REFERENCE FILE SPECIFICATIONS

Reference crosswalk state course code

Version 1.5.0

Generated 11/24/2026

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General Information

This document describes the data elements collected by the Nebraska Statewide Workforce & Educational Reporting System (NSWERS). Valid values and data validation rules that can be performed prior to data submission are listed where appropriate.

High-Level Data Collection Workflow

Scope

All students enrolled in courses (for credit AND/OR noncredit) at the institution for given academic year.

File Names

File Specification	*File Name*
Reference crosswalk state course code	#####_reference_crosswalkstatecoursecode_YYYY_##.

Where	Represents
#####	IPEDS Institution ID
YYYY	Academic Year Ending
##	Optional sequence Number

Data Element Names

The following syntax is used throughout this document when referencing data elements.

Format: *NSWERS Field Name [File Specification: Field Name (Field Number)] where:

- An asterisk (*) indicates the data element is a mandatory field. A non-blank or non-null value must be supplied in all mandatory fields for each record, or the data loading process will reject the record.
- NSWERS Field Name represents the name of the data element commonly used by the Nebraska Statewide Workforce & Educational Reporting System (NSWERS).
- File Specification indicates the formal name of the file specification.
- Field Name indicates the formal name of the field within the file specification.
- Field Number indicates the position of the field within the file specification.

Academic Year Ending

The academic year is understood as July 1 – June 30. Postsecondary data will

be organized by academic year using Academic Year Ending. For example, the Academic Year Ending field for 2020 – 2021 will simply read: “2021”.

