



Staff and Student XML File Error Message Dictionary

*Minnesota Common Course Catalogue (MCCC)
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Introduction

This Staff and Student XML File Error Message Dictionary is a tool to help not only understand what an XML error message means but how the error can be fixed so that a Staff Record or Student Record XML file will successfully load to the Minnesota Common Course Catalogue (MCCC) processing engine. This Dictionary does not include Local Course Index XML file error messages, as those are generally understandable if a person knows the requirements for creating a Local Course Index.

When the MCCC processing engine rejects a Staff or Student XML file, it creates a PDF report of the error(s) that caused the file to fail. The PDF report is attached to the rejection notice that is emailed to the person who uploaded the file, and it is also posted on the MCCC file processing page of the district's MCCC webpage.

Each error message in the PDF report begins with a unique error code. This Dictionary groups those codes by error types. See the Table of Contents, starting on page three for error type groupings. The error listings for a Staff XML file begin on page ten. The error listings for Student XML file error types begin on page 29.

Each error code listed in this Dictionary includes one or more sample error messages, an explanation of what the specific error message means and suggestions for fixing the error. Always correct the error(s) in your vendor system, generate a new XML file and submit the new XML file to the MCCC system for processing. If you do not follow these steps, your district system, your vendor system and the MCCC system will not be synchronized.

There are two errors that require special consideration. They are formatting errors and carry the error codes XSDCHECK and SQLException. These error codes mean the XML file itself is not valid. When the MCCC processing engine encounters either of these formatting errors, it cannot read any further and rejects the file. In other words the processing engine finds each error associated with either of these two codes one at a time.

Fixing one formatting error, therefore, does not mean the new file will be accepted when it is submitted. Each time the processing engine encounters a formatting error, it rejects the file and that may happen again and again. Only after fixing all the formatting errors—one at a time—will the processing engine read the entire XML file. If your vendor does not offer a file validation tool, use the free tool XML Notepad 2007 to review the file so you can see all the formatting errors at one time. An explanation of how to install and use XML Notepad 2007 is available in the download section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

Once all formatting errors are corrected, the processing engine reads the entire file for another type of error. These are business errors, and the processing engine reports all these errors at one time. In some instances a single business error will trigger multiple error messages. By fixing a single business error, multiple business error messages may disappear. While one error code may be different from another, the explanations of what two or more codes mean and suggestions for fixing them may be the same.

While creating this document, the MCCC team attempted to generate every error message the processing engine can create for Staff and Student Record XML files. If, however, you encounter an error that is not included in this Dictionary, please contact us so we can add it to the Dictionary and help you and others who encounter it understand and fix the error.

If you would like more information about how XML files are processed, what error messages mean or how to fix errors, please contact the MCCC team at mde.mccc@state.mn.us.

Staff Course Record File Error Messages

Message Code for XSD Errors

XSD Check

Sample Error Message

XSDCHECK: (A variety of information will follow this code).

Explanation

This error is received when the Staff file format does not pass the XML validation check against the XSD schema. The XSD schema defines the fields, characteristics and requirements for a valid XML file. If the file's formatting does not match the XSD, the processing engine rejects the file and gives an obscure error message about which record contains the error. There may be multiple XSD errors but the processing engine finds only one error at a time. If this error is fixed, there may be other errors of this type that will cause the file to fail again.

Suggestions

If your vendor does not offer a file validation tool, use the free tool XML Notepad 2007 to review the file so you can see all the formatting errors at one time. An explanation of how to install and use XML Notepad 2007 is available in the Tools and Supports section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

SQLException

Sample Error Message

SQLException: (A variety of information will follow this code).

Explanation

This error is received when the Staff file does not pass the XML validation check against the XSD schema. The XSD schema defines the fields, characteristics and requirements for a valid XML file. If the file's formatting does not match the XSD, the processing engine rejects the file and gives an obscure error message about which record contains the error. There may be multiple SQL Exception errors but the processing engine finds only one error at a time. If this error is fixed, there may be other errors of this type that will cause the file to fail again.

Suggestions

If your vendor does not offer a file validation tool, use the free tool XML Notepad 2007 to review the file so you can see all the formatting errors at one time. An explanation of how to install and use XML Notepad 2007 is available in the Tools and Supports section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

Message Codes for Calendar Information and Submission Year

INVALID_ACADEMICYR

Sample Error Message

INVALID_ACADEMICYR: AcademicYearNumber '2011' is not valid in the MCCC Calendar Information for LocalCourseCode-'EN48345', SectionCode-'3', SiteNumber-'111'

Explanation

This error is received when the Academic Year Number cited in the error message is not found in the district's Calendar Information in the MCCC system. This number is not a four-digit Reporting Year, such as 2013. It is a number assigned by the MCCC system when the district's Calendar Information is manually entered into the MCCC system. It can be found on the Calendar Export report. (See Calendar Export under the brown Report tab on the left hand navigation of your district's MCCC webpage.) The Academic Year Number is one of the columns on the Excel spreadsheet of the Calendar Export report.

Suggestions

Access the correct Academic Year Number and change it in your vendor system so the correct number can be generated on a new file.

INVALID_CALENDARNR

Sample Error Message

INVALID_CALENDARNR: CalendarNumber '333' is incorrect for AcademicYearNumber-'1', LocalCourseCode-'EN48345', SectionCode-'015.01.S1', SiteNumber-'40'

Explanation

This error is received when the Calendar Number cited in the error message is not found in your district's Calendar Information in the MCCC system. It is a number assigned by the MCCC system when the district's Calendar Information is manually entered into the MCCC system. It can be found in the Calendar Export report. (See Calendar Export under the brown Report tab on the left hand navigation of your district's MCCC webpage.) The Calendar Number is one of the columns on the Excel spreadsheet of the Calendar Export report.

Suggestions

Check for other Calendar Information errors such as Academic Year that when fixed may correct this error. If the error remains, access the correct Calendar Number using the Calendar Export report. Change the Calendar Number in your vendor system so the correct number can be generated on a new file.

TERMINFO_NOT_FOUND

Sample Error Message

TERMINFO_NOT_FOUND: TermNumber '3' was not found in your Calendar Information for the Staff Course Section record for Year-'2011', AcademicYearNumber-'46', CalendarNumber-'1', TermType-'Q', LocalCourseCode-'EN3945', SectionCode-'01', SiteNumber-'020'

Explanation

This error is received when the Term Number cited in the error message is not found in your district's Calendar Information in the MCCC system. Use the Academic Year Number and Calendar Number in the error message to view the terms defined in the MCCC system and determine if the Term Number cited exists for the Academic Year and Calendar Number cited.

Suggestions

Check for other Calendar Information errors including Academic Year and Calendar that when fixed may correct this error. Check if changes were made to the terms used by your district, including Marking Terms. Make sure that the district Calendar Information in the MCCC system matches the information in your vendor system. You will need to change the information in either your vendor system or the MCCC system.

INVALID_TERMNR

Sample Error Message

INVALID_TERMNR: TermNumber '3' was not found in your Calendar Information for AcademicYearNumber-'1', CalendarNumber-'1', for LocalCourseCode-'EN4394', SectionCode-'25', SiteNumber-'1'

Explanation

This error is received when the Term Number cited in the error message is not found in your district's Calendar Information in the MCCC system. Use the Academic Year Number and Calendar Number in the error message to view terms defined in the MCCC system and determine if the Term Number cited exists for the Academic Year Number and Calendar Number cited.

Suggestions

Check for other Calendar Information errors including Academic Year and Calendar errors that when fixed may correct this error. Check if changes were made to the terms used in your district, including Marking Terms. Make sure that the Calendar Information in the MCCC system matches the information in your vendor system. You will need to change the information in either your vendor system or the MCCC system.

INVALID_PERIODNBR

Sample Error Message

INVALID_PERIODNBR: PeriodNumber '11' was not found in your Calendar Information for AcademicYearNumber-'1', CalendarNumber-'1', Term-'Q3' for LocalCourseCode-'EN4394', SectionCode-'25', SiteNumber-'1'

Explanation

This error is received when the Period Number cited in the error message is not found in your district's Calendar Information in the MCCC system. Use the Academic Year Number, Calendar Number and Term Number cited in the error message to view periods defined in the MCCC system and determine if this Period Number exists.

Suggestions

Check for other Calendar Information errors, including Academic Year, Calendar and Term errors that when fixed may resolve this error. Make sure that all periods reported on Staff Records exist in the district's Calendar Information in the MCCC system. Make sure period numbers in the MCCC system are the same as in your vendor system. Check if zero hours or after school periods are defined in the MCCC system. Sometimes period errors are received because the term information was not found. Fix all term errors first and then any period errors that remain.

PERIODINFO_NOT_FOUND

Sample Error Message

PERIODINFO_NOT_FOUND: Period '10' was not found in your Calendar Information for the Staff Course Section record for Year-'2011', AcademicYearNumber-'46', CalendarNumber-'1', Term-'Q4', LocalCourseCode-'EN3945', SectionCode-'01', SiteNumber-'020' (Term field - Concatenation of TermType + TermNumber)

Explanation

This error is received when the Period cited in the error message is not found in the district's Calendar Information in the MCCC system. Use the Academic Year Number, Calendar Number and Term Number cited in the error message to view periods defined in the MCCC system and determine if this Period exists.

Suggestions

Check for other Calendar Information errors, including Academic Year, Calendar and Term errors that when fixed may correct this error. Make sure all periods reported on Staff Records exist in the MCCC system. Make sure the period numbers in the MCCC system are the same as in your vendor system. Check if zero hours or after school periods are defined in the MCCC system. Sometimes period errors are received because the term information was not found. Fix all term errors first and then fix remaining period errors.

FALSE_FXDPRDINDIC_NEEDSEEMPTY_PRDLIST

Sample Error Message

FALSE_FXDPRDINDIC_NEEDSEEMPTY_PRDLIST: The Fixed Period Indicator was set to FALSE. Including Period for this Staff Section is not allowed for LocalCourseCode-'102EN2B', SectionCode-'02', SiteNumber-'10', Term-'Q3'

Explanation

This error is received when the flag indicating Fixed Periods is set to FALSE but one or more Periods are included in the Staff Record cited in the error message. When the flag is set to FALSE, it means the course does not meet at the same time each day; therefore, reporting a Period is not allowed.

Suggestions

Use the fields in the error message to find this Staff Record in your vendor system. If this course is offered in a rotating period schedule, remove the Period(s) on the Staff Record. If the course meets at the same time each day, change the flag for the Fixed Period Indicator to TRUE and keep the Period(s).

