Appendix E

2009-2010
Career-Technical Education (CTE) Edit Codes
for
CTE EMIS Data Verification Reports

FY2010 Career-Technical Education Course Listing and Edit Report (October (K)) (*TXT_2010K_STU_CTE_AGG*)

FY2010 Career-Technical Education Course Listing and Edit Report (Yearend (N)) (*TXT_2010N_STU_CTEYE_AGG*)

FY2010 Career-Technical Education Performance Indicators Report (Yearend (N)) (*TXT_2010N_STU_CTEYE_PERFORM*)

Version 1.1 – May 28, 2010

Appendix E

Version	Date	Owner/Source	Description
1.0	**February 4, 2010**	**Office of Career-Technical Education**	**Version 1.0 Release 2009-2010 October (K)**
1.1	**May 28, 2010**	**Office of Career-Technical Education**	**Version 1.1 Release Added 2009-2010 Yearend (N)**

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2009-2010 CTE EMIS Report Edit Code Information

The following CTE Data Verification Reports are referenced in this document:

- FY2010 October (K) Career-Technical Education Course Listing and Edit Report (TXT_2010K_STU_CTE_AGG)
- FY2010 March (D) Career-Technical Education Follow-Up Listing and Error Report (TXT_2010D_STU_CTEYE_AGG)
- FY2010 March (D) Career-Technical Education Follow-Up Performance Indicators Report (TXT_2010D_STU_CTEYE_PERFORM)
- FY2010 Yearend (N) Career-Technical Education Course Listing and Edit Report (TXT_2010N_STU_CTEYE_AGG)
- FY2010 Yearend (N) Career-Technical Education Performance Indicators Report (TXT_2010N_STU_CTEYE_PERFORM)
- FY2010 Graduate (G) Career-Technical Education Performance Indicators Report (TXT_2010G_STU_CTEG_PERFORM)

The edit codes used on CTE EMIS data verification reports generated by the Ohio Department of Education have differing levels of severity and different meanings.

- **October (K) data reporting periods – CTE Course Listing and Edit Report**
  This EMIS report indicates whether CTE courses are approvable (and whether community school CTE courses qualify for state CTE funding).
  - **CTE EMIS Edit Codes:**
    - CXX – Course edit codes related to course master and CTE correlated class records
    - EXX – Enrollment edit codes related to student demographic, standing, attributes and course records
    - TXX – Teacher edit codes related to staff demographic and employment records
    - MXX – Miscellaneous edits
  - **Severity levels of CTE EMIS Edit Codes:**
    - ***Fatal error for traditional school districts*** – Course does not meet CTE requirements to be an approvable course.
    - ***Fatal error for community schools*** – Course does not meet CTE requirements to be an approvable course and does not qualify for state CTE funding.
    - ***Warning note for traditional school districts and community schools*** – Recommended guidelines for best practice
      - Course may not meet recommended guidelines for CTE programs
      - Notes should be reviewed for program delivery changes in future years.
    - ***Informational note for traditional school districts and community schools***
      - T16 & T17 notes – Notes inform about GRADS teacher hours and GRADS teacher FTE.
      - M14 note – Course does not qualify for approval (or career-technical funding for community schools). No change in reporting will result in this course being approvable (or fundable).
- **March (D) reporting period – Follow-Up Listing and Error Report:**
  - **Edit Codes:**
    - FXX – Edit codes related to CTE follow-up reporting during March (D) reporting period.
  - **Severity levels:**
    - No severity levels are reported. Data may be inaccurate or missing, which may affect career-technical performance indicators calculations.
- **Yearend (N) reporting period – Course Listing and Edit Report AND Performance Indicators Report:**
  - **Edit Codes:**
    - JXX – Edit codes related to course, enrollment and performance data reported during Yearend (N) reporting period

- **Severity levels:**
  - ***Fatal error***
    - Course master record data does not match course master data reported in October (K)
    - Student course record data does not match student course data reported in October (K)
    - Data are inaccurate or missing, which may affect CTE enrollment or CTE indicator of performance calculations
  - ***Warning note***
    - Data may be inaccurate, which may affect CTE enrollment or CTE indicator of performance calculations

NOTE: Edit codes may be updated each reporting period. The Ohio Department of Education recommends that users check for updated versions of this list on the Ohio Department of Education Web site, www.education.ohio.gov/. Messages will be added to help users understand and correct data reporting errors.

