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**CB00 COURSE-CONTROL-NUMBER**

<b>Processing Edits</b>	
FIELD CHECK	

**CB01 COURSE- DEPARTMENT -NUMBER**

<b>Processing Edits</b>	
FIELD CHECK	Greater than spaces with at least one alpha character.

**CB02 COURSE-TITLE**

<b>Processing Edits</b>	
FIELD CHECK	Greater than spaces with at least one alpha character.

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**CB03 COURSE-TOP-CODE**

<b>Processing Edits</b>	
FIELD CHECK	Must be one of the TOP codes provided by the Academic Affairs division of the Chancellor's Office.
INTEGRITY CHECK	<p>These checks are also in Noncredit Category (CB22).</p> <p>If CB22 = A (ESL), CB03 must = 4930.84 – 4930.87, 4931.00.</p> <p>If CB22 = B (Citizenship for Immigrants), CB03 must = 2201.20, 2205.00, 2207.00, or 4930.90.</p> <p>If CB22 = C (Elementary &amp; Secondary Basic Skills), CB03 must be one of the basic skills TOP code, except ESL, as specified in the TOP code manual and CB08 (COURSE-BASIC-SKILLS-STATUS) must = B.</p> <p>If CB22 = D (Health &amp; Safety), CB03 must = one of the following:  0835.10, 0835.70, 0835.80, 0837.00, 0899.00, 1299.00, 1306.00, 1306.99, 2104.00, 2104.40, 2104.50, 2105.30, 2133.00, or 2199.00.</p> <p>If CB22 = E (Courses for Persons with Substantial Disabilities),  CB03 must = any valid TOP code except those used for Basic Skills.</p> <p>If CB22 = F (Parenting) CB03 must = 1305.00 – 1305.90, or 1308.00</p> <p>If CB22 = G (Home Economics) CB03 must = 1301.00 – 1399.00.</p> <p>If CB22 = H (Courses for Older Adults) CB03 must = any valid TOP code except those used for basic skills.</p> <p>If CB22 = I (Short-term Vocational) CB03 must = any vocational TOP code except 4931.00 and the SAM Priority Code (CB09) must = A, B, C, or D.</p> <p>If CB22 = J (Workforce Preparation) CB03 must = one of the following:  4930.10 – 4930.13, 4930.71, 4930.72</p>

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**CB04 COURSE-CREDIT-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	D, C, or N
INTEGRITY CHECK	<p>If Course Transfer Status (CB05) is coded as "Transferable to both UC and CSU" or "Transferable to CSU only" (A or B), then this element must be coded as Credit - Degree Applicable (D").</p> <p>If Basic Skills Status (CB08) is coded as a Basic Skills course (B), then this element must be coded either "Credit - Not Degree Applicable" or "Noncredit" (C or N.)</p> <p>If Credit Status (CB04) is coded as "Non-Credit" (N), then Units of Credit Maximum (CB06) must be coded as zeros.</p> <p>If Credit Status (CB04) is coded as "Non-Credit" (N), then Classification Status (CB11) must = J, K, or L.</p> <p>If Noncredit Category (CB22) is not "Y" (Not Applicable, Credit course) then Credit Status (CB04) must be coded N (Noncredit).</p> <p>If this element is coded as D or C, Noncredit Category (CB22) must be coded "Y" (Not Applicable, Credit course.)</p> <p>If Credit Status (CB04) is coded "N", Noncredit Category (CB22) must not be "Y" (Not Applicable, Credit course.)</p>
REFERENTIAL CHECK	<p>There are three edits performed in this category:</p> <ol style="list-style-type: none"> <li>1. If SX04 is reported as A, B, C, D, F, P, or NP, the CB04 of the associated Course record MUST be coded as C or D.</li> <li>2. If SX04 is reported as "UG", then CB04 of the associated Course record MUST be coded as "N".</li> <li>3. If Course Credit Status is coded as non-credit (CB04=N) the Section Units Maximum MUST be coded as ZEROS.</li> <li>4. Units Minimum</li> </ol>

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**CB05 COURSE-TRANSFER-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	A, B, or C
INTEGRITY CHECK	<p>If this element is coded as "A" or "B" (Transferable to both UC and CSU) or (Transferable to CSU only), then Course Credit Status (CB04) must be coded as "D" (Credit - Degree Applicable.)</p> <p>If a course is coded as (N) for CB04, then CB05 must be coded as (C).</p>