TRUE_FXDPRDINDIC_NEEDS_PRDLIST

Sample Error Message

TRUE_FXDPRDINDIC_NEEDS_PRDLIST: Fixed Period Indicator is set to 'true' therefore a PeriodNumber is needed on the Staff Course Record for LocalCourseCode-'9190', SectionCode-'01', SiteNumber-'060'

Explanation

This error is received when the Fixed Period Indicator on the Staff Record cited in the error message is set to TRUE, but the Record does not include a Period Number. A TRUE Fixed Period Indicator means the course cited in the error message is scheduled for the same time every day and a Period Number must be included in the Staff Record.

Suggestions

Use the information in the error message to find this Staff Record in your vendor system. Change the Marking Indicator to FALSE if the course does not meet at the same time each day or maintain the TRUE setting and add a Period Number to the Staff Record.

INVALID_TERMTYPE

Sample Error Messages

INVALID_TERMTYPE: TermType 'YR' is not valid for LocalCourseCode-'EN4394', SectionCode-'25', SiteNumber-'1'

Explanation

This error is received when the Term Type cited in the error message is not a valid Term Type code.

Suggestions

Using the information in the error message, find this Staff Record in your vendor system and determine if a character was left off or an additional character was added to the Term Type code. For example, O for other term or YR for yearlong, neither of which are valid codes. Valid Term Type codes include: Y for yearlong, S for semester, T for trimester, Q for quarter, QM for quinmester, H for hexmester, S for summer and OT for other term. Codes are defined in the document MCCC Valid Field Values V3 found in the Schema 3 Implementation on the public [MCCC webpage](#).

INVALID_SUBMISSION_YEAR

Sample Error Message

INVALID_SUBMISSION_YEAR: The submission year in your file is not an open Reporting Year for Year-'2020'

Explanation

This error is received when the four-digit number cited in the error message for the Reporting Year field is a year that is not open for submission in the MCCC system. For example, the four-digit year 2013 represents the reporting year 2012-2013.

Suggestions

In your vendor system, verify that you selected the correct Reporting Year for this file, or check with the MCCC team to determine if the submission window is open for the Reporting Year on this file.

Message Codes for Course Sections

COURSESECTION_DUPLICATE

Sample Error Message

COURSESECTION_DUPLICATE: A duplicate Staff Course Section Record was found for the following fields. LocalCourseCode-'E50346', SectionCode-'1', SiteNumber-'0712', Term-'Q3'

Explanation

This error is received when two Staff Records for one site have the same data in a set of six fields that are designed to make each Staff Record unique. There are two Staff Records in this file that have the same data in these fields:

1. Academic Year Number
2. Calendar Number
3. Term Type
4. Term Number

5. Local Course Code
6. Section Code

Suggestions

Use the information in the error message to find the duplicate Staff Records in your vendor system. Review the Staff Records to determine if the specified Local Course Code cited in the error message has two identical sections. Fix any error(s) so the records are not duplicates or remove one of the records.

COURSESECTION_STAFF_DUPLICATE

Sample Error Message

COURSESECTION_STAFF_DUPLICATE: A duplicate Staff Course Section Record was found with the values: LocalCourseCode-'345MA2', SectionCode-'5', SiteNumber-'060', FileFolderNumber -'322846'

Explanation

This error is received when two Staff Course Records for one site have the same data in a set of seven fields that are designed to make each Staff Record unique. In this sample message the File Folder Number field is duplicated:

1. Academic Year Number
2. Calendar Number
3. Term Type
4. Term Number
5. Local Course Code
6. Section Code
7. File Folder Number

Suggestions

Use the information in the error message to locate the duplicate Staff Records in your vendor system. Determine if information was entered in error. Term Type and Number, Local Course Code, Section Code, and FFN information could be causing the duplicate record error. Fix the field(s) if there is an error or remove one of the Staff Records.

COURSESECTION_PERIOD_DUPLICATE

Sample Error Message

COURSESECTION_PERIOD_DUPLICATE: The same period was listed twice on a Staff Course Section Period Record for Local Course Code-'E50346', SectionCode-'1', SiteNumber-'712', Term-'Q2', PeriodNumber-'1'

Explanation

This error is received when two Staff Records for one site have the same data in a set of eight fields that are designed to make each Staff Record unique. There are two records that have duplicate data in these fields:

1. Academic Year Number
2. Calendar Number
3. Term Type
4. Term Number
5. Local Course Code
6. Section Code
7. File Folder Number
8. Period Number

Suggestions

Use the information in the error message to locate the duplicate Staff Records in your vendor system. This error is similar to the COURSESECTION_STAFF_DUPLICATE: error above. Determine what information was entered in error. Term Type and Number, Section Code, File Folder Number or Period Number could be causing the duplicate record error. Fix the field(s) if there is an error or remove one of the Staff Records.

SC_LEADING_SPACES

Sample Error Message

SC_LEADING_SPACES: SectionCode ' 01' contains a leading space in the field which is not allowed. LocalCourseCode-'BUS040', SiteNumber-'010'

Explanation

This error is received when the Section Code cited in the error message has a space as the first character of the code. Leading spaces cause matching problems among the various MCCC data collections. Spaces are allowed in the middle of a Section Code.

Suggestions

Use the Site Number, Local Course Code and Section Code from the error message to find the Staff Record with the space at the beginning of the Section Code in your vendor system. Remove the space.

SC_TRAILING_SPACES

Sample Error Message

SC_TRAILING_SPACES: SectionCode ' 01' contains a trailing space in the field which is not allowed. LocalCourseCode-'BUS040', SiteNumber-'010'

Explanation

This error is received when the Section Code cited in the error message has a space as the last character of the code. Trailing spaces causes matching problems among the various MCCC data collections. Spaces are allowed in the middle of the Section Code.

Suggestions

Use the Site Number, Local Course Code and Section Code from the error message to find the Staff Record with the space at the end of the Section Code in your vendor system. Remove the space.

Message Codes for Local Course Index

INVALID_LOCALCOURSECODE

Sample Error Message

INVALID_LOCALCOURSECODE: LocalCourseCode '231' was not found in your Local Course Index for the Reporting Year '2011' for SectionCode-'248.01.Q1' SiteNumber-'40', Term-'Q3' (Term field - Concatenation of TermType + TermNumber)

Explanation

This error is received when the Local Course Code cited in the error message is not found in the district's Local Course Index in the MCCC system.

Suggestions

If you cannot find the Local Course Code cited in the error in your Local Course Index in the MCCC system, add it. Make sure to view the Reporting Year in the MCCC system that matches the Reporting Year on this Staff file. You may want to upload a new Local Course Index file if you are missing a number of courses.

DISTCOURSEINFO_NOT_FOUND

Sample Error Message

DISTCOURSEINFO_NOT_FOUND: The LocalCourseCode-'231' was not found in MCCC Local Course Index for the reported year. Year-'2011', District-'0182-01', SiteNumber-'1', SectionCode-'01'

Explanation

This error is received when the Local Course Code cited in the error message is not found in the district's Local Course Index in the MCCC system for the Reporting Year specified in the Staff file.

Suggestions

If you cannot find the Local Course Code cited in the error message in your Local Course Index in the MCCC system, add it. Make sure you are viewing the Reporting Year in the MCCC system that matches the Reporting Year on the Staff file. You may want to upload a new Local Course Index file if you are missing a number of courses.

LCC_LEADING_SPACES

Sample Error Message

LCC_LEADING_SPACES: LocalCourseCode ' BUS040' contains a leading space in the field which is not allowed. SectionCode-'01', SiteNumber-'010'

Explanation

This error is received when the Local Course Code cited in the error message has a space as the first character of the code. Leading spaces cause matching problems among the various MCCC data collections. Spaces are allowed in the middle of a Local Course Code.

Suggestions

Use the Site Number, Local Course Code and Section Code in the error message to find the Staff Record with the space at the beginning of the Local Course Code in your vendor system. Remove the space

LCC_TRAILING_SPACES

Sample Error Message

LCC_TRAILING_SPACES: LocalCourseCode ' BUS040' contains a trailing space in the field which is not allowed. SectionCode-'01', SiteNumber-'010'

Explanation

This error is received when the Local Course Code cited in the error message has a space as the last character of the code. Trailing spaces cause matching problems among the various MCCC data collections. Spaces are allowed in the middle of a Local Course Code.

Suggestions

Use the Site Number, Local Course Code and Section Code in the error message to find the Staff Record with the space at the end of the Local Course Code in your vendor system. Remove the space.

K12COURSE_NEEDSNULL_EEINSTAPPROACH

Sample Error Message

K12COURSE_NEEDSNULL_EEINSTAPPROACH: 'ABA' EEInstructionalApproachCode is not allowed on a K-12 course for SectionCode - '001', LocalCourseCode - 'test01' and SiteNumber - '10'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education instructional approach listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE instructional approach should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_EEINSTAPPROACHIMPLCODE

Sample Error Message

*K12COURSE_NEEDSNULL_EEINSTAPPROACHIMPLCODE: 'FULL'
EEInstructionalApproach Implementation Code is not allowed on a K-12 course for
SectionCode - '001', LocalCourseCode - 'test01' and SiteNumber - '10'.*

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education Instructional Approach Implementation code listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE Instructional Approach Implementation code should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_SBINITIATIVE

Sample Error Message

*K12COURSE_NEEDSNULL_SBINITIATIVE: 'CLASS' SiteBasedInitiative is not allowed
on a K-12 course for SectionCode - '001', LocalCourseCode - 'test01' and SiteNumber -
'10'.*

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education site-based initiative listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE site-based initiative should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDNULL_SBINITIATIVEIMPLCODE

Sample Error Message

*K12COURSE_NEEDNULL_SBINITIATIVEIMPLCODE: 'FULL' SiteBasedInitiative
Implementation Code is not allowed on a K-12 course for SectionCode - '001',
LocalCourseCode - 'test01' and SiteNumber - '10'.*

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education SB initiative implementation code listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE SB initiative implementation code should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

Message Codes for Site Information and Unauthorized User

INACTIVE_SITE

Sample Error Message

INACTIVE_SITE: SiteNumber '701' is either INVALID or has an INACTIVE status in Org Unit MDE Systems for the Reporting Year for LocalCourseCode-'0130EN', SectionCode-'1', SiteNumber-'701'

Explanation

This error is received when the Site Number cited in the error message is not valid. This could mean that the site does not exist or is inactive for the district defined in the header of the file.