October (K) Report Edit Codes

Edit Code	(K) Edit Code Messages	Severity
C01	Not a valid SUBJECT CODE for EMIS. See Appendix C of the EMIS Manual for all valid SUBJECT CODES. See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
C03	This SUBJECT CODE requires a specific CURRICULUM CODE. For the valid CURRICULUM CODE/SUBJECT CODE combinations, check the CTE Program Matrices located on the Ohio Department of Education Web site: www.education.ohio.gov/ (keyword search: Career-Tech Content Standards, for Workforce Development Program Matrix, Family and Consumer Sciences Matrix, or CBI Matrix).	Fatal
C06	Not a valid SEMESTER CODE. See the EMIS Manual, Chapter 3, Semester Code Element, for valid reporting options. See the Course Master Record section in chapter 3 of the EMIS manual for more information. NOTE: Option '8' (Other) is not a valid semester code for career-technical courses (curriculum code VN, VC, VT, V3 and VA).	Fatal
C08	Required GRADS instructional support time (curriculum code V3) is missing. The local classroom code of the GRADS instructional support time (curriculum code V3) must be correlated to the local classroom code of a GRADS ANCHOR class (curriculum code VN) through the CTE Correlated Class Record. See the CTE Correlated Class Record section in chapter 3 of the EMIS manual for more information.	Fatal
C09	This CTE related/correlated class (curriculum code V3) must be correlated to a CTE ANCHOR class (curriculum code VN, VC, VT). The local classroom code of the CTE related/correlated class must be correlated to the local classroom code of the associated CTE ANCHOR class through the CTE Correlated Class Record. See the CTE Correlated Class Record section in chapter 3 of the EMIS manual for more information.	Fatal
C11	ACADEMIC SUBJECT CODE is not valid for CTE approval (or funding for community schools). Only non-remedial English Language Arts (subject codes 05XXXX), Mathematics (subject codes 11XXXX), Science (subject codes 13XXXX) and Social Studies (subject codes 15XXXX) are valid as approvable (or fundable for community schools) Academic classes for CTE Workforce Development programs. In addition to these, any of the Career Based Intervention academic subject codes (250510, 250519, 251110, 251310, 251510) are valid for Career Based Intervention academics as long as the academic class is taught by a CBI teacher. The CURRICULUM CODE may need to be changed to something other than VA or V3. See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
C15	LOCATION IRN (SCHOOL BUILDING IRN) for this course is not valid. See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Warning
C17	The LENGTH OF SCHEDULED INSTRUCTION (HOURS/COURSE HOURS) for this course is less than the minimum allowed. For the allowable minimum hours of instruction for this CTE course, please check the CTE Program Matrices on the Ohio Department of Education Web site: www.education.ohio.gov/ (keyword search: Career-Tech Content Standards, for Workforce Development Program Matrix; or Family and Consumer Sciences Matrix; or CBI Matrix). English/language arts, mathematics or science class (curriculum code VA) must be a minimum of 120 hours; social studies class (curriculum code VA) must be a minimum of 60 hours. The formula to calculate LENGTH OF SCHEDULED INSTRUCTION (in hours) is: (Number of minutes class meets each day X Number of days class meets) / 60 minutes. See the Course Master Record section in chapter 3 of the EMIS manual for more information. Also see the Mapped Local Classroom Code Record section in chapter 3 of the EMIS manual to determine whether CTE course mapping applies.	Fatal
C18	GRADS (subject code 090192, 090193, 090194) classes must be scheduled as All Year classes (SEMESTER CODE '3'). See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
C21	This Family and Consumer Sciences class must not be scheduled as an All Year class (SEMESTER CODE '3'). It may only be taught for a semester's worth of time. The minimum number of hours (LENGTH OF SCHEDULED INSTRUCTION) for the class is 60. The maximum	Fatal

