

[admin](#), [cte](#), [course catalog](#)


Dual Enrollment Courses: For Academic and CTE Courses

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The following seven College Course Codes represent all the necessary dual-enrollment course codes:

Code Set Name	Coded Value	Name	Definition
Course Group State	2190	Dual Enrollment College Course - English Language Arts	A college English language arts course taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).
Course Group State	2290	Dual Enrollment College Course - Foreign Languages	A college foreign language course taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).
Course Group State	2490	Dual Enrollment College Course - Mathematics	A college mathematics course taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).
Course Group State	2690	Dual Enrollment College Course - Science	A college science course taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).



	Code Set Name	Coded Value	Name	Definition
	Course Group State	2790	Dual Enrollment College Course - History/Social Science	A college history/social science course taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).
	Course Group State	2890	Dual Enrollment College Course - Visual or Performing Arts	A college visual or performing arts course taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).
	Course Group State	6090	Dual Enrollment College Course - Other	A college course in any other content area taken by a student in which the student earns college credit. This course may also count toward the high school graduation requirements (i.e., the student receives both college credit and high school credit). This is not an Advanced Placement (AP) or International Baccalaureate (IB) course (AP and IB courses have their own Course Group State Codes).

Setting Up Dual Enrollment College Courses for academic courses in the Course Catalog:

Suggestions for noting Dual-Enrollment College Courses in your Course Catalog to make it easy to find the Dual-Enrollment Courses you are supporting:

- Use an acronym or a short description of the specific College in the course name (e.g. **FRC CHEM10 - General Chemistry II** or **CC Introduction to Literature**, etc.)
- List the exact name of College Course as listed in the College Course Catalog.
- **USE** one of the **CALPADS COURSE CODES for Dual Enrollment courses** (see College Course Codes listed at the top of this article.)

Admin	Reports	Schools	Teachers	Portal	Help						
<input type="checkbox"/> Name			Year	School Type	District Set	Local Code	State Code	Credits	CTE ¹ Pathway	Transcript Category	Non-Std Instruction
<input type="checkbox"/> College Credit Course - English📖			2019 - 2020	High School	No	CSU-9120-3	9120	10.00	None	English	Dual Credit
<input type="checkbox"/> College Credit Course - English📖			2019 - 2020	High School	No	CSU-9120-4	9120	13.50	None	English	Dual Credit
<input type="checkbox"/> College Credit Course - English Elective📖			2019 - 2020	High School	No	CSU-91203E	9120	10.00	None	Electives	Dual Credit
<input type="checkbox"/> College Credit Course - Government📖			2019 - 2020	High School	No	CSU-920C-3	9200	10.00	None	Government	Dual Credit
<input type="checkbox"/> College Credit Course - Hist/Social Science Elective📖			2019 - 2020	High School	No	CSU-920E-3	9200	10.00	None	Electives	Dual Credit
<input type="checkbox"/> College Credit Course - Hist/Social Science Elective📖			2019 - 2020	High School	No	CSU-920E-1	9200	3.50	None	Electives	Dual Credit

In the **Edit Course** area of the Course Catalog:

- **Choose a Dual Enrollment College Course code** for any dual-enrollment Course. (CTE Dual-Enrollment courses will be covered later in the article.)
- Consider copying/pasting the Description of the College Course **as it shows in the specific College Catalog** or leave the description more generic if desired.
- Suggestion: in the **Non Std Instructional Level** field, be sure to **pick College Credit** from the drop-down if you want to be able to quickly sort the column to find all your Dual-Enrollment courses. This is **NOT Required**, though choosing this field is highly recommended for quick-sorting purposes.
- ***Important Note: Do NOT check the boxes for Independent Study and/or Distance Learning for dual-enrollment College Courses!***
- **SAVE** changes.