Suggestions

Verify that the Site Number representing the school or program exists and is active in the district defined in the Staff file. To determine a site's status, check Schools and Organizations (MDE-ORG) under Data Center on the MDE website. [MDE-ORG](#) shows the current status of every school or program (sites) in your district. Pay attention to the Reporting Year on the file as a school or program might have closed or be new and, therefore, is not valid for the Reporting Year on the file.

INACTIVE_ORGANIZATION

Sample Error Message

INACTIVE_ORGANIZATION: The Organization included in the file submitted is not Active for UnitNumber-'0031', UnitType-'01'

Explanation

This error is received when the school district number (UnitNumber) and district type (UnitType) in the file header represent a district that does not exist or is not active for the Reporting Year on the file.

Suggestions

Verify that the school district cited in the error message exists and is active. To determine the district's status, check Schools and Organizations (MDE-ORG) under Data Center on the MDE website. [MDE-ORG](#) shows the current status of the district for which you are trying to submit data. Pay attention to the Reporting Year as the district may have closed or be new and, therefore, is not valid for the Reporting Year on the file.

INACTIVE_HEADERSITE

Sample Error Message

INACTIVE_HEADERSITE: The SiteNumber '999' is not an active SiteNumber for the District-'0435-01'

Explanation

This error is received when the Site Number cited in the error message is not valid. The error means the Site that is listed within the Sites tag on the file header is inactive or does not exist.

Suggestions

Verify if the site listed in the error message is active or not. To determine the site's status, check Schools and Organizations (MDE-ORG) under Data Center on the MDE website. [MDE-ORG](#) shows the current status of the school or program (site) for which you are trying to submit data. Pay attention to the Reporting Year as the site may have closed or be new and is, therefore, not valid for the Reporting Year on the file.

SITE_IN_DATA_NOT_IN_HEADER

Sample Error Message

SITE_IN_DATA_NOT_IN_HEADER: Site '020' was reported but it was not included in the Sites list.

Explanation

This error is received when the Site Number cited in the error message was not included in the header of the Staff file but is found on an individual Staff Record within the file. All sites reporting data in the file must be included in the Sites tag in the header section of the file.

Suggestions

Add the Site Number listed in the error message to your vendor system or determine why the file was created without the Site Number being included in the Sites tag in the file header.

Unauthorized

Sample Error Message

Unauthorized: Person submitting file is not authorized for MCCC Application or for State Organization ID. UserId='tdismulti', District-'0047-01'

Explanation

This error is received when the person submitting the file to the MCCC system is not authorized to access the MCCC system for the district listed on the file.

Suggestions

Check with the district superintendent to determine if you should be authorized to access the MCCC system. XML Notepad 2007 will allow you to see the district number in the file. An explanation of how to install and use XML Notepad 2007 is available in the Tools and Supports section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

Miscellaneous Error Codes

INVALID_INSTMETH

Sample Error Message

INVALID_INSTMETH: InstructionalMethod 'CS' is not valid with a 9-12 Local Course Code.

Explanation

This error is received when the Instruction Method cited in the error message is not valid for the grade level. Additional Instruction Methods were introduced for grades K-8 that are not valid for grades 9-12. Some 9-12 Instruction Methods are not valid for grades K-8.

Suggestions

Use the Local Course Code and Section Code cited in the error message to find this Staff Record in your vendor system. Determine the grade level of the course by the MCCC classification. MCCC classifications in which the first two digits are numbers 01 through 23 denote grade 9-12 courses. Classifications in which the first two digits are 51, 52, 73 or 74 denote grade K-8 courses. The valid Instruction Methods by grade levels can be found on the MCCC Field Definitions V3 document posted on the public [MCCC webpage](#) under Schema 3 Implementation.

MRKINDICTRUE_TCHRECINDNEEDED

Sample Error Message

MRKINDICTRUE_TCHRECINDNEEDED: The MarkingIndicator is set to 'true' and at least one StaffRecord must be indicated as Teacher Of Record for LocalCourseCode-'EN3945', SectionCode-'3', SiteNumber-'20'

Explanation

This error is received when the MarkingIndicator field on the Staff Record cited in the error message is set to "TRUE" and no teacher is flagged as the Teacher of Record. One teacher on each Staff Record must be reported as the Teacher of Record. The Teacher of Record is the educator responsible for awarding the grade and credit to students who complete the course.

Suggestions

Using the Site Number, Local Course Code and Section Code in the error message, find this Staff Record in your vendor system. Flag one of the teachers listed as the Teacher of Record.

FDRNUM

Sample Error Message

FDRNUM: The FileFolderNumber-'0' was not found in the MDE Systems for Staff Section record LocalCourseCode-'EN4554', SectionCode-'02', SiteNumber-'20'

Explanation

This error is received when the File Folder Number (FFN) cited in the error message is not found in the Minnesota Educator Licensing system. The MCCC accepts only valid File Folder Numbers.

Suggestions

In your vendor system, enter a valid FFN for the educator assigned to this Staff Record.

INVALID_LANGUAGE

Sample Error Message

INVALID_LANGUAGE: InstructionLanguageType '11' is not a valid language type or is not allowed in MCCC for Local Course Code-'020Ag 1', SectionCode-'3', SiteNumber-'1'

Explanation

This error is received when the Language of Instruction number cited in the error message is not a valid language number in the MARSS system or when it is the number 11, which indicates English. English should not be reported as a Language of Instruction. Report only the non-English MARSS language number for a bilingual course and English will be assumed as the second language. For language immersion courses, report a valid MARSS language number for the language in which the course is being taught.

Suggestions

Use the Site Number, Local Course Code and Section Code in the error message to find this Staff Record in your vendor system. Delete the number if it is 11 or change it to a valid non-English MARSS language number if the record is for a bilingual or immersion course.

BILINGUALCOURSE_LANGNEEDED

Sample Error Message

No sample error message available.

Explanation

This error is received when the local course cited in the error message is indexed under an MCCC classification that identifies it as a bilingual course. English is assumed to be one of the two languages of instruction. The non-English language of instruction must be reported using one of the MARSS language numbers.

Suggestions

Use the Site Number, Local Course Code and Course Section in the error message to find this Staff Record in your vendor system. Add the MARSS system non-English language number for the language other than English in which the course is taught. If the course is not a bilingual course, re-classify it in the district's Local Course Index in your vendor system and reload the course file.

Early Education Staff Record Codes

INVALID_INSTAPPROACH

Sample Error Message

INVALID_INSTAPPROACH: 'xxx' EEInstructionalApproachCode is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Instructional Approach listed. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Instructional Approach in your vendor system for the course in error. The list of valid EE Instructional Approach codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Instructional Approach tab of the Excel spreadsheet for the complete list.

EECOURSE_NEEDS_EEINSTAPPROACH

Sample Error Message

EECOURSE_NEEDS_EEINSTAPPROACH: EEInstructionalApproachCode is required for EE courses for SectionCode - '01', LocalCourseCode - 'CE010' and SiteNumber - '40'

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and is missing the code for the Instructional Approach. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Instructional Approach in your vendor system for the course in error. The list of valid EE Instructional Approach codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Instructional Approach tab of the Excel spreadsheet for the complete list.

INVALID_INSTAPPROACHIMPL

Sample Error Message

INVALID_INSTAPPROACHIMPL: 'xxx' EEInstructionalApproach Implementation Code is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Instructional Approach Implementation Status code. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education Instructional Approach Implementation Status code in your vendor system for the course in error. The list of valid EE Implementation Status codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Implementation Status tab of the Excel spreadsheet for the complete list.

EECOURSE_NEEDS_INSTAPPROACHIMPL

Sample Error Message

EECOURSE_NEEDS_EEINSTAPPROACHIMPLCODE: EEInstructionalApproach Implementation Code is required for EE courses for SectionCode - '01', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and is missing the code for the Instructional Approach Implementation Status. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Instructional Approach Implementation Status code in your vendor system for the course in error. The list of valid EE Implementation Status codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Implementation Status tab of the Excel spreadsheet for the complete list.

INVALID_SB_INITIATIVE

Sample Error Message

INVALID_SB_INITIATIVE: 'xxx' SiteBasedInitiativeCode is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Site-Based Initiative listed. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Site-Based Initiative code in your vendor system for the course in error. The list of valid EE Site-Based codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Site-Based-Initiatives tab of the Excel spreadsheet for the complete list.

EECOURSE_NEEDS_SBINITIATIVE

Sample Error Message

EECOURSE_NEEDS_SBINITIATIVE: 'SiteBasedInitiative is required for EE courses for SectionCode - '01', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and is missing the code for the Site-Based Initiative. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Site-Based Initiative code in your vendor system for the course in error. The list of valid EE Site-Based codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Site-Based-Initiatives tab of the Excel spreadsheet for the complete list.

INVALID_SB_INITIATIVEIMPL

Sample Error Message

INVALID_SB_INITIATIVEIMPL: 'xxx' SiteBasedInitiative Implementation Code is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Site-Based Initiative Implementation Status listed. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Site-Based Initiative Implementation Status code in your vendor system for the course in error. The list of valid EE Implementation codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Implementation Status tab of the Excel spreadsheet for the complete list.

EECOURSE_NEEDS_SBINITIATIVEIMPLCODE

Sample Error Message

EECOURSE_NEEDS_SBINITIATIVEIMPLCODE: SiteBasedInitiative Implementation Code is required for EE courses for SectionCode - '01', LocalCourseCode - 'CE010' and SiteNumber - '40'

Explanation

This error is received when the Local Course Code cited in the error message is an early education course is missing the Site-Based Initiative Implementation Status code. This is a required field for all early education courses and cannot be left blank.

Suggestions

Add the Site-Based Initiative Implementation Status Code in your vendor system for the course in error. The list of valid EE Implementation codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Implementation Status tab of the Excel spreadsheet for the complete list.

Student Course Record File Error Messages

Message Codes for XSD Errors

XSDCheck

Sample Error Message

XSDCHECK: (A variety of information will follow this code).

Explanation

This error is received when the Student file does not pass the XML validation check against the XSD schema. The XSD schema defines the fields, characteristics and requirements for a valid XML file. If the file's formatting does not match the XSD, the processing engine rejects the file and gives an obscure error message about which record contains the error. There may be multiple XSD errors, but the processing engine finds only one error at a time. If this error is fixed, there may be other errors of this type that will cause the file to fail again.

Suggestions

If your vendor does not offer a file validation tool, use the free tool XML Notepad 2007 to review the file so you can see all the formatting errors at one time. An explanation of how to install and use XML Notepad 2007 is available in the Tools and Supports section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

SQLException

Sample Error Message

SQLException: (A variety of information will follow this code).

