



NJ School Performance Reports: NJ SMART Course Roster Submission Guidance

Introduction

The NJ SMART Course Roster Submission collects student transcript data and creates a student-teacher link. The Course Roster Submission is officially collected once a year in NJ SMART during the End of Year Submission period. More information on the Course Roster Submission can be found on the NJ SMART [Resources & Trainings](#) page under Documents for Download.

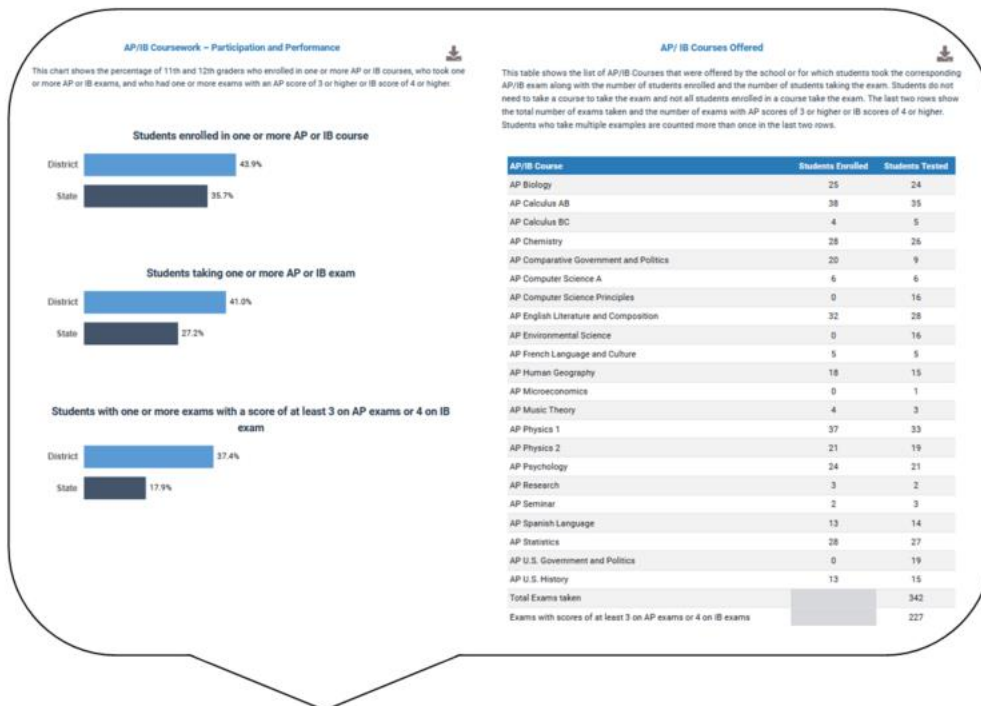
NJ School Performance Reports use NJ SMART Course Roster Submission data to identify whether students are taking advanced coursework, structured learning experiences, and to identify participation in courses by subject and discipline area.

What can I do to ensure accurate reporting of NJ SMART Course Roster data in the NJ School Performance Reports?

To minimize the reporting of inaccurate Course Roster data in NJ School Performance Reports, LEAs are encouraged to do the following:

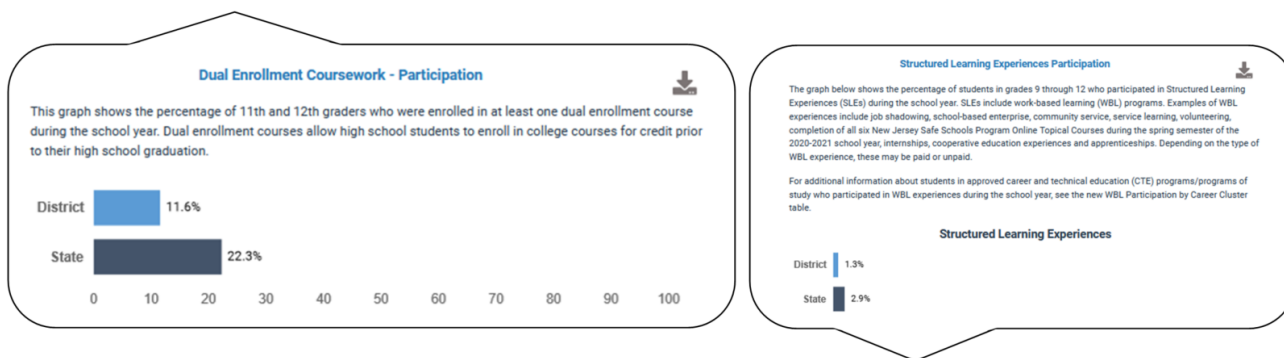
1. Review the [NJ School Performance Reports SCED Code Mapping](#) to identify the SCED codes that will be used for the 2023-2024 NJ School Performance Reports. Please note that this mapping document is a draft and minor changes or updates may be made prior to the release of the 2023-2024 NJ School Performance Reports.
2. Review the Updates tab in the [NJ SMART SCED Course Codes](#) document to check for updates to course codes and make changes as needed before certifying the 2023-2024 Official Course Roster Submission, as updates to the listing may have been made during the Practice Submission.
3. Prior to certifying the 2023-2024 Official Course Roster Submission, review Course Roster data to ensure all reported data is accurate. Please see the [Course Roster Verification Click by Click](#) for step-by-step instructions on how to verify data. LEAs must also:
 - a. Verify that student and staff identifying information (SID/SMID Number, First Name, Last Name, and Date of Birth) in the Course Roster Submission matches data submitted to other NJ SMART submissions, such as SID and SMID Management.
 - b. Ensure the appropriate SCED codes are submitted based on the content and type of courses offered in the LEA.
 - i. Secondary SCED Codes should be used for all courses that have available credit towards graduation, regardless of grade level. Prior-to-Secondary SCED codes should be used for courses that do not have available credit towards graduation.
 - ii. AP and IB courses are identified using the AP and IB specific SCED codes.
 - iii. Structured Learning Experiences are identified with a Secondary SCED code ending in 48 or 98.
 - iv. As a best practice, select SCED codes that best correspond to the content of the course instead of generic SCED codes. Example: Consider using codes for Integrated Math I, II, III, or IV instead of Integrated Math- multi-year equivalent.

Which tables in the NJ School Performance Reports use NJ SMART Course Roster data?




Unique AP/IB SCED codes collected during the Course Roster Submission are used to identify enrollment in the **AP/IB Coursework- Participation and Performance** and the **AP/IB Courses Offered** tables.

The **Dual Enrollment Coursework- Participation** table uses records submitted to NJ SMART with a Course Type value of “C” in the Course Roster Submission to identify College Level/ Dual Enrollment courses. Course Type of C should only be used if there is an existing articulation agreement between the high school and a college or university.



The **Structured Learning Experiences Participation** table uses Secondary SCED codes ending in 48 or 98 reported to the Course Roster Submission to determine participation.

SCED codes collected during the Course Roster Submission are used to identify courses by subject and discipline area for inclusion in the **Mathematics, Science, Social Studies and History, World Languages, Computer Science and Information Technology, and Visual Performing Arts Course Participation** tables. See the [NJ School Performance Reports SCED Code Mapping](#) document to see how SCED codes are mapped to subject areas.

Science - Course Participation 

This table shows the number of students who were enrolled in Science courses by grade and subject area. Students are counted more than once if they were enrolled in courses across multiple subject areas. The last two rows show the number of students enrolled in Advanced Placement (AP) or International Baccalaureate (IB) courses and Dual Enrollment courses by subject area. Subject areas where AP/IB courses are not offered are grayed out.

Grade	Biology	Chemistry	Earth and Space Science	Environmental Science	Physics	Other Science
9	270	2	0	1	5	0
10	16	261	0	0	12	0
11	7	43	0	48	199	9
12	24	1	0	12	47	62
Total	317	307	0	61	263	71
Enrolled in AP/IB Course	25	28	0	0	58	0
Enrolled in Dual Enrollment Course	0	0	0	0	0	0