Course Name <input type="text" value="College Credit Course - English"/>			
School Year <input type="text" value="2019 - 2020"/>	School Type <input type="text" value="High School"/>	<input type="checkbox"/> Hidden <input checked="" type="checkbox"/> Independent Study <input type="checkbox"/> Distance Learning <input type="checkbox"/> Exclude from State Reporting	Online Course Instruction Type <input type="text" value="-- Select --"/>
Search State Codes <input type="text"/>	State Course Code <input type="text" value="9120 College Credit Course - English"/>	Local Course Code <input type="text" value="CSU-9120-3"/>	
<input type="button" value="Search"/>			
Description <input type="text" value="College English courses typically cover any English courses that are taken by a student in which the student earns college credit (dual or concurrent enrollment). This course may also count toward the high school graduation"/>		Aliases <input type="text" value="type an alias name then hit Enter"/>	<input checked="" type="checkbox"/> Lockdown
Credit Amount <input type="text" value="10"/>	Credit Type <input type="text" value="Credits"/>	Min Class Size <input type="text"/>	Max Class Size <input type="text"/>
Stds Gradelevel Range <input type="text" value="SEC - Secondary Grad..."/>	Stds Alignment <input type="text" value="1 - Current Content Sta..."/>	<input type="checkbox"/> Charter Non-Core <input type="checkbox"/> Non-College Prep <input type="checkbox"/> Middle School Core	
Language Instruction <input type="text" value="-- None --"/>	Transcript Category <input type="text" value="English"/>	R-C Grading Method <input type="text" value="A-F"/>	Grade Level <input type="text" value="4 Selected"/>
A-G State Univ. Requirements Met <input type="text" value="B) English"/>		Transcript Modifiers Cal Grant <input checked="" type="radio"/> none <input type="radio"/> x CAUC <input type="radio"/> none <input checked="" type="radio"/> ag ClassType <input type="radio"/> none <input type="radio"/> * <input type="radio"/> ap <input type="radio"/> cp <input checked="" type="radio"/> h PassFail <input checked="" type="radio"/> none <input type="radio"/> \$ <input type="radio"/> pf Repeat <input checked="" type="radio"/> none <input type="radio"/> r	
Course Pre-Requisites <input type="text" value="(None)"/>			
Non Std Instructional <input type="text" value="Dual Credit"/>			
Curriculum Category <input type="text" value="2 Selected"/>		ESSA Core <input type="text" value="Secondary"/>	
Instructional Strategy <input type="text" value="-- None --"/>			
EL Education Service <input type="text" value="-- None --"/>			
<input type="checkbox"/> Update PLS/CMS Classes PLS: 20, CMS: 0			
<input type="button" value="View Catalogs for Course"/> <input type="button" value="Cancel"/> <input type="button" value="Save"/>			

Dual-Enrollment CTE College Courses:

The process for CTE Dual Enrollment is DIFFERENT than the process for academic courses:

- Use an acronym or a short description of the specific College in the course name.
- **Suggestion: List the exact name of College Course as listed in the college course catalog.**
- Be sure to **use the appropriate CALPADS COURSE CODE for CTE courses (7000-8999)**. In

the example below notice that the CALPADS code 5845 – for Criminal law – is used. (Notice you are using **regular CALPADS CTE Course Codes** for these dual-enrollment courses.)

- You **must** use the **Non-Standard Instructional Level** indicator to designate Dual-Enrollment for a college-level CTE course, otherwise the course will not report as dual-enrollment to CALPADS!

Admin	Reports	Schools	Teachers	Portal	Help							
<input type="checkbox"/> Name				Year	School Type	District Set	Local Code	State Code	Credits	Transcript Category	Non-Std Instruction	A-G Code
<input type="checkbox"/> AJ 1 - Criminology - Butte College📄				2019 - 2020	High School	No	CSU-8411-3	8411	10.00	Life Skills/Voc. Skills/Technology	Dual Credit	GO
<input type="checkbox"/> AJ 2-Administration of Justice-Butte College📄				2019 - 2020	High School	No	CSU-8412-3	8412	10.00	Life Skills/Voc. Skills/Technology	Dual Credit	GO
<input type="checkbox"/> ALH 104 – Medical Terminology – Butte College📄				2019 - 2020	High School	No	CNT-7921-3	7921	10.00	Life Skills/Voc. Skills/Technology	Dual Credit	
<input type="checkbox"/> AUT 1 – Intro to Automotive Tech-Butte College📄				2019 - 2020	High School	No	CSU-8530-4	8530	13.50	Life Skills/Voc. Skills/Technology	Dual Credit	GO
<input type="checkbox"/> BUS 20 – Intro to Business – Butte College📄				2019 - 2020	High School	No	CSU-7400-3	7400	10.00	Life Skills/Voc. Skills/Technology	Dual Credit	GO
<input type="checkbox"/> CSCI 20-Prog & Algorithms I - Butte College📄				2019 - 2020	High School	No	CSU-8131-3	8131	10.00	Life Skills/Voc. Skills/Technology	Dual Credit	GO
<input type="checkbox"/> CSCI 21 – Program. & Algorithms II-Butte College📄				2019 - 2020	High School	No	CSU-8132-3	8132	10.00	Life Skills/Voc. Skills/Technology	Dual Credit	GO

- **IMPORTANT:** go in to the **Edit Course** area and choose **College Credit** from the **Non Std Instructional Level** drop-down.
- Remember: a college courses are **a-g**. Be sure and **choose** the appropriate **A-G State Univ. Requirement Met** designation.
- Also remember to **check the appropriate CTE Information** on the lower right-hand side of the page.
- **SAVE** your changes.