Explanation

This error is received when the Student file does not pass the XML validation check against the XSD schema. The XSD schema defines the fields, characteristics and requirements for a valid XML file. If the file's formatting does not match the XSD, the processing engine rejects the file and gives an obscure error message about which record contains the error. There may be multiple SQLException errors, but the processing engine finds only one error at a time. If this error is fixed, there may be other errors of this type that will cause the file to fail again.

Suggestions

If your vendor does not offer a file validation tool, use the free tool XML Notepad 2007 to review the file so you can see all the formatting errors one time. An explanation of how to install and use XML Notepad 2007 is available in the Tools and Supports section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

Message Codes for Calendar Information and Submission Year

INVALID_ACADEMICYR

Sample Error Message

INVALID_ACADEMICYR: The Academic Year Number-'52' was not found in MCCC Calendar Information for the Student Course record LocalCourseCode-'103EN2B', SectionCode-'2B', StateStudentId-'98575599999'

Explanation

This error is received when the Academic Year Number cited in the error message is not found in your district's Calendar Information in the MCCC system. This number is not the four-digit Reporting Year, such as 2013. It is a number assigned by the MCCC system when your district's Calendar Information is manually entered into the MCCC system. It can be found using the Calendar Export report. (See Calendar Export under the brown Report tab on the left hand navigation of your district's MCCC webpage.) The Academic Year Number is one of the columns on the Excel spreadsheet of the Calendar Export report.

Suggestions

Access the Academic Year Number in the Calendar Export report and change it in your vendor system so the correct number can be generated on a new file.

INVALID_CALENDARNR

Sample Error Message

INVALID_CALENDARNR: The CalendarNumber '333' was not found in MCCC Calendar Information for the Student Course record for LocalCourseCode-'570', SectionCode-'1', SiteNumber-'1'

Explanation

This error is received when the Calendar Number cited in the error message is not found in your district's Calendar Information in the MCCC system. It is a number assigned by the MCCC system when your district's Calendar Information is manually entered into the MCCC system. It can be found using the Calendar Export report. (See Calendar Export under the brown Report tab on the left hand navigation on your district's MCCC webpage.) The Calendar Number is one of the columns on the Excel spreadsheet of the Calendar Export report.

Suggestions

Check for other Calendar Information errors, such as Academic Year, that when fixed may correct this error. If the error remains, access the correct Calendar Number using the Calendar Export report. Change the Calendar Number in your vendor system so the correct number can be generated on a new file.

INVALID_TERMNBR

Sample Error Message

INVALID_TERMNBR: TermNumber '3' is incorrect for SectionCode- '2' , SiteNumber-'20', AcademicYearNumber-'14', CalendarNumber-'1', TermCode-'Q'

Explanation

This error is received when the Term Number cited in the error message is not found in your district's Calendar Information in the MCCC system. Use the Academic Year Number and Calendar Number cited in the error message to view the terms defined in your district's Calendar Information in the MCCC system and determine if the Term Number in the error message exists.

Suggestions

Check for SECTIONINFO_NOT_FOUND errors. This Term Number error may go away when any section issues are resolved. Check for other Calendar Information errors, including Academic Year and Calendar, that when fixed may correct this error. Check if changes were made to the terms used by your district including Marking Terms. Make sure that the Calendar Information in the MCCC system matches the information in your vendor system. You will need to change information in the MCCC system or in your vendor system to correct this error.

MARKINGTERMINFO_NOT_FOUND

Sample Error Message

MARKINGTERMINFO_NOT_FOUND: The MarkingTerm-'Q1' reported on the Student Marking Record was not found for the following combination of Reporting Year-'2011', District-'0300-01', AcademicYearNumber-'105', CalendarNumber-'2', LocalCourseCode-'001623', SectionCode-'01', StateStudentId-'300000011131'

Explanation

This error is received when the Marking Term cited in the error message is not found in the term information in your district's Calendar Information in the MCCC system. To resolve the error, you must add the missing terms to the Calendar information in the MCCC system or remove the Marking Term from the Student Record so it uses a different (scheduling) term.

Suggestions

Review your district's Calendar Information in the MCCC system and determine if the values for Reporting Year, Academic Year Number, Calendar Number, Term Type and Term Number cited in the error message exist in the MCCC system. Q1 represents Quarter 1, T3 represents Trimester 3.

INVALID_TERMTYPE

Sample Error Message

INVALID_TERMTYPE: TermType 'YR' is incorrect for SectionCode-'2', SiteNumber-'20', AcademicYearNumber-'14', CalendarNumber-'1', TermNumber-'5'

Explanation

This error is received when the Term Type cited in the error message is not a valid Term Type Code.

Suggestions

Using the information cited in the error message, find the Student Record with the error in your vendor system and determine if a character was left off or an additional character was added to the Term Type Code; for example, O for other or YR for yearlong, neither of which are valid codes. Term types codes are defined in the Field Reference Information for File Upload document posted to the public MCCC webpage and include: Y for yearlong, S for semester, T for trimester, Q for quarter, QM for quinmester, H for hexmester, S for summer and OT for other term.

INVALID_SUBMISSION_YEAR

Sample Error Message

INVALID_SUBMISSION_YEAR: The Reporting Year field contains a year that is not currently open for student file submissions.

Explanation

This error is received when the four-digit number in the Reporting Year field is for a year that is not open for submission in the MCCC system. For example, the four-digit year 2013 represents the reporting year 2012-2013.

Suggestions

Verify in your vendor system that you selected the correct Reporting Year for this file, or check with the MCCC team to determine if the MCCC submission window is open for the Reporting Year on this file.

Message Codes for Course Sections

INVALID_SECTIONCODE

Sample Error Message

INVALID_SECTIONCODE: The SectionCode-'02' does not exist in the Staff Course section records for the student record with StateStudentId-'47047006000', LocalCourseCode-'EN2384', Term-'Q4'

Explanation

This error is received when the Section Code cited in the error message cannot be found in the Staff Records submitted in your Staff XML file.

Suggestions

Run the Staff Course Record report under the brown Reports tab on the left hand navigation of your district's webpage in the MCCC system. In the report, look for a Staff Record to match the Section Code cited in the error message using the fields Local Course Code, Section Code and the Term information. The Section Code on the Student Record may be defined in a different term and that section or term may need to be added to the Staff Records. By viewing the successfully loaded Staff Records in the Staff Course Record report, you often see why this error occurred.

SECTIONINFO_NOT_FOUND

Sample Error Message

SECTIONINFO_NOT_FOUND: No matching Staff Course Section record was found for StateStudentId - '47011118840', Year-'2011', District-'0047-01', SiteNumber-'1', AcademicYearNumber-'41', CalendarNumber-'1', Term-'T3', LocalCourseCode-'001533', SectionCode-'01'

Explanation

This error is received when the Student Record cited in the error message did not have a matching Staff Record for the following fields:

1. Year
2. UnitNumber
3. UnitType
4. SiteNumber
5. AcademicYearNumber
6. CalendarNumber
7. TermType
8. TermNumber
9. LocalCourseCode
10. SectionCode

Suggestions

Run the Staff Course Record report under the brown Reports tab on the left hand navigation of your district's webpage in the MCCC system. Look for a Staff Record to match the Student Record cited in the error message using the Local Course Code, Section Code and Term information. The Section Code on the Student Record may be defined in a different term and that section or term may need to be added to the Staff Records. By viewing the successfully loaded Staff Records in the Staff Course Record report, you often see why this error occurred.

STUDENTSECTION_DUPLICATE

Sample Error Messages (One for each of the four coursework types)

STUDENTSECTION_DUPLICATE: More than one Scheduled Student Records have been submitted that have the same values for the unique fields in StateStudentId-'578000410007', LocalCourseCode-'000175', SectionCode-'2', Term-'Q3' (Scheduled)

STUDENTSECTION_DUPLICATE_IS: More than one Ind. Study Student Records have been submitted that have the same values for the unique fields in StateStudentId-'186010140243', LocalCourseCode-'1062316', SiteNumber-'01' (Independent Study)

STUDENTSECTION_DUPLICATE_PBL: More than one Project Student Records have been submitted that have the same values for the unique fields in StateStudentId-'186010140243', StateCourseCode-'02121', SiteNumber-'010' (Project-Based Learning)

STUDENTSECTION_DUPLICATE_PSEO: Two Direct Pay Student Records have been submitted that have the same values for the unique fields in StateStudentId-'186010140243', StateCourseCode-'02121', CollegeCode-'123456', SiteNumber-'060' (PSEO denoted by Direct Pay)

Explanation

This error is received when more than one Student Record has the same information for the fields enumerated in the error message. Please note that each of the four coursework types have different fields that when taken together make each Student Record unique.

Suggestions

Use the field information cited in the error message to locate the two Student Records that have the same values in the same fields in your vendor system. Vendors create Student Records in different ways so duplicate records are created for different reasons based on the vendor. It is most important to identify the two records and determine why both were included in the file. One of the records may need a different value in one of the fields; for example, the site number should be different. If you cannot find one or more fields where the two records should be different, one of the records must be deleted.

If your vendor does not provide a tool to validate the file, use the free tool XML Notepad 2007 to review the files and find Student Records that have the same information in the same fields. An explanation of how to install and use XML Notepad 2007 is available in the download section on the public [MCCC webpage](#) or contact mde.mccc@state.mn.us for a copy of this document.

SC_LEADING_SPACE

Sample Error Message

SC_LEADING_SPACE: SectionCode ' 01' contains a leading space in the field which is not allowed. LocalCourseCode-'BUS040', SiteNumber-'010'

Explanation

This error is received when the Section Code cited in the error message contains a space as the first character of the code. Leading spaces are not allowed because they cause problems with matching among the different data collections in the MCCC system.

Suggestions

Using the Site Number and Local Course Code cited in the error message, find the Section Code with a leading space in your vendor system. Either remove the leading space or request your vendor do so. If course sections are used in multiple places within your vendor system, please make sure they all match and none of them contain leading spaces.

SC_TRAILING_SPACE

Sample Error Message

SC_TRAILING_SPACE: SectionCode ' 01' contains a trailing space in the field which is not allowed. LocalCourseCode-'BUS040', SiteNumber-'010'

Explanation

This error is received when the Section Code cited in the error message contains a space as the last character of the code. Trailing spaces are not allowed as they cause problems with matching among the different data collections in the MCCC system.

Suggestions

Using the Site Number and Local Course Code cited in the error message, find the Section Code with the trailing space in your vendor system. Either remove the space or request your vendor do so. If course sections are used in multiple places within your vendor system, please make sure they all match and none contain trailing spaces.