**CB06 COURSE-UNITS-OF-CREDIT-MAXIMUM**

<b>Processing Edits</b>	
FIELD CHECK	Must be numeric
INTEGRITY CHECK	<p>Units of Credit Maximum (CB06) must be &gt; or = to Units of Credit Minimum (CB07.)</p> <p>If a course is coded as (C or D) in CB04 then CB06 may not be coded as (zero)</p> <p>If Course Credit Status (CB04) is coded as Noncredit (N), then this element must be coded as zeros.</p> <p>If Course Noncredit Category (CB22) is <b>not</b> coded 'Y' (Not Applicable, Credit course), Units of Credit Maximum (CB06) must be zero.</p>

**CB07 COURSE-UNITS-OF-CREDIT-MINIMUM**

<b>Processing Edits</b>	
FIELD CHECK	Must be numeric
INTEGRITY CHECK	If Course Credit Status (CB04) is coded as Noncredit (N), then this element must be coded as zeros.
	If a course is coded as (C or D) in CB04 then CB06 may not be coded as (zero)
	If Course Noncredit Category (CB22) is ne 'Y' (Not Applicable, Credit course), Units of Credit Minimum (CB07) must be zero.

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**CB08 COURSE-BASIC-SKILLS-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	N or B
INTEGRITY CHECK	If this element is coded as a Basic Skills course (B), then Course Credit Status (CB04) must be coded either "Credit - Not Degree Applicable" or "Noncredit" (C or N).

**CB09 COURSE-SAM-PRIORITY-CODE**

<b>Processing Edits</b>	
FIELD CHECK	A, B, C, D, or E
INTEGRITY CHECK	If CB22 (Course Noncredit Category) = I (Short-term Vocational: Includes programs with high employment potential), the Course TOP Code (CB03) must = any vocational TOP code except 4931.00 and this element (CB09) must be coded A, B, C, or D.

**CB10 COURSE-COOP-WORK-EXP-ED-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	N or C

**CB11 COURSE-CLASSIFICATION-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	Y, J, K, L
INTEGRITY CHECK	If Course Credit Status (CB04) is Noncredit (N), CB11 must be coded J, K, or L (Noncredit.)  If CB04 is C or D, CB11 = Y.

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**CB12 COURSE-REPEATABILITY**

<b>Processing Edits</b>	
FIELD CHECK	

**DELETED**

**CB13 COURSE-SPECIAL-CLASS-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	S or N

**CB14 COURSE-CAN-CODE**

<b>Processing Edits</b>	
FIELD CHECK	
INTEGRITY CHECK	

**CB15 COURSE-CAN-SEQ-CODE**

<b>Processing Edits</b>	
FIELD CHECK	
INTEGRITY CHECK	

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**CB16 COURSE-SAME-AS-DEPARTMENT-NUMBER1**

<b>Processing Edits – (DELETED)</b>	
FIELD CHECK	

**CB17 COURSE-SAME-AS-DEPARTMENT-NUMBER2**

<b>Processing Edits – (DELETED)</b>	
FIELD CHECK	

**CB18 COURSE-SAME-AS-DEPARTMENT-NUMBER3**

<b>Processing Edits – (DELETED)</b>	
FIELD CHECK	

**CB19 COURSE-CROSSWALK-CRS-DEPT-NAME**

<b>Processing Edits</b>	
FIELD CHECK	
INTEGRITY CHECK	

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**CB20 COURSE-CROSSWALK-CRS-NUMBER**

<b>Processing Edits</b>	
FIELD CHECK	
INTEGRITY CHECK	

**CB21 COURSE-PRIOR-TO-COLLEGE-LEVEL**

<b>Processing Edits</b>	
Only courses with a TOP code listed in the coding instructions can have a value of A through H. All other courses <b>must</b> have a value of Y.	
Except for courses with a TOP code of 4930.84, 4930.85, 4930.86, or 4930.87 transferable credit courses must have a code of Y.	
Noncredit courses with a TOP code listed in the coding instructions will have a code of Y if they are not basic skills.	
The rubrics for coding CB21 can be found at:  <a href="http://www.cccco.edu/ChancellorsOffice/Divisions/AcademicAffairs/CB21CoursePriortoTransferRubrics/tabid/1923/Default.aspx">http://www.cccco.edu/ChancellorsOffice/Divisions/AcademicAffairs/CB21CoursePriortoTransferRubrics/tabid/1923/Default.aspx</a>	
FIELD CHECK	A, B, C, D, E, F, G, H, or Y
INTEGRITY CHECK	Refer to the table of valid combinations of values for CB04, CB05, CB08, and CB21.



