

September 22, 2011

High School Longitudinal Study of  
2009 (HSL:09)  
College Update and Transcript Field  
Test (2012)

High School Transcript Component  
Data Elements  
Appendix 3

Request for OMB Review  
OMB# 1850-0852 v.10

Submitted by

National Center for Education Statistics  
U.S. Department of Education

## Course Catalog Data Elements

Course catalogs from HSLS:09 base year schools will be keyed and coded for the preparation of course offerings data to complement the transcript data files. The following information will be captured:

### School-level information

*Catalog type and year*

*Term system*

*Grading system*

*Credits equal to one Carnegie Unit* – The schools will be asked how many credits a student would earn for taking a course that meets every day, one period a day, and all school-year long.

*Credits required for each type of diploma*

### Course-level information

*Course name, school-assigned course number, course department name*

*State/district-assigned course number*

*Credits offered*

*Program type*

*Term(s) course offered*

*Restricted enrollment, if applicable*

*Grade level(s) to which course is offered*

*Classification of Secondary School Courses (CSSC)*

## Transcript Data Elements

Information about the transcripts to be supplied by schools and entered includes:

### Student-level information

*Sample member address*

*Participation in specialized programs*

*Date sample member left school – The graduation or final withdrawal date.*

*Reason sample member left school (graduated, transferred, etc.)*

*Type of diploma received*

*Cumulative grade point average*

*PSAT, SAT, ACT, AP, and/or SAT II test scores and date taken*

**Coursetaking histories**

*Course name and school-assigned course number*

*School year in which course was taken*

*Grade level at time course taken*

*School at which course taken*

*Term in which course taken*

*Number of credits received as reported on transcript*

*Raw course grade as reported on transcript*

*Standardized letter grade received*

*Classification of Secondary School Courses (CSSC) code*