

Postsecondary Opportunities Coursework Review Window

The purpose of the Postsecondary Opportunity Coursework Review 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)

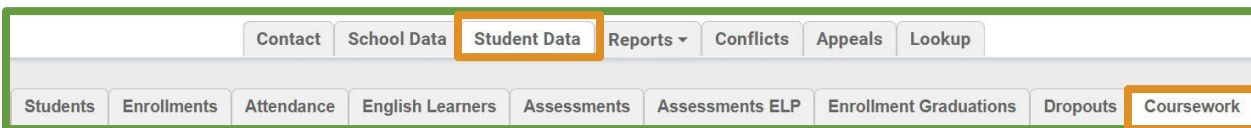
This window is only for 11th and 12th graders and focuses on:


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

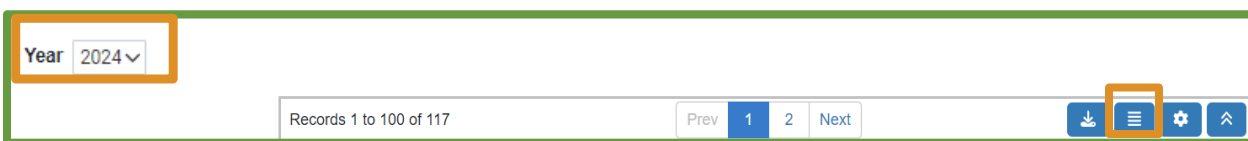
Confirming students received credit



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



First, ensure the year is set to the appropriate school year, 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 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											Y - (1... 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											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

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
											Y - (1... X	(blank)... X
12	9203	AP CALCULUS BC	4616	+DVR	+DVR			0.50	Semester	Advanced placement	Y	
11	17110	AP US HISTORY	5415	+DVR	+DVR			0.50	Semester	Advanced placement	Y	
11	17110	AP US HISTORY	5415	+DVR	+DVR			0.50	Semester	Advanced placement	Y	

The above shows three different displays of situations where the student is not getting credit because either only one grade was sent in instead of two grades or no grade was sent at all.

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 Document](#). All corrections for the applicable school year must be made in the SIS through the course, term, or course/section final grade before the Wave rolls over to the next school year.

To do:

- 1) Verify course code, grades, and instructional level are correct in your SIS and meet requirements. If a change is required, the Wave will receive updated Student Academic Record objects.

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

2) 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, your vendor may need to be able to send updates through the Student Academic Record object. You will not be able to use the DVR to directly enter grades.

To submit a DVR, click the “+DVR” button in the course and term in which a student earned a final term grade.

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	4550	SREB: Math Ready	4550	+DVR	+DVR	+DVR		2.00	Full school year	College level	Y	(blank) - X
12	4550	SREB: Math Ready	4550	+DVR	+DVR	+DVR		2.00	Full school year	College level	Y	
12	316575	AP Spanish Language	3165	+DVR	+DVR	+DVR		2.00	Full school year	Advanced placement	Y	
12	401075	AP English Literature and Compo...	4010	+DVR	+DVR	+DVR		2.00	Full school year	Advanced placement	Y	
12	554675	AP Government & Politics	5546	+DVR				1.00	Semester	Advanced placement	Y	
12	002000	Concurrent Enrollment	9999					0.00	Semester	College level	Y	
12	291076	CE Film Studies	2910	+DVR				1.00	Semester	College level	Y	

This will take you to the DVR creation screen where you send a brief message, select the student’s term letter grade, and submit supporting documentation such as the student’s transcript. Don’t forget to hit the submit button!

As a reminder, course grade corrections submitted via DVR will only be approved if the course grade exists in the student's academic record. Updates made in SAR after wave rollover may not be accepted.

To confirm grades in Student Academic Record, please contact studentdatainfo@sde.ok.gov. For all other assistance, please reach out to us at Accountability@sde.ok.gov.