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**CB22 COURSE-NONCREDIT-CATEGORY**

<b>Processing Edits</b>	
No state apportionment shall be made for any course or class that is not set forth in CEC subdivision 84757 (a) and for which no credit is given.	
FIELD CHECKS	A, B, C, D, E, F, G, H, I, J, Y
INTEGRITY CHECKS	If CB22 is A-J: Course Credit Status (CB04) must = N (noncredit), Units of Credit Maximum (CB06) must = 0, Units of Credit Minimum (CB07) must = 0, Course Transfer Status (CB05) must = C (not transferable)
	If Credit Status (CB04) = D or C (credit status), Noncredit Category (CB22) must = Y (credit course)
	If Credit Status (CB04) = N (noncredit), Noncredit Category (CB22) cannot = Y (credit course)
	If CB22 = C, then Basic Skills Status (CB08) must = B (a basic skills course)
	If CB22 = (A,B,C,D, or F) then use the CB22 Lookup Table for valid TOP codes
	If CB22 = G, then the first two digits of Course Top Code (CB03) must be 13
	If CB22 = I or J, then Course Top Code (CB03) cannot = 493100
	If CB22 = A-J, Classification Status (CB11) must be J, K, or L
	If CB22 = I or J, then Course Top Code (CB03) must have TOP_VE_Status =*
	If CB22 = I, then SAM Priority Code (CB09) must be A, B, C, or D

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**CB22 COURSE-NONCREDIT-CATEGORY**

<b>Noncredit Eligibility Category [CEC, Title 3, § 84757]</b>	<b>CB22 Code</b>	<b>Valid TOP Codes</b>
<b>ESL [English as a Second Language]</b>	<b>A</b>	493084 493085 493086 493087 493100
<b>Immigrant Education [Citizenship/Civic Education]</b>	<b>B</b>	220120 220500 220700 493090
<b>Elementary &amp; Secondary Basic Skills</b>	<b>C</b>	150100 152000 170100 170200 493009 493014 493030 493031 493032 493033 493060 493062

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<b>CB22 Noncredit Eligibility Category</b>	<b>CB22 Code</b>	<b>Valid TOP Codes</b>
<b>Health &amp; Safety</b>	<b>D</b>	083510 083570 083580 083700 089900 129900 130600 130630 139900 210400 210440 210450 210530 213300 219900
<b>Substantial Disabilities</b>	<b>E</b>	<b>ANY TOP Code</b>
<b>Parenting</b>	<b>F</b>	130500-130590 130800
<b>Home Economics/Family &amp; Consumer Science</b>	<b>G</b>	130100-139900
<b>Older Adults</b>	<b>H</b>	<b>ANY TOP Code</b>
<b>Short-term Vocational Program/Career Technical</b>	<b>I</b>	<b>ANY VOCATIONAL TOP Code</b>
<b>Workforce Preparation</b>	<b>J</b>	<b>ANY VOCATIONAL TOP Code or</b> 493010 493011 493012 493013 493071 493072

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**CB23 FUNDING-AGENCY-CATEGORY**

<b>Processing Edits</b>	
<p>EDUCATION CODE - SECTION 88550</p> <p>88550. (a) The chancellor shall implement accountability measures that provide the Governor, Legislature, and general public with accountability measurements of the program that quantify both employer and student outcomes and seek to specifically isolate the impact of the EDNet Program on participants.</p> <p>(b) The chancellor shall submit a report to the Governor and Legislature on or about March 1 of each year. Sufficient information shall be provided in the report to ensure the understanding of the magnitude of expenditures, by type of expenditure, including those specified in Section 88525, disaggregated by industry cluster and region. The report shall also include the marketing efforts conducted, the type of services provided to colleges and employers, and the number of businesses, students, and employees served, and identify the benchmarks and indicators used to demonstrate the results achieved.</p>	
<p>EDUCATION CODE - SECTION 88525</p> <p>88525. The California Community Colleges Business Resource Assistance and Innovation Network Trust Fund is hereby established in the State Treasury as a special fund administered by the board of governors. The board of governors may solicit direct contributions for deposit in the fund from various nonstate public and private sources for the purpose of funding the California Community Colleges Economic and Workforce Development Program. Special funds in the trust shall be placed in a surplus money investment account to earn interest. Interest generated by funds deposited in this trust fund shall be reinvested in the fund, and may only be used to fund eligible projects and activities of the economic and workforce development program and related board of governors initiatives. Upon appropriation by the Legislature, the fund may be expended for purposes of administering grants and contracts for providing services, through the program, to public and private entities.</p>	
<p>Currently in AB 1800 Oropeza (2004-05 Budget)</p> <p>Budget Control Language</p> <p>(h) A primary objective of the Economic Development program is to maximize instruction, to prepare students for entry-level jobs, to increase skills of the current workforce, and to stimulate the growth of businesses through training so that more jobs are created. The chancellor shall submit an annual report to the Legislative Analyst, the budget and fiscal committees of the Legislature, and the Department of Finance, commencing March 1, 2003, and each March 1 annually thereafter, that includes the amount provided to each economic development regional center and each industry-driven regional education and training collaborative, and to the extent practicable, the total number of hours of contract education services, performance-based training, credit and noncredit instruction, and job placements created as a result of this program by each center and collaborative.</p>	
FIELD CHECK	A, B or Y