K12COURSE_NEEDSNNULL_ASSESSTARTDATE

Sample Error Message

K12COURSE_NEEDSNNULL_ASSESSTARTDATE: '20150315' Assessment StartDate is not allowed for K12 courses for StateStudentId – '831123682123', LocalCourseCode – '010E100', SectionCode – '01', Term – S1'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education Assessment Start Date listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE Assessment Start Date should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_ASSESSEDDATE

Sample Error Message

K12COURSE_NEEDSNULL_ASSESSEDDATE: '20150610' Assessment EndDate is not allowed for K12 courses for StateStudentId – '831123682123', LocalCourseCode – '010E100', SectionCode – '01', Term – S1'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education Assessment End Date listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE Assessment End Date should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_ASSESSTOOLCODE

Sample Error Message

K12COURSE_NEEDSNULL_ASSESSTOOLCODE: 'GOLD' Assessment Tool Code is not allowed for K-12 courses for the StateStudentId – '2176010130324', LocalCourseCode – '165', SectionCode – '1-4' and SiteNumber – '1'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education Assessment Tool Code listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE Assessment Tool Code should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_ASSESSIMPLCODE

Sample Error Message

K12COURSE_NEEDSNULL_ASSESSIMPLCODE: "FULL" Assessment Implementation Code is not allowed for K-12 courses for StateStudentId – '2176010130324', LocalCourseCode – '165', SectionCode – '1-4' and SiteNumber – '1'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education Assessment Tool Implementation Code listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE Assessment Tool Implementation Code should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12_COURSE_NEEDSNULL_SBINITIATIVE

Sample Error Message

K12_COURSE_NEEDSNULL_SBINITIATIVE: '165' SiteBasedInitiative is not allowed on a K-12 course for StateStudentId – '2176010130324', LocalCourseCode – '165', SectionCode – '1-4' and SiteNumber – '1'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has an early education Site-Base Initiative listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then the EE Site-Base Initiative should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_EEINSTMINUTES

Sample Error Message

K12COURSE_NEEDSNULL_EEINSTMINUTES_PBL: '2546' EE Instruction Minutes is not allowed for K12 courses for StateStudentId – '831123682125', StateCourseCode – '52031' and SiteNumber – '10'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has Early Education Instruction Minutes listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then Early Education Instruction Minutes should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

K12COURSE_NEEDSNULL_EEINSTAPPROACH

Sample Error Message

K12COURSE_NEEDSNULL_EEINSTAPPROACH: '165' EEInstructionalApproachCode is not allowed on a K-12 course for StateStudentId – '2176010130324', LocalCourseCode – '165'. SectionCode – '1-4' and SiteNumber – '1'.

Explanation

This error is received when the Local Course Code cited in the error message is a K-12 course and has Early Education Instructional Approach listed. For K-12 courses this field should be blank.

Suggestions

If the course is a K-12 course, a State Course Code less than 81000, then Early Education Instructional Approach should be blank. If the course is an EE course then the State Course Code needs to be greater than 80999.

Message Codes for Local Course Index

INVALID_LOCALCOURSECODE

Sample Error Messages (Different coursework types have different error messages.)

'INVALID_LOCALCOURSECODE: The LocalCourseCode-'001121' was not found in the Local Course Index for StateStudentId-'47047130137', SectionCode-'01' (Scheduled)

'INVALID_LOCALCOURSECODE_IS: The LocalCourseCode-'001121' was not found in the Local Course Index for StateStudentId-'47047130137' (Independent Study: SectionCode is not displayed for Independent Study Student Record Types.)

Explanation

This error is received when the Local Course Code reported cited in the error message is not found in the district's Local Course Index in the MCCC system. It may also be received for Scheduled coursework when a matching SectionCode is not found in a Staff Record. The MCCC processing engine links to the Local Course Index through the Staff Record for Scheduled coursework. The first step is to verify that you did not also get a SECTIONINFO_NOT_FOUND error for this record if it is a Scheduled coursework type.

Suggestions

If the Student Record cited in the error message is a Scheduled coursework type with a related SECTIONINFO_NOT_FOUND or INVALID_SECTIONCODE, fix the Section error(s) first and this Local Course Code error may go away. If there are no Section errors or the Student Record is an Independent Study coursework type, review your district's Local Course Index in the MCCC system to determine if the Local Course code cited in the error message exists. If it does, check that the local course record contains all the required indexing information and is error free. Add the local course to your district's Local Course Index if it does not exist or add missing information if it is not error free.

DISTCOURSEINFO_NOT_FOUND

Sample Error Message

DISTCOURSEINFO_NOT_FOUND: The LocalCourseCode - '001623' was not found in the Student Section record for StateStudentId-'47047140312', Year-'2011', District-'0047-01', SiteNumber-'1', SectionCode-'01'

Explanation

This error is received when the Local Course Code cited in the error message is not found in the district's Local Course Index in the MCCC system.

Suggestions

First, fix any related Section errors and this Local Course Code error may go away. Next, verify that the Local Course Code for the Reporting Year and Site listed in the error message exists in the district's Local Course Index in the MCCC system. If it exists, check to make sure the indexing information is complete and error free. The site number used for the course in the Local Course Index may be triple zero (000). Courses often exist in your vendor system but have not been added to the Local Course Index in the MCCC system.

IND_STATECOURSEINFO_CHECK

Sample Error Message

IND_STATECOURSEINFO_CHECK: The MCCC classification for LocalCourseCode-'394' is not valid in an Independent Study coursework type because it is not an Ind. Study classification for StateStudentId-'4010130106', SiteNumber-'020'

Explanation

This error is received when the local course code cited in the error message was not classified under an Independent Study MCCC classification in your Local Course Index, but has been reported as Independent Study coursework on the Student Record. Independent Study MCCC classifications must be used to report Independent Study coursework. Independent Study MCCC classifications are listed on the Field Reference Information for File Uploads document on the public MCCC webpage.

Suggestions

Review your Local Course Index in the MCCC system to check the MCCC classification number for the Local Course that caused the error. Determine if the course is accurately indexed under an Independent Study classification and/or consult your vendor to determine if this Student Record was incorrectly created as an Independent Study coursework type.

PROJ_STATECOURSEINFO_CHECK

Sample Error Message

PROJ_STATECOURSEINFO_CHECK: The StateCourseCode-'02121' is not valid in a ProjectBased coursework type because the MCCC Classification is not a Seminar/Project classification for StateStudentId-'4010130106', SectionCode-'2B'

Explanation

This error is received when a Project-Based coursework type is submitted with an MCCC classification (StateCourseCode) that is not a Seminar/Project classification. Project-Based coursework can only be reported using an MCCC Seminar/Project classification.

Suggestions

Review the MCCC classification (StateCourseCode) used for this Student Record to determine if it is the correct classification, or if this Student Record should be reported using a different coursework type. The list of MCCC Seminar/Project classifications which can be used to report Project-Based coursework can be found on the Field Reference Information for File Uploads document on the public MCCC webpage. You must either change the MCCC classification (StateCourseCode) for this Student Record or report it using a different coursework type.

LCC_LEADING_SPACE

Sample Error Messages (Different coursework types have different error messages.)

LCC_LEADING_SPACE: LocalCourseCode ' BUS040' contains a leading space in the field which is not allowed. SectionCode-'01', SiteNumber-'010' (Scheduled)

LCC_LEADING_SPACE_IS: LocalCourseCode ' BUS040' contains a leading space in the field which is not allowed. SiteNumber-'010' (Independent Study: No section code is included in an Independent Study coursework type student record.)

Explanation

This error is received when the Local Course Code cited in the error message contains a space in the first position of the code. Leading spaces cause problems with matching among the different data collections in the MCCC system.

Suggestions

In your vendor system, find the Local Course Code cited in the error message and remove the leading space. If the Local Course Code is used in multiple places in your vendor system, make sure that all codes match and none of them contain leading spaces.

LCC_TRAILING_SPACE

Sample Error Messages (Different coursework types have different error messages.)

LCC_TRAILING_SPACE: LocalCourseCode ' BUS040' contains a trailing space in the field which is not allowed. SectionCode-'01', SiteNumber-'010' (Scheduled)

LCC_TRAILING_SPACE_IS: LocalCourseCode ' BUS040' contains a trailing space in the field which is not allowed. SiteNumber-'010' (Independent Study: No section code is included in an Independent Study coursework type student record.)

Explanation

This error is received when the Local Course Code cited in the error message contains a space in the last position of the code. Trailing spaces cause problems with matching among the different data collections in the MCCC system.

Suggestions

In your vendor system, find the Local Course Code cited in the error message and remove the trailing space. If the Local Course Code is used in multiple places in your vendor system, make sure that all codes match and none of them contain trailing spaces.

StateCourseCode_PSEO

Sample Error Message

StateCourseCode_PSEO: '74037' StateCourseCode is incorrect for StateStudentId - '831000682790', CollegeCode - '002369', StateCourseCode - '74037' and SiteNumber - '20'.

Explanation

This error is received when the MCCC classification (StateCourseCode) cited in the error message is an early education or K-8 classification. PSEO coursework must be reported using a 9-12 MCCC classification (StateCourseCode). MCCC classification numbers greater than 51000 denote early education or K-8 classifications; MCCC classification numbers between 01000 and 23999 denote grade 9-12 classifications.

Suggestions

Using the information cited in the error message, find this PSEO Student Record in your vendor system and correctly classify it using a 9-12 MCCC classification number.

Message Codes for Site/Organization Information and Unauthorized User

INACTIVE_HEADERSITE

Sample Error Message

INACTIVE_HEADERSITE: The SiteNumber '999' is not an active SiteNumber for the District-'0435-01'.

Explanation

This error is received when a site included in the Sites tag of the XML file header is not valid. The error means the site is inactive or does not exist in the MDE-ORG unit system for the district defined in the header.

Suggestions

Verify if the site listed in the error message is active or not. To determine the site's status, check Schools and Organizations (MDE-ORG) under Data Center on the MDE website. MDE-ORG shows the current status for all schools and programs (sites) within the district for which you are trying to submit data. Pay attention to the Reporting Year as the site may have closed or be new and, therefore, is not valid for the Reporting Year on the XML file.

INACTIVE_SITE

Sample Error Message

INACTIVE_SITE: SiteNumber '6' is either INVALID or the status is INACTIVE in MDE Systems for the Reporting Year in the Student Course record LocalCourseCode-'103EN2B', SectionCode-'2B', StateStudentId-'9857559999

Explanation

This error is received when a Site Number reported on an individual Student Record within the Student file is not a valid site. This means that the site reported is either inactive or it does not exist for the district defined in the header of the XML file.