Edit Code	(K) Edit Code Messages	Severity
	number of hours for this class is 90. See the Course Master Record section in chapter 3 of the EMIS manual for more information.	
C22	LENGTH OF SCHEDULED INSTRUCTION (HOURS/COURSE HOURS) is greater than the maximum allowed. For the allowable maximum hours of instruction for this CTE course, please check the CTE Program Matrices found on the Ohio Department of Education Web site: www.education.ohio.gov/ (keyword search: Career-Tech Content Standards, for Workforce Development Program Matrix; or Family and Consumer Sciences Matrix; or CBI Matrix). The formula to calculate LENGTH OF SCHEDULED INSTRUCTION (in hours) is: (Number of minutes class meets each day X Number of days class meets) / 60 minutes. See the Course Master Record section in chapter 3 of the EMIS manual for more information. Also see the Mapped Local Classroom Code Record section in chapter 3 of the EMIS manual to determine whether CTE course mapping applies.	Fatal
C23	This intervention/remedial academic course subject code, reported as curriculum code VA, is not approvable (and does not qualify for community school CTE funding). Intervention/remedial academic courses include Intervention English (050014), Intervention Reading (050119), Intervention Mathematics (111950), Intervention Science (132900), Intervention Social Studies (150400) and Transition to High School Mathematics (110190). See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
C24	SEMESTER CODE '8' (Other) is not a valid semester code option for career-technical courses (curriculum code VN, VC, VT, V3, VA). See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
C25	This is the last year for this CTE subject code. A new subject code(s) is available and can be used this year. To transition to a new subject code this year, contact the appropriate state CTE career field consultant about the transition process. If a new subject code is not reported and approved in EMIS this year, then a CTE-26 Application For Preliminary Approval Of Secondary Career-Technical Education Programs must be submitted for this program next year. ***[NEW in FY10]***	Warning
C26	This is the last year for this CTE subject code. A new subject code must be used next year. A CTE-26 Application For Preliminary Approval Of Secondary Career-Technical Education Programs must be submitted for this program next year. ***[NEW in FY10]***	Warning
C27	For this Family and Consumer Sciences class (subject code 090112, 090185 or 091401), the minimum number of hours (LENGTH OF SCHEDULED INSTRUCTION) for the class is 60. The maximum number of hours for this class is 180. See the Course Master Record section in chapter 3 of the EMIS manual for more information. ***[NEW in FY10]***	Fatal
C28	For this middle grades Family and Consumer Sciences class, (090050, 090700 or 091410), the minimum number of hours (LENGTH OF SCHEDULED INSTRUCTION) for the class is 60. The maximum number of hours for this class is 90. See the Course Master Record section in chapter 3 of the EMIS manual for more information. ***[NEW in FY10]***	Fatal
C29	12-Week (semester code "4"), 9-Week (semester code "5"), 6-Week (semester code "6"), and Other (semester code "8") CTE courses cannot be mapped. Unmap these mapped courses. See the Mapped Local Classroom Code Record section in chapter 3 of the EMIS manual for more information. ***[NEW in FY10]***	Fatal
C30	These Family and Consumer Sciences CTE courses cannot be mapped. Unmap these mapped courses. See the Mapped Local Classroom Code Record section in chapter 3 of the EMIS manual for more information. ***[NEW in FY10]***	Fatal
E01	No students reported in the class. A minimum of 1 student is required for approval; or for community school CTE funding. For students to appear on the CTE report, students must be reported with the following: OCTOBER COUNT WEEK ATTENDANCE DAYS in the STUDENT STANDING RECORD greater than zero (0); COURSE ENROLLMENT START DATE in the STUDENT COURSE RECORD as of the last day of count week; STUDENT PERCENT OF TIME in the STUDENT STANDING RECORD greater than zero (0); and a valid Statewide Student	Fatal