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**CB24 COURSE-PROGRAM-STATUS**

<b>Processing Edits</b>	
<p>EDUCATION CODE – § 70901 as amended by AB 1943 (Nava)</p> <p>70901. (b) (3) Conduct necessary systemwide research on community colleges and provide appropriate information services, including, but not limited to, definitions for the purpose of uniform reporting, collection, compilation, and analysis of data for effective planning and coordination, and dissemination of information.</p> <p>70901. (b) (5) (C) (10) Review and approve all educational programs offered by community college districts. The board of governors shall adopt regulations defining the conditions under which a community college district may offer, without the need for approval by the board of governors, a credit course that is not part of an approved educational program. Regulations adopted under this paragraph shall ensure that appropriate safeguards involving training and monitoring are in place, and shall ensure that the authority to offer credit courses that are not part of an approved educational program does not have the effect of permitting community college districts to operate educational programs without the approval of the board of governors.</p>	
<p>EDUCATION CODE – § 70902 as amended by AB 1943 (Nava)</p> <p>70902. (b) (2) (A) Establish policies for and approve credit courses of instruction and educational programs. The educational programs shall be submitted to the board of governors for approval. A credit course of instruction that is not offered in an approved educational program may be offered without the approval of the board of governors only under conditions authorized by regulations adopted by the board of governors.</p> <p>(B) The governing board shall establish policies for, and approve, individual courses that are offered in approved educational programs, without referral to the board of governors.</p>	
FIELD CHECK	1 or 2
QUALITY CHECK	If 100% of courses have a value of `1` or 100% of courses have a value of `2` <b>REJECT THE SUBMISSION.</b>

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**Course Data Elements**

DED#	DATA ELEMENT NAME	FORMAT
<b>CB25</b>	<b>COURSE-GENERAL-EDUCATION-STATUS</b>	<b>X(01)</b>
<p>This element indicates whether a course fulfills general education requirements for mathematics/quantitative reasoning or English composition in the context of transfer, degree, and certificate programs.</p>		

Coding	Meaning
A	<p>Course meets any of the following:</p> <p>CSU General Education Breadth Area A2: Written Communication            CSU General Education Breadth Area A3: Critical Thinking            UC IGETC Area 1A: English Composition            UC IGETC Area 1B: Critical Thinking-English Composition</p> <p><i>OR</i></p> <p>Course has a general education certification or articulation agreement that ensures the course fulfills English composition requirements at an accredited four-year institution</p> <p><i>OR</i></p> <p>Course fulfills local general education requirements for English Composition as outlined in Title 5 Section 55063</p>

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**Course Data Elements**

<b>Coding</b>	<b>Meaning</b>
B	<p>Course meets any of the following:</p> <p>CSU General Education Breadth Area B4: Mathematics/Quantitative Reasoning UC IGETC Area 2: Mathematical Concepts and Quantitative Reasoning</p> <p><i>OR</i></p> <p>Course has a general education certification or articulation agreement that ensures the course fulfills mathematics or quantitative reasoning requirements at an accredited four-year institution</p>
C	<p>Course is not transferrable to fulfill general education mathematics or quantitative reasoning at a four-year institution, but fulfills local general education requirements for Analytical Thinking or Mathematics Competency as outlined in Title 5 section 55063</p>
Y	Not Applicable

**CB25 COURSE-GENERAL-EDUCATION-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	A, B, C, Y
INTEGRITY CHECK	<p>If CB25 is coded as A or B, Course-Transfer-Status (CB05) must be coded as A or B</p> <p>If CB25 is coded as C, Course-Credit-Status (CB04) must be coded as D</p> <p>If Course-Prior-to-College-Level (CB21) is coded as two or more levels below transfer (B, C, D, E, F, G, or H), CB25 must be coded as Y</p>

**CB25 COURSE-GENERAL-EDUCATION-STATUS**

<b>Change History</b>
Implement: Summer 2019 term 195, 196.

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**Course Data Elements**

DED#	DATA ELEMENT NAME	FORMAT
<b>CB26</b>	<b>COURSE-SUPPORT-COURSE-STATUS</b>	<b>X(01)</b>
<p>This element indicates whether a course is associated with another degree-applicable course for the purpose of providing the support necessary to complete the associated course.</p>		

Coding	Meaning
S	Course is a support course
N	Course is not a support course

**CB26 COURSE-SUPPORT-COURSE-STATUS**

<b>Processing Edits</b>	
FIELD CHECK	S, N

**CB26 COURSE-SUPPORT-COURSE-STATUS**

<b>Change History</b>
Implement: Summer 2019 term 195, 196