

Supplemental Postsecondary Opportunities Coursework Review Window

The purpose of this supplemental window is to complement grades submitted via section enrollment with grades included in the Student Academic Record (SAR).

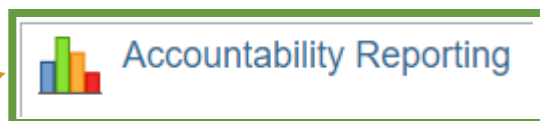
Data verified through the PO Coursework Review Window are used to calculate participation rates for the Postsecondary Opportunities indicator that will be displayed on the public dashboard at [Oklahoma School Report Cards \(oklaschools.com\)](https://oklaschools.com)

This window is only for 11th and 12th graders and focuses on:

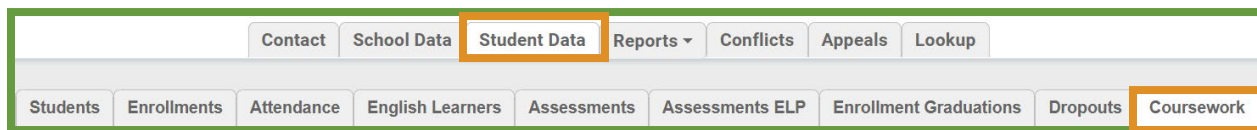
- 1) Making sure all required grades are displaying.
- 2) Ensuring students are getting credit for each postsecondary course if they meet criteria.


Confirm students received credit

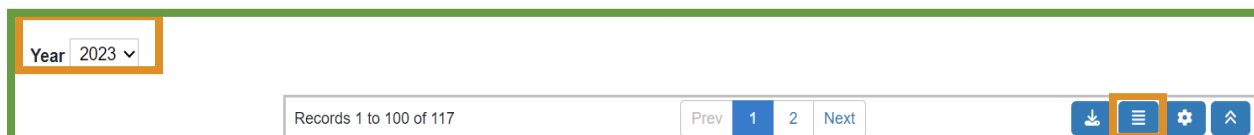
Begin by signing into Single Sign-On and going to Accountability Reporting



From Accountability Reporting, click on the Student Data tab; next, select the Coursework tab. If you are a district user, you will need to select a high school.



First, set the year to 2023, then click  to open the flat file. Note: the icon will turn blue when the file is ready to open. This may take several minutes.



A new table will display information related to all students' courses. This is where we confirm PS courses and PS credit eligibility. Use the drop-down button in the Grade Level column to review records for students in grades 11 or 12. Do the same for the PS Course column and filter to Y – this should show all PS courses for that grade level eligible for PS credit.

Grade Level	Local Course Code	Local Course Description	State Course Code	T1	T2	T3	T4	Course Credit	Term Span	Instruction Level	PS Course	PS Credit Eligible
11 - (X)	5213	AP PHYSICS I	5213		B			0.50	Semester	Advanced placement	Y - (14) X	N - (14) X
11	5213	AP PHYSICS I	5213		B			0.50	Semester	Advanced placement	Y	N

Grade Level	Local Course Code	Local Course Description	State Course Code	T1	T2	T3	T4	Course Credit	Term Span	Instruction Level	PS Course	PS Credit Eligible
12 - (X)	30751	EARLY CARE AND EDUCATION II	9489	A				3.00	Full school year	Accepted as a high ..	Y - (5) X	N - (5) X
12	30751	EARLY CARE AND EDUCATION II	9489	A				3.00	Full school year	Accepted as a high ..	Y	N
12	30751	EARLY CARE AND EDUCATION II	9489					3.00	Full school year	Accepted as a high ..	Y	N

The above shows two different displays of situations where the student is not getting credit because only 1 grade was sent in instead of 2 grades.

What should you do if you are not getting the required grade/credit?

Students will only get postsecondary credit when the minimum requirements have been met, as defined in the [PO Coursework Guidance Doc 06072023.pdf \(ok.gov\)](#). All corrections for SY2023 must be made in the SIS through the course, term, or course credit earned.

To do:

- Verify course code, grades, and instructional level are correct in your SIS and meet requirements. If a change is required, your vendor will submit it to the Wave via the Student Academic Record object.

The following chart serves as a brief reminder of the minimum requirements.

Instructional level	Term span	Number of grades expected
0575 (Advanced Placement) 0574 (International Baccalaureate) 0571 (General; for course code 4550 only)	Two semesters. One grade per semester. Any exceptions must be approved by Accountability.	Two grades expected per two semesters. In general, 2 GRADES (one for each semester).
For course codes (2790, 2791)	1 semester	1 grade
0576 (College Level)	1 semester	1 grade
0579 (Accepted as a high school equivalent) 9000+	2 semesters	Two grades expected per two semesters. In general, 2 GRADES (one for each semester)
0579 (Accepted as a high school equivalent) 8000+	1 semester	1 grade



- If your SIS is correct, minimum requirements are met, and you are still not getting credit, please submit a DVR for the records that should be receiving credit. Please note that in order to approve the DVR, you must send updates through the Student Academic Record object, which may require the correct version of your vendor's SIF agent. You will not be able to use the DVR to directly enter grades.

For assistance in submitting data to the WAVE for Student Academic Record, please contact studentdatainfo@sde.ok.gov. For all other assistance, please reach out to us at Accountability@sde.ok.gov.