Edit Code	(K) Edit Code Messages	Severity
	Identifier (SSID).	
E02	Number of students reported is greater than the RECOMMENDED maximum of 25.	Warning
E06	All Career-Based Intervention students must be Disadvantaged (DIS) (economic, academic or both economic and academic) or have a Disability Condition (SWD). One or more students enrolled in this class have not been reported as such. See the Student Attributes—Effective Date Record section in chapter 2 of the EMIS manual for more information.	Fatal
E08	Student GENDER was not reported as Male (M) or Female (F) for one or more students in this class. This student(s) is not counted in any totals, causing the course to not be approved (or funded for community schools). See the Student Demographic Record section in chapter 2 of the EMIS manual for more information.	Fatal
E09	WECEP student(s) must not be in the 11th, 12th, 13th or 23rd grade. Remove the WECEP program code, 305007, from this 11th, 12th, 13th or 23rd grade student(s). The WECEP PROGRAM CODE 305007 is only to be reported for those students in a Career-Based Intervention program, 14 or 15 years of age, working as part of the program, and being PAID. The student must meet all of these criteria in order to be coded with the WECEP program code. See the Student Program Record section in chapter 2 of the EMIS manual for more information.	Fatal
E10	SUBJECT CODE 090185 is limited to students in GRADE LEVELS 7, 8 and 9. Students in other grades are not counted in any totals, causing the course to not be approved (or funded for community schools).	Fatal
E11	No students below GRADE LEVEL 9 are to be enrolled in this class. Students below grade level 9 are not counted in any totals, causing the course to not be approved (or funded for community schools).	Fatal
E13	No students below GRADE LEVEL 7 are to be enrolled in this Career-Based Intervention (CBI) class. Students below grade 7 are not counted in any totals, causing the course to not be approved (or funded for community schools).	Fatal
E14	All Students in this CTE Workforce Development Academic class (curriculum code VA) are required to also be enrolled in a CTE Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this CTE academic class are not also enrolled in the required CTE Anchor class, causing the course to not be approved (or funded for community schools). See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
E15	All students in this CTE Workforce Development Cooperative Anchor class (curriculum code VC) are required to also be enrolled in the correlated CTE related/correlated class (curriculum code V3). One or more students in this class are not also enrolled in the required related/correlated class, causing the course to not be approved (or funded for community schools).	Fatal
E16	All students in this CTE related/correlated class (curriculum code V3) are required to also be enrolled in a CTE Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this class are not also enrolled in the required CTE anchor class, causing the course to not be approved (or funded for community schools). The required Anchor class cannot be a CTE foundation course (subject codes 010001, 040001, 070001, 090001, 140001, 170002, 170003, 170004, 172809).	Fatal
E17	All students in this Career-Based Intervention (CBI) related/correlated class (curriculum code V3) are required to also be enrolled in a CBI Anchor class (curriculum code VN, VC). One or more students in this class are not also enrolled in the required class, causing the course to not be approved (or funded for community schools).	Fatal
E18	All students in this Career-Based Intervention (CBI) Academic class (curriculum code V3) are required to also be enrolled in the correlated CBI anchor class (curriculum code VN, VC). One or more students in this class are not also enrolled in the correlated CBI anchor class, causing the course to not be approved (or funded for community schools). If all students in this academic class are not CBI students, please change the curriculum code and remove this local classroom code from the CORRELATED CLASS RECORD. See the Course Master Record and CTE	Fatal

Edit Code	(K) Edit Code Messages	Severity
	Correlated Class Record sections in chapter 3 of the EMIS manual for more information.	
E19	All students in this Employability Skills (subject code 990362) or Entrepreneurship (subject code 990361) class are required to also be enrolled in a CTE Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this class are not also enrolled in the required CTE anchor class, causing the course to not be approved (or funded for community schools). The anchor class must not be a CTE foundation course (subject codes 010001, 040001, 070001, 090001, 140001, 170002, 170003, 170004, 172809).	Fatal
E20	All students in this Business Communications class (subject code 030600, curriculum code VA) are required to also be enrolled in a CTE Business and Administrative Services, Finance, Information Technology or Marketing Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this Business Communications class are not also enrolled in the required CTE Anchor class, causing the course to not be approved (or funded for community schools). The anchor class must not be the Business and Management Foundation course (subject code 140001). Please change the curriculum code. See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
E21	Students in this CTE class must not be marked with a 'Y' in the CTE CONCENTRATOR field. Please enter an 'N' in the CTE Concentrator field for all students in this class. The CTE CONCENTRATOR field is only for those students in a CTE Workforce Development Anchor class curriculum code VN, VC, VT) who meet the CTE Concentrator definition. See the Student Course Record section in chapter 2 of the EMIS manual for more information.	Fatal
E22	All students in this Career-Based Intervention (CBI) Cooperative Anchor class (curriculum code VC) are required to also be enrolled in a CBI related/correlated class (curriculum code V3). One or more students in this class are not also enrolled in the required CBI related/correlated class, causing the course to not be approved (or funded for community schools).	Fatal
E23	A student enrolled in Entrepreneurship (subject code 990361) CANNOT currently enroll in Introduction to Entrepreneurship (subject code 044100, curriculum code VT) or Entrepreneurship (subject code 044110, curriculum code VT). Student must concurrently be enrolled in another CTE workforce development Pathways anchor course or Specialization anchor course (curriculum code VN, VC, VT). See CTE secondary workforce development matrix on the Ohio Department of Education Web site (www.education.ohio.gov/, keyword search: Career-Tech Content Standards) for a list of courses.	Fatal
E24	These Family and Consumer Sciences courses, subject codes 090050, 090700 and 091410, are limited to students in GRADE LEVELS 7 and 8. Students in other grades are not counted in any totals, causing the course to not be approved (or funded for community schools).	Fatal
T01	EMPLOYEE ID not valid or missing. Reporting responsibility for CTE course and staff data lie with the district employing the teacher. If the instructor teaching the course is not employed by your district, DO NOT report Course Master, Staff Demographic, Staff Employment or Student Course Records for this class. If the instructor is employed by another district, DO NOT REPORT any Staff Demographic, Staff Employment, or Course Master Records for this person in EMIS.	Fatal
T06	STAFF NAME is missing. See the Staff Demographic Record section in chapter 3 of the EMIS manual for more information. Reporting responsibility for CTE course and staff data lie with the district employing the teacher. If the instructor teaching the course is not employed by your district DO NOT report Course Master, Staff Demographic, Staff Employment or Student Course records for this class.	Fatal
T07	The teacher does not have the appropriate certificate/license to teach this SUBJECT CODE. See Certification and Licensure Search on the Ohio Department of Education Web site: www.education.ohio.gov (keyword search: *Certification and Licensure Search*) for valid certificate/license code and subject code combinations.	Fatal