Suggestions

Verify that the site listed in the error message exists and is active. To determine the site's status, check Schools and Organizations (MDE-ORG) under Data Center on the MDE website. MDE-ORG shows the current status for all schools and programs (sites) within the district for which you are trying to submit data. Pay attention to the Reporting Year as the school or program may have closed or be new and, therefore, is not valid for the Reporting Year on the file.

INACTIVE_ORGANIZATION

Sample Error Message

INACTIVE_ORGANIZATION: The Organization included in the file submitted is not active for UnitNumber-'0031', UnitType-'01'

Explanation

This error is received when the combination of school district number (UnitNumber) and district type (UnitType) fields in the header of the XML file does not identify an existing or active school district for the Reporting Year defined in the file.

Suggestions

Verify the district cited in the error message exists and is active. To determine the district's status, check Schools and Organizations (MDE-ORG) under Data Center on the MDE website. MDE-ORG shows the current status of the district for which you are trying to submit data. Pay attention to the Reporting Year as the district may have closed or be new and, therefore, is not valid for the Reporting Year on the file.

SITE_IN_DATA_NOT_IN_HEADER

Sample Error Message

SITE_IN_DATA_NOT_IN_HEADER: The SiteNumber-'070' was reported in your Student Course File but it was not included in the Sites list section.

Explanation

This error is received when an individual Student Record within the XML file is reported from a site that was not included in the XML file's header Sites tag.

Suggestions

Check with your vendor to fix this error. Either the site listed in the error message must be included in the file's header Sites tag or the Student Record reported from that site must be removed from the file.

Unauthorized

Sample Error Message

Unauthorized: Person submitting file is not authorized for MCCC Application or for State Organization ID. UserId='tdismulti', District-'0047-01'

Explanation

This error is received when the person submitting the XML file is not authorized to access the MCCC system for the district listed in the file.

Suggestions

Check with the district superintendent to determine if you should be authorized to access the MCCC system for the district listed in the file. XML Notepad 2007 will allow you to see the district number in the file. An explanation of how to install and use XML Notepad 2007 is available in the download section on the public MCCC webpage or contact mde.mccc@state.mn.us for a copy of this document.

Message Codes for Subject Area

FALSE_MULTIMRKLCC_NEEDSNNULL_SUBJAREA

Sample Error Message

FALSE_MULTIMRKLCC_NEEDSNNULL_SUBJAREA: LocalCourseCode-'627' is not classified as a multiple subject course and requires the SubjectArea to be removed for StateStudentId-'701000141056', SectionCode-'01'

Explanation

This error is received when the local course (LocalCourseCode) cited in the error message is not classified under a MCCC classification (StateCourseCode) in the district's Local Course Index that allows Subject Areas to be reported in the marks section of the Student Record. Only Multiple Subject Area MCCC classifications allow marks in different content areas to be reported for a single course record.

Suggestions

Review the MCCC classification used for the local course in the district's Local Course Index in the MCCC system to determine if the assigned classification is correct. Multiple

Subject Area MCCC classifications are identified on the Field Reference Information for File Uploads document posted on the public MCCC webpage. Either change the MCCC classification to one that allows Subject Areas to be reported or check with your vendor if Subject Areas were added by mistake. Check with the MCCC team if you need help re-classifying the course to allow Subject Areas to be included when more than one mark is reported.

FALSE_MULTIMRKSCC_NEEDSNULL_SUBJAREA

Sample Error Message

FALSE_MULTIMRKSCC_NEEDSNULL_SUBJAREA_PBL: '51998' StateCourseCode is not a multi-mark course and requires SubjectArea to be removed for StateStudentId - '831000682790', StateCourseCode - '51998' and SiteNumber - '20'

Explanation

This error is received when the MCCC classification (StateCourseCode) cited in the error message is not an MCCC classification that allows Subject Areas to be reported in the marks section of a Student Record for Project-Based coursework. Only Multiple Subject Area MCCC classifications allow marks in different content areas to be reported for a single course record.

Suggestions

Review the MCCC classification (StateCourseCode) used to report this Project-Based coursework to determine if the assigned classification is correct. Multiple Subject Area MCCC classifications are identified on the Field Reference Information for File Uploads document posted on the public MCCC webpage. Either change the MCCC classification to one that allows Subject Areas to be reported or check with your vendor to determine if Subject Areas were added by mistake. Check with the MCCC team if you need help re-classifying the course to allow Subject Areas to be included when more than one mark is reported.

TRUE_MULTIMRKSCC_NEEDSNULL_SUBJAREA

Sample Error Message

TRUE_MULTIMRKSCC_NEEDSNULL_SUBJAREA: A subject area was included on an Unscheduled Student Mark when only one mark was reported. Two marks must be reported to include SubjectArea field. StateStudentID-'278000621585', StateCourseCode-'02121'

Explanation

This error was disabled and is not currently active. You should not have received this error message.

Suggestions

Contact the MCCC team at mde.mccc@state.mn.us to discuss this error.

TRUE_MULTIMRKLCC_NEEDSNULL_SUBJAREA

Sample Error Message

TRUE_MULTIMRKLCC_NEEDSNULL_SUBJAREA: A subject area was included on an Unscheduled Student Mark when only one mark was reported. Two marks must be reported to include SubjectArea field. StateStudentID-'278000621585', LocalCourseCode-'4001232'

Explanation

This error was disabled and is not currently active. You should not have received this error message.

Suggestions

Contact the MCCC team at mde.mccc@state.mn.us to discuss this error.

TRUE_MULTIMRKSCHED_NEEDSNULL_SUBJAREA

Sample Error Message

TRUE_MULTIMRKSCHED_NEEDSNULL_SUBJAREA: The LocalCourseCode-'1404' is classified as a multiple subject area but only one mark has been submitted for a specific marking term. SubjectArea must be removed for StateStudentId-'701000121308', LocalCourseCode-'103EN2B', SectionCode-'2B'

Explanation

This error was disabled and is not currently active. You should not have received this error message.

Suggestions

Contact the MCCC team at mde.mccc@state.mn.us to discuss this error.

TRUE_MULTIMRKSCHED_NEEDS_SUBJAREA

Sample Error Message

*TRUE_MULTIMRKSCHED_NEEDS_SUBJAREA_SCHED: '060SPE285'
LocalCourseCode is a multi-mark course and multiple ScheduledStudentMark records have been submitted with identical MarkingTerm, each ScheduledStudentMark record with identical MarkingTerm requires SubjectArea for StateStudentId - '861000008174', LocalCourseCode - '060SPE285', SectionCode - '02' and SiteNumber - '60'*

Explanation

This error is received when the local course (LocalCourseCode) cited in the error message is classified in the district's Local Course Index under an MCCC Multiple Subject Area classification and more than one set of marks and credits is reported but no Subject Area (two-digit code) is included for each set. Each set of marks and credits reported on a Scheduled coursework Student Record for a local course classified under

an MCCC Multiple Subject Area classification must include the two-digit Subject Area for which the mark and credit is being reported.

Suggestions

In your vendor system, find the Student Record cited in the error message that is missing the Subject Area codes for the multiple sets of marks and credits. Add the two-digit Subject Area code that represents the content area for each set of marks and credits. If more than one set of marks and credits was mistakenly reported, delete the set(s) that was mistakenly added.

TRUE_MULTIMRKLCC_NEEDS_SUBJAREA_IS

Sample Error Message

TRUE_MULTIMRKLCC_NEEDS_SUBJAREA_IS: '0212A' LocalCourseCode is a multi-mark course and multiple UnscheduledStudentMarkrecords have been submitted, each UnscheduledStudentMark record requires SubjectArea for StateStudentId - '831000682790', LocalCourseCode - '0212A' and SiteNumber - '20'

Explanation

This error is received when the local course (LocalCourseCode) cited in the error message is classified in the district's Local Course Index under an MCCC classification that allows more than one set of marks and credits to be reported, and more than one set of marks and credits is reported on this Student Record but no Subject Area (two-digit code) is included for each set. Each set of marks and credits reported on a Student Record for a local course classified under a Multiple Subject Area MCCC classification must include the two-digit Subject Area for which the mark and credit is being reported.

Suggestions

In your vendor system, find the Student Record cited in the error message that is missing the Subject Area codes for the multiple sets of marks and credits, if credits are awarded. Add the two-digit Subject Area code that represents the content area for each set of marks and credits. If more than one set of marks and credits was mistakenly reported, delete the set(s) that was mistakenly added.

TRUE_MULTIMRKSCC_NEEDS_SUBJAREA_PBL

Sample Error Message

TRUE_MULTIMRKSCC_NEEDS_SUBJAREA_PBL: '23396' StateCourseCode is a multi-mark course and multiple UnscheduledStudentMark records have been submitted, each UnscheduledStudentMark record requires SubjectArea for StateStudentId - '622999159868', StateCourseCode - '23396' and SiteNumber - '36'.

Explanation

This error is received when the local course (LocalCourseCode) cited in the error message is classified in the district's Local Course Index under an MCCC classification that allows more than one set of marks and credits (if credits are awarded) to be reported, and more than one set of marks and credits is reported on this Student Record but no Subject Area (two-digit code) is included for each set. Each set of marks and credits reported for a local course classified under a Multiple Subject Area MCCC classification must include the two-digit Subject Area for which the mark and credit is being reported.

Suggestions

In your vendor system, find the Student Record cited in the error message that is missing the Subject Area codes for the multiple sets of marks and credit. Add the two-digit Subject Area code that represents the content area for each set of marks and credits. If more than one set of marks and credits was mistakenly reported, delete the set(s) that was mistakenly added.

INVALID_SUBJAREA

Sample Error Messages (Different messages will display based on coursework type.)

INVALID_SUBJAREA_SCHED: '83' SubjectArea is incorrect for StateStudentId - '831000682790', LocalCourseCode - '1155ZZZZZ', SectionCode - '066' and SiteNumber - '20' (Scheduled)

INVALID_SUBJAREA_IS: '86' SubjectArea is incorrect for StateStudentId - '831000682790', LocalCourseCode - '0' and SiteNumber - '20' (Independent Study)

INVALID_SUBJAREA_PBL: '79' SubjectArea is incorrect for StateStudentId - '831000682790', StateCourseCode - '2121' and SiteNumber - '20' (Project-Based Learning)

INVALID_SUBJAREA_PSEO: '84' SubjectArea is incorrect for StateStudentId - '831000682790', CollegeCode - '002369', StateCourseCode - '74037' and SiteNumber - '20' (PSEO)

Explanation

The Subject Area cited in the error message is an invalid, two-digit number that does not represent a Subject Area that exists in the MCCC course classification system for either 9-12 or K-8 courses. PSEO coursework can only be reported for grades 9-12 and must use MCCC course classifications for grades 9-12.

