

California Community Colleges
Management Information System
Data Element Dictionary

Student Success Data Elements

DED#	DATA ELEMENT NAME	FORMAT
SS09	STUDENT-CREDIT-EDUCATION-PLAN	X
This element indicates whether the student developed a credit education plan at the college in the term reported.		

Coding	Meaning
Type of Student Education Plan Developed During the Term	
A	Student developed an <i>abbreviated</i> credit education plan.
C	Student developed a <i>comprehensive</i> credit education plan.
B	Student developed an <i>abbreviated</i> and a <i>comprehensive</i> credit education plan.
Student Did Not Complete an Education Plan During the Term	
N	Student did not complete a credit education plan during the term.

1. An abbreviated education plan is one or two terms in length and is typically used for entering first time students, students on academic or progress probation, or students who have short term educational goals at the college that can be completed by taking 1-4 courses (short term CTE certificates, ESL, or basic skills). For the DSPS program, the Student Education Contract (SEC) may be used to meet the abbreviated education plan.
2. A comprehensive education plan is at least 2 terms in length and helps the student achieve their program of study. A comprehensive plan includes the student's declared program of study, all course requirements, placement assessments, and referrals for support and instructional services as appropriate and should reflect all terms necessary to achieve the student's declared program of study. Refer to Title 5 § 55524(b)(2) (see item 7 below) for additional details.
3. SS09 is intended to capture information on education plans as defined in Title 5, Section 55524. Once an abbreviated and/or a comprehensive education plan is developed, revisions are reported in SS11 (STUDENT-SUCCESS-OTHER-SERVICES).

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4. A student enrolled at the reporting college after an absence of:
six or more primary terms (semester schedule), or
nine or more primary terms (quarter schedule), or
the equivalent of 3 academic years,
may be considered a new student for the purpose of reporting the development of initial education plans.
5. Please refer to the SSSP Program Handbook: Program Components, Reporting Requirements, and Funding Guidelines chapters, for additional detail on the relationship of this data element to funding and reporting. Services reported for funding must be documented (electronically or otherwise) in a way that is auditable.
6. Student Education Plans completed through other programs, such as DSPS, EOPS/CARE, CalWORKs, and others may be included for reporting purposes.
7. **Title 5 § 55524. Student Education Plan.**
 - (a) Each district or college shall establish a process that takes into consideration the student services and instructional resources available for assisting students to select an education goal and course of study within a reasonable time after admission as required by Section 55530 (d). This shall include, but not be limited to, the provision of counseling as required by Section 55523.
 - (b) Districts or colleges shall provide students with an opportunity to develop student education plans that are either:
 - (1) Abbreviated. Abbreviated student education plans are one to two terms in length designed to meet the immediate needs of students for whom a comprehensive plan is not appropriate; or
 - (2) Comprehensive. Comprehensive student education plans take into account a student's interests, skills, career and education goals, major, potential transfer institutions, and the steps the student needs to take on their educational path to complete their identified course of study. The comprehensive plan helps the student achieve their course of study. The comprehensive plan includes, but is not limited to, addressing the education goal and course of study requirements, such as the requirements for the major, transfer, certificate, program, applicable course prerequisites or co-requisites, the need for basic skills, assessment for placement results, and the need for referral to other support and instructional services as appropriate. The comprehensive student education plan is tailored to meet the individual needs and interests of the student and may include other elements to satisfy participation requirements for programs such as EOPS, DSPS, CalWORKs, veterans education benefits, athletics, and others.
 - (c) Once a continuing nonexempt student has selected an education goal and course of study, the district shall make a reasonable effort to afford the student the opportunity to develop a comprehensive student education plan describing the responsibilities of the student, the requirements he or she must meet, and the courses, programs, and services required and available to achieve the stated goal.

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Processing Edits	
FIELD CHECK	A, B, C or N
INTEGRITY CHECK	If SS09 = 'B' or 'C' then SS02 (Credit Course of Study) cannot = '000000' (not identified).

SS09 STUDENT-CREDIT-EDUCATION-PLAN

Change History
Revised: Summer 2025 updated notes regarding comprehensive education plans
4/7/2014 Added 'B Student developed an <i>abbreviated</i> and a <i>comprehensive</i> credit education plan.' Added 'B or' to integrity check.
Optional for Academic Year 2013-14. Mandatory starting Summer 2014.