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Edit Code	(K) Edit Code Messages	Severity
T08	STAFF EDUCATION LEVEL (DEGREE) is not valid or is missing. See the Staff Demographic Record section in chapter 3 of the EMIS manual for more information.	Fatal
T14	AUTHORIZED TEACHING EXPERIENCE YEARS is greater than TOTAL EXPERIENCE YEARS. See the Staff Demographic Record section in chapter 3 of the EMIS manual for more information.	Fatal
T15	Total of CTE course LENGTHS OF SCHEDULED INSTRUCTION for this teacher is greater than 1080 hours. Please check the LENGTH OF SCHEDULED INSTRUCTION on all CTE classes for this teacher. If LENGTHS OF SCHEDULED INSTRUCTION are correct, determine whether any CTE semester classes should be "mapped" together. See the Course Master Record and CTE Correlated Class Record sections in chapter 3 of the EMIS manual for more information. If mapping does not apply, contact the appropriate state CTE career field consultant and send (e-mail, regular mail, or FAX 614-644-6720) a copy of the teacher's schedule containing the beginning and ending times for each CTE class this teacher teaches. Make sure local classroom codes are included. The formula to calculate LENGTH OF SCHEDULED INSTRUCTION (in hours) is: (Number of minutes class meets each day X Number of days class meets) / 60 minutes.	Fatal
M02	No student data reported for this class. For students to appear on the CTE report, students must be reported with the following: OCTOBER COUNT WEEK ATTENDANCE DAYS in the STUDENT STANDING RECORD greater than zero (0); COURSE ENROLLMENT START DATE in the STUDENT COURSE RECORD as of the last day of count week; STUDENT PERCENT OF TIME in the STUDENT STANDING RECORD greater than zero (0); and a valid Statewide Student Identifier (SSID).	Fatal
M04	STAFF DEMOGRAPHIC DATA missing for this teacher. Reporting responsibility for CTE course and staff data lie with the district employing the teacher. If the instructor teaching the course is not employed by your district. DO NOT report Course Master, Staff Demographic, Staff Employment or Student Course Records for this class.	Fatal
M05	The students in this related/correlated V3 class do not match the students in the CORRELATED Anchor class. All students must be enrolled in both the ANCHOR and the related/correlated V3 class.	Warning
M07	CORRELATED CLASS RECORD is missing for this related/correlated V3 class. See the CTE Correlated Class Record section in chapter 3 of the EMIS manual for information.	Fatal
M09	This local classroom code cannot be the ANCHOR/LAB/CO-OP LOCAL CLASSROOM CODE in the CTE CORRELATED CLASS RECORD. See the CTE Correlated Class Record section in chapter 3 of the EMIS manual for information.	Fatal
M11	The STAFF EMPLOYMENT RECORD is missing or has invalid information for CTE approval (or funding for community schools). Reporting responsibility for CTE course and staff data lie with the district employing the teacher. If the instructor teaching the course is not employed by your district, DO NOT report Course Master, Staff Demographic, Staff Employment or Student Course Records for this class. The POSITION CODE must be 230. The TYPE OF APPOINTMENT must be a 1, 3, 4 or 5. The POSITION TYPE must be R. The POSITION STATUS must be C, A, or I. The POSITION FUND SOURCE CODE must be L. See the Staff Employment Record section in chapter 3 of the EMIS manual for more information.	Fatal
M14	No corresponding 1st semester, 2nd semester, 12-week, 9-week or 6-week class to base CTE FTE.	Information
M16	Anchor class of this CTE program is not approvable (or fundable for community schools), causing all correlated classes to not be approvable (or fundable for community schools). If all errors are corrected for the Anchor class (class with curriculum codes VN, VC, or VT), this error will be removed.	Fatal

