

Create Summer School Course Masters

02/06/2026 6:24 am EST

Course Master Setup

NCDPI has created some generic course codes for ELA, Math and Enrichment in Elementary and Middle School levels. The chart below lists the generic courses. are listed in the chart below. It is a PSU decision to use the courses below or use existing courses.

Grade Level	Course Number	Course Name
Elementary	99359Z0SSR	Summer School Reading (ELA)
Elementary	99359Z0SSM	Summer School Math (Math)
Elementary	99359Z0SSE	Summer School Enrichment (MISC)
Middle	99359Y0SSR	Summer School Reading (ELA)
Middle	99359Y0SSM	Summer School Math (Math)
Middle	99359Y0SSE	Summer School Enrichment (MISC)

Navigation: Grading & Standards > Course Masters > Add Course Master

General Course Maser Information

- Select **NC Course Catalog**.
- Select the above course code from the **State Code** dropdown. The required course number and name fields will be populated based on the selected state code.
- Check the **Active** checkbox.

General Course Master Information

Course Catalog: **(Required)**

NC Course Catalog

Number: **(Required)**

99359Y0SSM

Name: **(Required)**

Summer School Math (Math)

Active:



State Code:

99359Y0SSM: Summer School Math (Math)

State Code Name:

Summer School Math (Math)

NCES Code:

SCED Subject Area:

SCED Course Identifier:

Available Carnegie Unit Credit:

0.00

SCED Course Level:

SCED Sequence: (part n of m parts)

1

of

1

Scheduling

- Optional: Add terms, schedules, periods as desired.
- Enter **Max Students**.
- Select **Misc** as the Department.

Scheduling

Terms:

1

Schedules:

Periods:

Sections to Build:

Max Students:

20

Department:

Misc

Schedule Load Priority:

Preferred Room Type:

Allow Teacher Reqs/Recs:



Allow Student Requests:



Repeatable:



Required:



Advisory:



Homeroom:



Responsive:



When Cross-Site Enrollment is enabled, other schools participating in Cross-Site Enrollment can schedule students into this course. The Push Cross-Site data to courses and sections option must be selected when using the Push to Courses process in order for the Cross-Site Enrollment setting to be enabled on the Course and Section Information tools.

Cross-Site Enrollment:



Course Setup

- Transcript will show as **Yes** depending on the course selected.
- GPA Weight will show as **0 or 1** based on the course selected.
- If the course will have attendance marked, check the **Attendance** box.

Course Setup

Subject Type:

Transcript:

Yes

GPA Weight:

0

Bonus Points:

☐

Course-Only Curriculum:

☐

Attendance:

☐

Positive Attendance:

☐

Expected Hours:

Standards-Based:

☐

Hide Standards On Portal:

☐

External LMS Exclude:

☐

Activity:

State Defined (Data may already be applied based on course catalog)

- Select the appropriate Grade Level from the dropdown
 - **Z: Elementary School Grades I1-5**
 - **Y: Middle School Grades 6-8**
- Select **9: No academic level** from Academic Level dropdown.
- Select the appropriate **Delivery Mode**.
- Select **YL: Year Long** from the Term Type Override dropdown.
- Select **14: LOCS - Local Summer School** from the How Taken dropdown.
- Other fields listed in this section are optional as necessary.

State Defined

Type:

Grade Level:

Z: Elementary School Grades I1 - 5

College:

Academic Level:

9: No academic level

Online Learning:

UNC Minimum Requirements:

☐

Delivery Mode:

2: Classroom

Term Type Override:

YL: Year Long

Post Secondary Institution:

Instructional Provider:

How Taken:

14: LOCS - Local Summer School

- District Defined Elements and comments are optional.
- Click **Add** to add the course master.

District Defined

Your district has not created any District Defined fields for this tool.

Comments

Comments:

Add

Reset