Suggestions

Review the MCCC classification catalogue for the appropriate grade level on this Student Record and enter a valid two-digit Subject Area code for the Student Record in the error message.

STATECOURSE_NEEDS_SUBJAREA0104

Sample Error Message (Different messages will display based on coursework type.)

STATECOURSE_NEEDS_SUBJAREA0104_SCHED: '07' SubjectArea is invalid. Valid values are 01 or 04 for StateStudentId - '831000682790', LocalCourseCode - '2102A', SectionCode - '003' and SiteNumber - '20' (Scheduled)

STATECOURSE_NEEDS_SUBJAREA0104_IS: '87' SubjectArea is invalid. Valid values are 01 or 04 for StateStudentId - '831000682790', LocalCourseCode - '2102A' and SiteNumber - '20' (Independent Study)

STATECOURSE_NEEDS_SUBJAREA0104_PBL: '79' SubjectArea is invalid. Valid values are 01 or 04 for StateStudentId - '831000682790', StateCourseCode - '1055' and SiteNumber - '20' (Project-Based Learning)

Explanation

This error is received when a grades 9-12 local course is classified in the district's Local Course Index under the MCCC classifications 01055 or 01057 and two sets of marks and credits are reported but the Subject Area code for each set is missing or is not 01 for language arts and 04 for social studies. If only one set of marks and credits is reported, no Subject Area should be included on the Student Record. If two sets of marks are reported, the Subject Areas must be 01 and 04.

Suggestions

Using the information in the error message, find this Student Record in your vendor system. Check the two sets of marks and credits reported and add or correct the Subject Areas for each set using 01 and 04. If two sets of marks and credits were incorrectly reported, remove one set and do not include a Subject Area.

STATECOURSE_NEEDS_SUBJAREA5152

Sample Error Message

STATECOURSE_NEEDS_SUBJAREA5152_SCHED: '07' SubjectArea is invalid. Valid values are 51 or 52 for StateStudentId - '831000682790', LocalCourseCode - '998877', SectionCode - '001' and SiteNumber - '20'.

Explanation

This error is received when a local course for grades K-8 is classified in the district's Local Course Index under a MCCC classification that allows more than one set of marks

and credits (if credits are awarded) and the Subject Areas reported on the Student Record are not Subject Area 51 for language arts or 52 for mathematics. The only valid Subject Areas to report more than one set of marks and credits on Student Records for grades K-8 are 51 and 52.

Suggestions

Using the information in the error message, find this Student Record in your vendor system. Review the sets of marks and credits reported and either add the correct Subject Areas to the Student Record or remove the Subject Area tag if only one set of marks and credits should have been awarded.

Message Codes for Marking Indicator

TRUE_MRKINDIC_NEEDS_SCHEDSTUDMARK

Sample Error Message

TRUE_MRKINDIC_NEEDS_SCHEDSTUDMARK: The matching Staff Course Section record for 'LocalCourseCode - '575', and SectionCode-'575.01.Q4' has the MarkingIndicator flag set to true and requires a Scheduled Student Mark to be reported for the StateStudentId-'813010110174'

Explanation

This error is received when the MarkingIndicator is set to TRUE on the Staff Record that matches the Student Record cited in the error message, which indicates marks and credits (if credits are awarded) will be reported on the Student Record. This Student Record does not, however, include a set of marks and credits. This code is used for P-12 student file loads.

Suggestions

Using the information in the error message, find the Staff Record in your vendor system that matches the Student Record cited in the error message. Determine if the MarkingIndicator flag is accurately set to TRUE. If the MarkingIndicator flag is accurately set to TRUE, then review the student marks in your vendor system and determine why this student did not receive a mark and credit for the course. Or if the MarkingIndicator flag should be set to FALSE, do so and leave the Student Record without a mark and credit.

FALSE_MRKINDIC_NEEDSNULL_MARKINGTERM

Sample Error Message

FALSE_MRKINDIC_NEEDSNULL_MARKINGTERM: '005' SectionCode's MarkingIndicator flag is false and requires MarkingTerm to be removed for StateStudentId - '578000013586', LocalCourseCode - '1155', SectionCode - '005' and SiteNumber - '20'

Explanation

This error is received when the MarkingIndicator is set to FALSE on the Staff Record that matches the Student Record cited in the error message, which indicates marks and credits (if credits are awarded) will not be reported on the Student Record. The Student Record cited in the error message, however, has included marks and credits. This code is used for P-12 student files loads.

Suggestions

In your vendor system, find the Staff Record that matches the Student Record cited in the error message. You may also wish to review the Local Course Index entry for the course (LocalCourseCode) cited in the error message to consider if marks and credits are awarded in this course. Determine if the marks and credits reported in the Student Record should be included, and if they should, reset the MarkingIndicator on the Staff Record to TRUE. If no marks and credits should be reported, leave the MarkingIndicator set to FALSE and remove the mark and credit from the Student Record.

TRUE_MRKINDIC_NEEDS_MARKINGTERM

Sample Error Message

TRUE_MRKINDIC_NEEDS_MARKINGTERM: '003' SectionCode's MarkingIndicator flag is true and multiple ScheduledStudentMark records have been submitted, each ScheduledStudentMark record requires MarkingTerm for StateStudentId - '831000682790', LocalCourseCode - '2102B', SectionCode - '003' and SiteNumber - '20'.

Explanation

This error is received when the MarkingIndicator is set to TRUE on the Staff Record that matches the Student Record cited in the error message, which indicates that marks and credits (if credits are awarded) will be reported for students who completed this course. This Student Record, however, includes more than one set of marks and credits and does not have Marking Terms to specify when these multiple sets of marks and credits were awarded.

Suggestions

Using the information in the error message, find this Student Record in your vendor system and review the sets of marks and credits reported. Determine during which terms the marks and credits were awarded. If needed, contact your vendor to determine why the Marking Terms are missing.

FALSE_MRKINDIC_NEEDSNULL_SCHEDSTUDMARK

Sample Error Message

FALSE_MRKINDIC_NEEDSNULL_SCHEDSTUDMARK: '005' SectionCode's MarkingIndicator flag is false and requires ScheduledStudentMark to be removed for

StateStudentId - '834000893855', LocalCourseCode - '1155', SectionCode - '005' and SiteNumber - '20'

Explanation

This error is received when the MarkingIndicator is set to FALSE on the Staff Record that matches the Student Record cited in the error message. This indicates marks and credits (if credits are awarded) will not be reported for students who complete this course. This Student Record, however, includes a mark.

Suggestions

Use the information in the error message to find this Student Record in your vendor system. Review the Local Course Index entry for the local course (LocalCourseCode) and matching Staff Record. Determine if the MarkingIndicator flag is correctly set to FALSE. If it is, remove the mark and credit from the Student Record. If the student should, however, receive a mark and credit for this course, change the MarkingIndicator flag to TRUE.

Message Codes for College Information

NONLEVELDX_COLLCRED_INVALID

Sample Error Message

NONLEVELDX_COLLCRED_INVALID: LocalCourseCode-'060MUS343' is not level D or X and requires the CollegeCreditsEarned be removed for the StateStudentId '2752020002078', SectionCode-'01'

Explanation

This error is received when the local course (LocalCourseCode) cited in the error message is not indexed with a course level that allows reporting of CollegeCreditsEarned, and this Student Record includes CollegeCreditsEarned. Only a course level of D or X allows CollegeCreditsEarned to be reported for a local course.

Suggestions

Find this Student Record in your vendor system. Either remove the CollegeCreditsEarned, or change the course level for this local course (LocalCourseCode) in your district's Local Course Index to D or X, which will allow CollegeCreditsEarned to be reported.

INVALID_COLLCODE

Sample Error Message

INVALID_COLLCODE: '655256' CollegeCode is incorrect for StateStudentId - '578000000038'.

Explanation

This error is received when the College Code cited in the error message is invalid. Federal College Codes identify specific postsecondary institutions. The CollegeCode reported on this Student Record does not exist on the Federal College Code list.

Suggestions

Use the information in the error message to find this Student Record in your vendor system. Verify the correct CollegeCode for the postsecondary institution you wish to report. Commonly used Federal College Codes can be found in the How to Create a Local Course Index 9-12 on the public MCCC webpage or by accessing the federal college code list.

(<http://ifap.ed.gov/fedschcodelist/attachments/1314FedSchoolCodeList.pdf>).

Message Codes for File Folder Number (FFN)

FDRNUM

Sample Error Messages (Different messages will display based on coursework type.)

FDRNUM: The FileFolderNumber '0' is not a valid number in MDE Systems for StateStudentId-'682010131252', LocalCourseCode-'83425', SectionCode-'01' (Scheduled)

FDRNUM_IS: The FileFolderNumber '0' is not a valid number in MDE Systems for StateStudentId-'682010131252', LocalCourseCode-'83425' (Independent Study)

FDRNUM_PBL: The FileFolderNumber '0' is not a valid number in MDE Systems for `StateStudentId-'682010131252', StateCourseCode-'02121' (Project-Based Learning)

Explanation

This error is received when the File Folder Number cited in the error message is not found in the Minnesota Educator Licensing system. This error may also be received for Scheduled coursework if no matching Staff Record can be found. If there is no matching Staff Record, the File Folder Number cannot be found.

Suggestions

For Scheduled coursework make sure that a matching Staff Record exists. This can be done by running the Staff Section Report under the brown Reports tab on the district's MCCC webpage. Fixing all Course Section errors may also resolve this error.

For Independent Study and Project-Based Learning coursework records, verify that your vendor has the correct File Folder Number for the educator awarding the mark. If necessary, check with your district STAR coordinator to determine the correct FFN.

FFN_NOTFOUNDIN_COURSESECT

Sample Error Message

FFN_NOTFOUNDIN_COURSESECT: FileFolderNumber - '345674' is not found in the matching Staff Course Section record for StateStudentId-'47047140174', LocalCourseCode-'020Ag 1', SectionCode-'02', Term-'Q3'

Explanation

This error is received when the File Folder Number cited in the error message is not found on the Staff Record that matches this Student Record. This error is often received when there is no Staff Record that matches the Student Record.

