD (FH) FILE LAYOUT

Number	Position	Name	PIC/Size
	1-8	Filler	PIC 9(8)
FH010	9-10	Sort Type	PIC X(2)
		Always "FH"	
	11	Filler	PIC X
FH020	12-15	Fiscal Year e.g., 2010 (CCYY)	PIC X(4)
FH030	16	Reporting Period	PIC X
		E – E-Transcript X – Student Record Exchange	
FH040	17-22	LEA IRN	PIC X(6)
FH050	23-31	EMIS Student ID Number	PIC X(9)
FH060	32-35	School Year Course Taken e.g., 2010 (CCYY)	PIC X(4)
FH070	36	Semester Code	PIC X
FH080	37-66	Local Course Code	PIC X(30)
FH090	67-96	Local Course Name	PIC X(30)
FH100	97-102	State Subject Code	PIC X(6)
FH110	103-104	Grade Level At Time Course Taken	PIC X(2)
FH120	105	Honors Flag	PIC X
FH130	106	College Prep Flag	PIC X
FH140	107	Dual Credit Flag	PIC X
FH150	108	Advanced Placement Flag	PIC X
FH160	109	International Baccalaureate Flag	PIC X
FH170	110	Postsecondary Flag	PIC X
FH180	111	Educational Option Flag	PIC X
FH190	112-117	Location IRN	PIC X(6)
FH200	118-137	Grade Earned	PIC X(20)
FH210	138-140	Quality Points Amount	PIC 99V9
FH220	141-144	Credits Earned Amount	PIC 99V99
FH230	145-148	Credits Attempted Amount	PIC 99V99
FH240	149	Include in GPA Flag	PIC X
FH250	150-154	GPA Weight Factor	PIC 9(3)V99
FH260	155-157	Subject Area For Credit	PIC X(3)
FH270	158	Course Completed Flag	PIC X
FH280	159-160	Curriculum	PIC X(2)
FH290	161-162	Delivery Method	PIC X(2)
FH300	163-164	Student Population	PIC X(2)
FH310	165	Credit Flexibility	PIC X
FH320	166-173	Course Enrollment Start Date CCYYMMDD	PIC 9(8)
FH330	174-181	Course Enrollment End Date CCYYMMDD	PIC 9(8)
FH340	182-211	Local Course Type	PIC X(30)
FH350	212	CTE College Credit Flag	PIC X