Course Name AUT 1 – Intro to Automotive Tech–Butte College			
School Year 2019 - 2020	School Type High School	<input type="checkbox"/> Hidden <input checked="" type="checkbox"/> Independent Study <input type="checkbox"/> Distance Learning <input type="checkbox"/> Exclude from State Reporting	Online Course Instruction Type -- Select --
Search State Codes	State Course Code 8530 Introduction to Systems Diagnostics, Service, and Repair	Local Course Code CSU-8530-4	
<input type="button" value="Search"/>			
Description		Aliases	Lockdown <input checked="" type="checkbox"/>
		type an alias name then hit Enter	
		AUT 1 – Intro to Automotive Tech–Butte College	
Credit Amount 13.5	Credit Type Credits	Min Class Size	Max Class Size
Stds Gradelevel Range NOT - Not Applicable	Stds Alignment 3 - Not Content Standar...		<input type="checkbox"/> Charter Non-Core <input type="checkbox"/> Non-College Prep <input type="checkbox"/> Middle School Core
Language Instruction -- None --	Transcript Category Life Skills/Voc. Skills/Te...	R-C Grading Method A-F	Grade Level 4 Selected
A-G State Univ. Requirements Met GO) Other Elective		Transcript Modifiers	
		Cal Grant <input checked="" type="radio"/> none <input type="radio"/> x CAUC <input checked="" type="radio"/> none <input type="radio"/> ag ClassType <input type="radio"/> none <input type="radio"/> * <input type="radio"/> ap <input type="radio"/> cp <input checked="" type="radio"/> h PassFail <input checked="" type="radio"/> none <input type="radio"/> S <input type="radio"/> pf Repeat <input checked="" type="radio"/> none <input type="radio"/> r	
Course Pre-Requisites (None)			
Non Std Instructional Dual Credit			
Curriculum Category Electives		ESSA Core No	
Instructional Strategy -- None --			
EL Education Service -- None --			
CTE information			
Course Funding Provider District		<input type="checkbox"/> Post-Secondary Articulated High Quality CTE Course Yes <input type="radio"/> No <input checked="" type="radio"/>	
<input type="checkbox"/> Update PLS/CMS Classes PLS: 2, CMS: 0			
<input type="button" value="View Catalogs for Course"/>		<input type="button" value="Cancel"/> <input type="button" value="Save"/>	

FAQs

- Question: We have students who take Dual-Enrollment Courses during the summer. They give us their college-course transcript and we enter those directly into their Transcript in the PLSIS. How do we assure the school gets credit for those courses during EOY reporting?**

Answer: Unfortunately, the school will only get credit for those courses that the student takes during his/her regular school year and NOT for courses taken outside of the regular school year.

Only if the student has an active enrollment in the school at the same time he/she is taking a dual-enrollment course that will be reported in CALPADS EOY (End-of-Year Reporting) for the active school year will they receive dual-enrollment credit on the State Dashboards.

2. **Question: What is a Post-Secondary Articulated College Course?**

Answer: A Post-Secondary Articulated College Course is taught at the school by an instructor who has received the course syllabus from the college and who has permission from the college to teach a college course. The school actually completes articulation paperwork from the college and submits that paperwork for approval. After approval, the course then becomes a Articulated College Course and qualifies for Dual-Enrollment in CALPADS.

3. **Question: You suggested that we use the College Course Description in the Description area of the course Edit page. Can you give an example?**

Answer: Here are some examples of College Courses descriptions that are typically available through online catalogs:

FRC CHEM 102 - GENERAL CHEMISTRY I 4 LEC; 3 LAB, 5 UNITS CSU (B1, B3), UC (S), IGETC (5A, 5C) This is the first semester of a one-year course in chemistry intended for majors in the natural sciences (chemistry, biochemistry, biology, physics, pre-medicine), mathematics, and engineering. Prerequisite: MATH 018 or the equivalent. **(Note: Because credit in this course could be transferred to CSU/UC, this course is not only a-g but can also be marked as Honors)**

Lassen CC - CHEM 45 - Introduction to Chemistry 4.0 units CSU/UC (unit limitation) General Education Area A CSU GE Areas B1 & B3 IGETC Area 5A & 5C C-ID CHEM 101 Prerequisite: One year of high school algebra, or MATH 103 or equivalent placement through the assessment process. 51 hours lecture/51 hours lab An introduction to chemistry, principally inorganic. Emphasis is on basic concepts and skills. This course is for students with no prior chemistry and is intended a preparation for major's in chemistry, allied health, and general education. **(Note: could be marked as honors)**

Lassen CC - MATH 103 - Elementary Algebra 4.0 units Prerequisite: MATH 102 Basic College Mathematics or equivalent placement through the assessment process. 51 hours lecture/51 hours lab Introduction to algebra of real numbers; algebraic expressions, linear equations, exponents, polynomials, factoring, rational expressions and equations, graphing, inequalities, systems of equations, roots and radicals, quadratic equations, and applications. This course has been approved for online **(Note: CAN NOT BE MARKED AS HONORS)**

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