Suggestions

Fix any Course Section errors first and this File Folder Number error may be resolved. If that is not the problem, make sure there is a Staff Record that matches the Student Record, including course and section. You can review Staff Records by running a Staff Section Report under the brown Reports tab on your district's MCCC webpage. If no matching Staff Record exists, the File Folder Number for this Student Record cannot be found. If a matching Staff Record does exist, check the File Folder Number(s) assigned to the Staff Record against the File Folder Number on the Student Record.

Early Education Student File Errors

EECOURSE_NEEDS_NULLMRK

Sample Error Message

EECOURSE_NEEDS_NULLMRK: 'CE010' StudentMarks are not allowed for EE courses for StateStudentId – '2176010130324', LocalCourseCode – 'CE010', SectionCode – '1', and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has K-12 Student Marks listed. For early education courses this field should be blank.

Suggestions

If the course is an early education course, a State Course Code greater than 80999, then Student Marks should be blank. If the course is a K-12 course then the State Course Code needs to be less than 81000.

INVALID_ASSESS_DATES

Sample Error Message

INVALID_ASSESS_DATES: '20150915' Assessment StartDate must be earlier than EndDate for StateStudentId – '279063853662' LocalCourseCode – 'CE010', SectionCode – '1' and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is a P-12 student record that has an assessment end date that is before the assessment start date.

Suggestions

Correct the start and end dates for the record in error. Start date must be before the end date.

INVALID_ASSESS_STARTDATE

Sample Error Message

INVALID_ASSESS_STARTDATE: '20150931' Assessment StartDate is not a valid date for StateStudentId – '279063853662' LocalCourseCode – 'CE010', SectionCode – '1' and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is a P-12 student record that has an assessment start date is not a valid calendar date.

Suggestions

Correct the start dates for the record in error. Start date must be a valid calendar date.

INVALID_ASSESS_ENDDATE

Sample Error Message

INVALID_ASSESS_ENDDATE: '20150931' Assessment EndDate is not a valid date for StateStudentId – '279063853662' LocalCourseCode – 'CE010', SectionCode – '1' and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is a P-12 student record that has an assessment end date is not a valid calendar date.

Suggestions

Correct the end date for the record in error. End date must be a valid calendar date.

INVALID_ASSESS_STANDARDCODE

Sample Error Message

INVALID_ASSESS_STANDARDCODE: '9.E3.10' Invalid Assessment Standard Code for StateStudentId – '2176011031324', StateCourseCode – '89098' and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is a P-12 student file that has an invalid standard code listed.

Suggestions

Refer to the list of valid standards codes in the document MCCC-Valid field values – V3 found on the public [MCCC webpage](#) under Schema 3 Implementation and enter a valid standards code. For early education use the EE Domain Level Standard Codes tab from the document. For K-12 use the Language Arts, Mathematics, Science, Social Studies, Arts and Physical Education Standard Codes tabs from the document. The standards that end in “.all” cannot be used in this field. Please use the individual standards only.

INVALID_ASSESS_TOOLCODE

Sample Error Message

INVALID_ASSESS_TOOLCODE: 'KRE' Invalid Assessment Tool Code for StateStudentId – '217631214324', StateCourseCode – '89098', and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and the Assessment Tool that was identified in not a valid Assessment tool from the master list.

Suggestions

Refer to the list of valid assessment tool codes in the document MCCC-Valid field values – V3 found on the public [MCCC webpage](#) under Schema 3 Implementation and enter a valid assessment tool code. You will find the list under the Assessment Tool Type tab in the document.

INVALID_ASSESS_IMPLCODE

Sample Error Message

INVALID_ASSESS_IMPLCODE: 'CBDS' Invalid Assessment Implementation Code for StateStudentId – '279063853662', LocalCourseCode – 'CE010', SectionCode – '1' and SiteNumber – '9'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and the Assessment Tool that was identified in not a valid Assessment tool from the master list.

Suggestions

Refer to the list of valid standards codes in the document MCCC-Valid field values – V3 found on the public [MCCC webpage](#) under Schema 3 Implementation and enter a valid assessment tool code. You will find the list under the Assessment Tool Type tab in the document.

INVALID_INSTAPPROACH

Sample Error Message

INVALID_INSTAPPROACH: 'xxx' EEInstructionalApproachCode is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Instructional Approach listed. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Instructional Approach in your vendor system for the course in error. The list of valid EE Instructional Approach codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Instructional Approach tab of the Excel spreadsheet for the complete list.

EECOURSE_NEEDS_EEINSTAPPROACH

Sample Error Message

EECOURSE_NEEDS_EEINSTAPPROACH: EEInstructionalApproachCode is required for EE courses for SectionCode - '01', LocalCourseCode - 'CE010' and SiteNumber - '40'

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and is missing the code for the Instructional Approach. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Instructional Approach in your vendor system for the course in error. The list of valid EE Instructional Approach codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Instructional Approach tab of the Excel spreadsheet for the complete list.

INVALID_INSTAPPROACHIMPL

Sample Error Message

INVALID_INSTAPPROACHIMPL: 'xxx' EEInstructionalApproach Implementation Code is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Instructional Approach Implementation Status code. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education Instructional Approach Implementation Status code in your vendor system for the course in error. The list of valid EE Implementation Status codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Implementation Status tab of the Excel spreadsheet for the complete list.

INVALID_SB_INITIATIVE

Sample Error Message

INVALID_SB_INITIATIVE: 'xxx' SiteBasedInitiativeCode is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Site-Based Initiative listed. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Site-Based Initiative code in your vendor system for the course in error. The list of valid EE Site-Based codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Site-Based-Initiatives tab of the Excel spreadsheet for the complete list.

EECOURSE_NEEDS_SBINITIATIVE

Sample Error Message

EECOURSE_NEEDS_SBINITIATIVE: SiteBasedInitiative is required for EE courses for SectionCode - '01', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and is missing the code for the Site-Based Initiative. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Site-Based Initiative code in your vendor system for the course in error. The list of valid EE Site-Based codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Site-Based-Initiatives tab of the Excel spreadsheet for the complete list.

INVALID_SB_INITIATIVEIMPL

Sample Error Message

INVALID_SB_INITIATIVEIMPL: 'xxx' SiteBasedInitiative Implementation Code is not valid for SectionCode - '005', LocalCourseCode - 'CE010' and SiteNumber - '40'.

Explanation

This error is received when the Local Course Code cited in the error message is an early education course and has an invalid Site-Based Initiative Implementation Status listed. This is a required field for all early education courses and cannot be left blank.

Suggestions

Enter a valid early education course Site-Based Initiative Implementation Status code in your vendor system for the course in error. The list of valid EE Implementation codes can be found on the [MCCC webpage](#) under Schema 3 Implementation using the document MCCC Valid Field Values V3. Open the EE Implementation Status tab of the Excel spreadsheet for the complete list.

PROJ_STATECOURSEINFO_CHECK_PBL

Sample Error Message

PROJ_STATECOURSEINFO_CHECK_PBL: '89003' StateCourseCode is not valid in a Project Based Learning record for StateStudentId – '217601030325', StateCourseCode - '89003' and SiteNumber – '9'.

Explanation

This error is received when the Project-Based Student Record cited in the error message is an early education and had a non-project-based state course code.

Suggestions

Correct the state course code in your vendor system for the record in error. The list of valid project-based EE state course codes can be found in the document MCCC Valid filed values-V3 on the [MCCC webpage](#) under Schema 3 Implementation. Refer to the ProjectStudentClassification tab in the document.

Message Codes for Student Identification

3002

Sample Error Message

3002: 'Student ID Matching Error' Student appears to be new to the ID System. There were no matches found using matching rules for StateStudentId-'704000012520'

Explanation

This error is received when the State Student ID System cannot find a student that matches the student identifier fields in the Student Record. The student cited in the error message does not appear to exist in the ID System.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the ID System to get a unique ID number. Enter the correct or new StateStudentID number in your vendor system.

3000

Sample Error Message

3000: 'Student ID Matching Error' Student match based on matching rules, but ID is different for StateStudentId-'150000097119'

Explanation

This error is received when the State Student ID System finds the student but has a different StateStudentID for the student it finds.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the ID System to get a unique StateStudentID number. Enter the correct or new StateStudentID number in your vendor system.

3005

Sample Error Message

3005: 'Student ID Matching Error' Student may already exist with a different ID based on similar sounding names, a range of birth dates and gender for StateStudentId-'8001002024220'

Explanation

This error is received when the State Student ID System can find the student but has a different ID number for the student it finds.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID number or add the student to the ID System to get a unique StateStudentID number. Enter the correct or new student StateStudentID number in your vendor system.

3004

Sample Error Message

3004: 'Student ID Matching Error' Student may already exist with a different ID based on exact match with last name and first name for StateStudentId-'891020000458'

Explanation

This error is received when the State Student ID System can find the student but has a different StateStudentID for the student it finds.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the ID System to get a unique StateStudentID number. Enter the correct or new StateStudentID number in your vendor system.

3001

Sample Error Message

3001: 'Student ID Matching Error' More than one ID found using matching rules for StateStudentId-'1000120522'

Explanation

This error is received when the State Student ID System finds more than one StateStudentID for the student defined by the student identifier fields, and the correct StateStudentID needs to be verified.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the ID System to get a unique StateStudentID number. Enter the correct or new StateStudentID number in your vendor system.

3003

Sample Error Message

3003: 'Student ID Matching Error' Student may already exist with a different ID based on initials, birth date and gender for StateStudentId-'879100029310'

Explanation

This error is received when the State Student ID System can find the student but has a different StateStudentID number for the student it finds.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the system to get a unique StateStudentID number. Enter the correct or new student StateStudentID number in your vendor system.

1001

Sample Error Message

1001: '79' State Student ID Invalid, must be a non-zero integer value > 0001000000000 for StateStudentId-'79'

Explanation

This error is received when the StateStudentID number reported on the Student Record is not valid due to zeros in the number. It may also be invalid because the value is too low.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the ID system to get a unique StateStudentID number. Enter the correct or new StateStudentID number in your vendor system.

3006

Sample Error Message

3006: 'Student ID Matching Error' This ID is already assigned to a different student for StateStudentId-'1000473843'

Explanation

This error is received when the StateStudentID number used to identify the student on the Student Record is already assigned to another student in the State Student ID System.

Suggestions

Ask your district MARSS coordinator to look for this student in the State Student ID System. Either determine the correct StateStudentID or add the student to the ID System to get a unique StateStudentID number. Enter the correct or new StateStudentID number in your vendor system.