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Edit Code	(K) Edit Code Messages	Severity
M17	One or more required components of this CTE program are missing or not correlated. For CBI programs, check for a related/correlated class with curriculum code V3, subject code 252525; for GRADS programs, check for GRADS teacher instructional support time with curriculum code V3and a GRADS subject code; for Cooperative programs, curriculum code VC, check for a CTE related/correlated class with curriculum code V3.	Fatal
M21	This class has been incorrectly correlated in the CTE Correlated Class Record. See the CTE Correlated Class Record section in chapter 3 of the EMIS manual for more information.	Fatal
M22	THIS COURSE IS NOT APPROVED BY THE OFFICE OF CTE. This combination of SUBJECT CODE/CURRICULUM CODE/SCHOOL BUILDING IRN was not a funded CTE course the previous year. Filing of a CTE-26 APPLICATION FOR PRELIMINARY APPROVAL OF SECONDARY CAREER-TECHNICAL EDUCATION PROGRAMS for this subject code/ curriculum code/school building IRN combination is necessary. For assistance, contact the appropriate CTE career field consultant at the Ohio Department of Education.	Fatal
M30	For a CTE Workforce Development or Career-Based Intervention Cooperative Anchor class (curriculum code VC) and the required correlated CTE related/correlated course (curriculum code V3), the subject code and the teacher must be the same for the VC course and at least one of the V3 courses. The subject code or the teacher is not the same for the correlated VC course and at least one of the V3 courses. ***[NEW in FY10]***	Fatal
M31	Entrepreneurship (subject code 044110, curriculum code V3) CANNOT be correlated with this CTE anchor course. It can be correlated only with Entrepreneurship (subject code 044110, curriculum code VT). ***[NEW in FY10]***	Fatal
M32	Introduction to Entrepreneurship (subject code 044100, curriculum code V3) CANNOT be correlated with this CTE anchor course. It can be correlated only with Introduction to Entrepreneurship (subject code 044100, curriculum code VT) or Entrepreneurship (subject code 044110, curriculum code VT). ***[NEW in FY10]***	Fatal
M33	This Entrepreneurship (subject code 990362, curriculum code V3) or Employability Skills (subject code 990361, curriculum code V3) course CANNOT be correlated with the following: CTE Foundation courses, Career Field courses, or Introduction to Entrepreneurship (subject code 044100) or Entrepreneurship (subject code 044110). It can be correlated with another CTE workforce development Pathways or Specialization anchor course (curriculum code VN, VC, VT). See CTE secondary workforce development matrix on the Ohio Department of Education Web site (www.education.ohio.gov/, keyword search: Career-Tech Content Standards) for a list of courses. ***[NEW in FY10]***	Fatal
NOTE	Approved (funded, for community school s) Workforce Development ACADEMIC (curriculum code VA) course hours are capped at 54% of the approved (funded, for community schools) CTE Workforce Development hours. Approved (funded, for community school s) CBI ACADEMIC (curriculum code V3) course hours are capped at 100% of the approved (funded, for community schools) CBI (subject code 252525) course hours. This academic course exceeds the allowable ACADEMIC hour limit for CTE approval (funding, for community schools), so is approved (funded for community schools) with 0 (zero) or partial CTE FTE.	Information

Yearend (N) Report Edit Codes – For CTE Performance. Only CTE courses approved in October (K) are used for CTE performance.