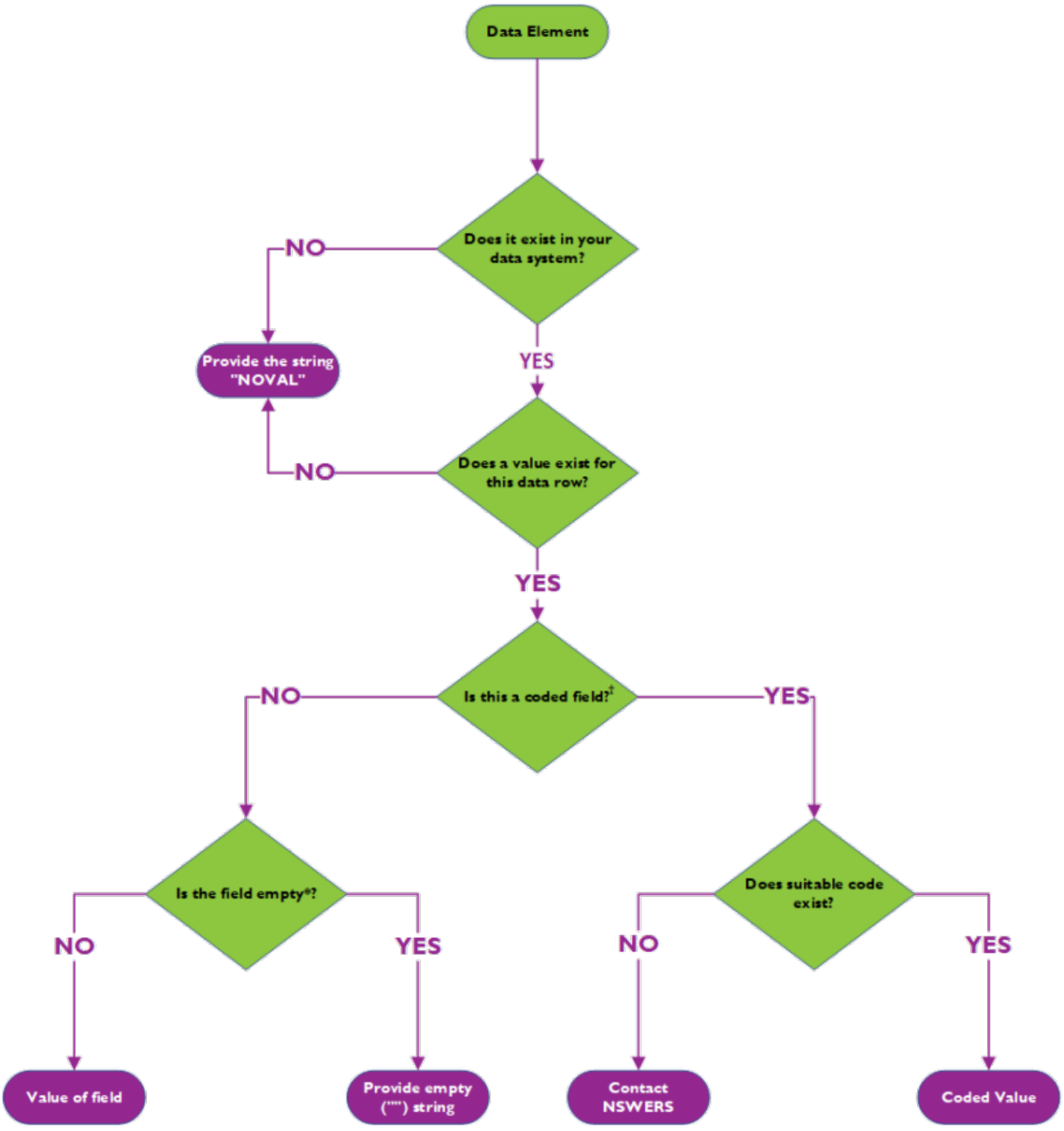
Notes of Importance

- Any values that contain a comma must be enclosed with quotes.
- Data fields should be ordered in the same sequence as identified in this document.

All files should be submitted in .csv format.

To maintain data privacy and security, and to preserve the informational chain of custody, NSWERS staff cannot edit original source data files. It is the responsibility of each data contributing partner to resolve errors discovered during data submission, validation, and certification processes. Corrected data files should be re-uploaded by partners into the NSWERS data system.

Decision Tree: Reporting for Nonmandatory Data Elements



†The field is represented by a code in the data specifications (e.g. gender, GED Status, etc)

*The field is blank or represented by a blank placeholder in your data system

Reference crosswalk state course code

Lookup of Nebraska state course codes with titles, descriptions and a dual-credit indicator, by school year.

Additional details can be found on our website at https://nswers.orgs/insights/data-dictionary-and-elements/

School Year Ending [Reference crosswalk state course code:school_year_ending (1)]

Four-digit school year ending for which the state course definition is valid.

Provide the literal school year ending in the format “YYYY”. The school year is understood as July 1 - June 30. For example, the value of the School Year Ending field for July 1, 2020 – June 30, 2021, would simply read: “2021”.

Format

yyyy

State Course Code [Reference crosswalk state course code:state_course_code (2)]

Six-digit Nebraska state course code used as the year-specific lookup key.

Format

######

State Course Code 2 [Reference crosswalk state course code:state_course_code_2 (3)]

Two-digit subject prefix derived from the leading two digits of state_course_code.

Format

##

Title [Reference crosswalk state course code:title (4)]

Full state course title associated with state_course_code for the specified school year.

Short Title [Reference crosswalk state course code:short_title (5)]

Abbreviated state course title used in compact displays.

Dual Credit [Reference crosswalk state course code:dual_credit

(6)]

Dual-credit classification for the state course. When populated, values follow the NSWERS Dual Credit Flag template.

Provide the code that indicates if the course section is associated with a dual credit program.

Code	*Description*
1	Dual Credit
2	Not Dual Credit

Description [Reference crosswalk state course code:description (7)]

Optional narrative course description from the state course reference source.

Reference crosswalk state course code

Key	*Position*	*Name*	*Type*	*Length*	*Format*
	1	School Year Ending	Date	4	yyyy
	2	State Course Code	String		######
	3	State Course Code 2	String		##
	4	Title	String		
	5	Short Title	String		
	6	Dual Credit	Integer	1	(one of set)
	7	Description	String		