Edit Code	(N) Edit Code Messages	Severity
J01	No student data reported for this course. Check the Yearend student class list. For students to appear on the CTE Yearend report: OCTOBER COUNT WEEK ATTENDANCE DAYS greater than zero(0); COURSE ENROLLMENT START DATE as of the last day of count week; COURSE ENROLLMENT END DATE is later than the COURSE ENROLLMENT START DATE SCHOOL YEAR ATTENDANCE DAYS and SCHOOL YEAR EXCUSED ABSENCE DAYS and/or SCHOOL YEAR UNEXCUSED ABSENCE DAYS must be reported; and a valid Statewide Student Identifier (SSID). If students meet the above requirements, compare the CURRICULUM CODE and SUBJECT CODE for this course in the October (K) and Yearend (N) reports. The Yearend CURRICULUM CODE and SUBJECT CODE MUST MATCH what was reported in October. The CURRICULUM CODE and SUBJECT CODE shown on this CTE report are what were submitted in October.	Fatal
J06	WECEP students must not be in grades 11, 12, 13 or 23. Remove the WECEP program code, 305007, from these 11th, 12th, 13th or 23rd grade students. The WECEP PROGRAM CODE 305007 is only to be reported for those students in a Career-Based Intervention program, 14 or 15 years of age, working as part of the program, and being PAID. The student must meet all of these criteria in order to be coded with the WECEP program code. See the Student Program Record section in chapter 2 of the EMIS manual for more information.	Fatal
J07	Career-Based Intervention students who were 14 or 15 years of age, working and getting paid sometime during the school year, MUST BE reported as WECEP (PROGRAM CODE 305007).	Fatal
J08	The SUBJECT CODE and/or CURRICULUM CODE reported does not match what was submitted for this course in October (K). The YEAREND CURRICULUM CODE and SUBJECT CODE MUST MATCH what were reported in October. The CURRICULUM CODE and SUBJECT CODE shown on the CTE report are what were submitted in October. Please correct this error.	Fatal
J15	Students in this CTE class must not be marked with a 'Y' in the CTE CONCENTRATOR field. Please enter an 'N' in the CTE Concentrator field for all students in this class. The CTE CONCENTRATOR field is only for those students in a CTE Workforce Development Anchor class curriculum code VN, VC, VT) who meet the CTE Concentrator definition. See the Student Course Record section in chapter 2 of the EMIS manual for more information.	Fatal
J20	All Career-Based Intervention students must be Disadvantaged (DIS) (economic, academic or both economic and academic) or have a Disability Condition (SWD). One or more students enrolled in this class have not been reported as such. See the Student Attributes—Effective Date Record section in chapter 2 of the EMIS manual for more information.	Fatal
J24	No CTE CONCENTRATORS are reported in this class. If no students are considered to be CTE Concentrators, ignore this message. If students are CTE Concentrators, report a 'Y' in the CTE CONCENTRATOR field. See the EMIS Manual, Chapter 2, *CTE Concentrator Element*, for a definition of a CTE Concentrator.	Warning
J25	No students below GRADE LEVEL 9 are to be enrolled in this class. Students below grade level 9 are not counted in any totals.	Fatal
J26	No students below GRADE LEVEL 7 are to be enrolled in this class. Students below grade 7 are not counted in any totals.	Fatal
J27	Subject code 090185 is designed for students in GRADE LEVEL 7, 8, and/or 9. Students in other grades are not counted in any totals.	Fatal
J28	All Students in this CTE Workforce Development Academic class (curriculum code VA) are required to also be enrolled in a CTE Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this CTE academic class are not also enrolled in the required CTE Anchor class, so this student(s) is not counted in any totals. See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal

Appendix E

Edit Code	(N) Edit Code Messages	Severity
J29	All students in this CTE Workforce Development Cooperative Anchor class (curriculum code VC) are required to also be enrolled in the correlated CTE related/correlated class (curriculum code V3). One or more students in this class are not also enrolled in the required related/correlated class, so this student(s) is not counted in any totals.	Fatal
J30	All students in this CTE related/correlated class (curriculum code V3) are required to also be enrolled in a CTE Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this class are not also enrolled in the required CTE anchor class, so this student(s) is not counted in any totals. The required Anchor class cannot be a CTE foundation course (subject codes 040001, 070001, 090001, 140001, 170002, 170003, 170004, 172809).	Fatal
J31	All students in this Career-Based Intervention (CBI) Cooperative Anchor class (curriculum code VC) are required to also be enrolled in a CBI related/correlated class (curriculum code V3). One or more students in this class are not also enrolled in the required CBI related/correlated class, so this student(s) is not counted in any totals.	Fatal
J32	All students in this Career-Based Intervention (CBI) related/correlated class (curriculum code V3) are required to also be enrolled in a CBI Anchor class (curriculum code VN, VC). One or more students in this class are not also enrolled in the required class, so this student(s) is not counted in any totals.	Fatal
J33	All students in this Career-Based Intervention (CBI) Academic class (curriculum code V3) are required to also be enrolled in the correlated CBI anchor class (curriculum code VN, VC). One or more students in this class are not also enrolled in the correlated CBI anchor class, so this student(s) is not counted in any totals.	Fatal
J34	All students in this Employability Skills (subject code 990362) or Entrepreneurship (subject code 990361) class are required to also be enrolled in a CTE Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this class are not also enrolled in the required CTE anchor class, so this student(s) is not counted in any totals. The anchor class must not be a CTE foundation course (subject codes 040001, 070001, 090001, 140001, 170002, 170003, 170004, 172809).	Fatal
J35	All students in this Business Communications class (subject code 030600, curriculum code VA) are required to also be enrolled in a CTE Business and Administrative Services, Finance, Information Technology or Marketing Workforce Development Anchor class (curriculum code VN, VC, VT). One or more students in this Business Communications class are not also enrolled in the required CTE Anchor class, so this student(s) is not counted in any totals. The anchor class must not be the Business and Management Foundation course (subject code 140001). See the Course Master Record section in chapter 3 of the EMIS manual for more information.	Fatal
J36	One (or more) students reported in this course in October (K) is not reported in this course in Yearend (N). Compare October and Yearend student class lists. All students enrolled in October must be reported in Yearend with a Course Enrollment End Date not later than the Course End Date.	Fatal
J37	One or more students were reported as a CTE CONCENTRATOR in October (K) but are not reported as a CTE CONCENTRATOR in Yearend (N). To report a student as a CTE CONCENTRATOR, please enter a 'Y' in the CTE CONCENTRATOR field. See the EMIS Manual, Chapter 2, *CTE Concentrator Element*, for a definition of a CTE Concentrator. Students not reported as CTE Concentrators in Yearend (N) will not be counted as CTE Concentrators for any CTE Accountability measures that are based on Concentrators and Concentrators Who Left Secondary Education.	Warning
J38	One or more portfolio scores are missing. All students reported as CTE Concentrators and have left secondary education must have a portfolio score of 0-98 reported. Score CANNOT be reported as *.	Fatal
J42	Withdrawal Date and Withdrawal Reason have not been reported for any CTE Concentrators. Please check data reporting for accuracy. **NOTE:** The **J42** Edit Code appears on the *Career-Technical Education Performance Indicators Report* only.	Fatal

Appendix E

Edit Code	(N) Edit Code Messages	Severity
J44	This is the last year for this CTE subject code. A new subject code must be used next year. A CTE-26 Application For Preliminary Approval Of Secondary Career-Technical Education Programs must be submitted for this program next year. ***[NEW in FY10]***	Warning
J45	12-Week (semester code "4"), 9-Week (semester code "5"), 6-Week (semester code "6"), and Other (semester code "8") CTE courses cannot be mapped, so students in these mapped courses are not counted in any totals. ***[NEW in FY10]***	Fatal
J46	These Family and Consumer Sciences CTE courses cannot be mapped, so students in these mapped courses are not counted in any totals. ***[NEW in FY10]***	Fatal
J47	A student enrolled in Entrepreneurship (subject code 990361) CANNOT currently enroll in Introduction to Entrepreneurship (subject code 044100, curriculum code VT) or Entrepreneurship (subject code 044110, curriculum code VT), so students in these courses are not counted in any totals. ***[NEW in FY10]***	Fatal
J48	These Family and Consumer Sciences courses, subject codes 090050, 090700 and 091410, are limited to students in GRADE LEVELS 7 and 8. Students in other grades are not counted in any totals. ***[NEW in FY10]***	Fatal
J49	For a CTE Workforce Development or Career-Based Intervention Cooperative Anchor class (curriculum code VC) and the required correlated CTE related/correlated course (curriculum code V3), the subject code and the teacher must be the same for the VC course and at least one of the V3 courses. The subject code or the teacher is not the same for the correlated VC course and at least one of the V3 courses. Students in these courses are not counted in any totals. ***[NEW in FY10]***	Fatal
J50	Entrepreneurship (subject code 044110, curriculum code V3) CANNOT be correlated with this CTE anchor course. It can be correlated only with Entrepreneurship (subject code 044110, curriculum code VT). Students in these courses are not counted in any totals. ***[NEW in FY10]***	Fatal
J51	Introduction to Entrepreneurship (subject code 044100, curriculum code V3) CANNOT be correlated with this CTE anchor course. It can be correlated only with Introduction to Entrepreneurship (subject code 044100, curriculum code VT) or Entrepreneurship (subject code 044110, curriculum code VT). Students in these courses are not counted in any totals. ***[NEW in FY10]***	Fatal
J52	This Entrepreneurship (subject code 990362, curriculum code V3) or Employability Skills (subject code 990361, curriculum code V3) course CANNOT be correlated with the following: CTE Foundation courses, Career Field courses, or Introduction to Entrepreneurship (subject code 044100) or Entrepreneurship (subject code 044110). Students in these courses are not counted in any totals. ***[NEW in FY10]***	Fatal