



DYNAMIC DATE SESSION CODES

BACKGROUND

PeopleSoft Campus Solutions uses Session Codes to define dates for a class section.

RULES TO REMEMBER

There **MUST** be **AT LEAST 3 Instructional Days** (possibility to teach for 3 days) for a week to count as 1 week.

Example 1: Start Date = 03/01/2024 and End Date = 04/20/2024; Number of Weeks = 6 Weeks (week in orange does not count).

Spring 2024

January							February							March							April							May							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6					1	2	3						1	2	0	1	2	3	4	5	6	4				1	2	3	4
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	1	8	9	10	11	12	13	5	6	7	8	9	10	11	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	2	15	16	17	18	19	20	6	13	14	15	16	17	18	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	3	22	23	24	25	26	27	2	19	20	21	22	23	24	25
28	29	30	31				25	26	27	28	29			24/31	25	26	27	28	29	30	28	29	30					7	26	27	28	29	30	31	

Example 2: Start Date = 03/04/2024 and End Date = 04/30/2024; Number of Weeks = 7 Weeks (week in orange does not count).

Spring 2024

January							February							March							April							May							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6					1	2	3						1	2	0	1	2	3	4	5	6	4				1	2	3	4
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	1	8	9	10	11	12	13	5	6	7	8	9	10	11	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	2	15	16	17	18	19	20	6	13	14	15	16	17	18	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	3	22	23	24	25	26	27	7	20	21	22	23	24	25	
28	29	30	31				25	26	27	28	29			24/31	25	26	27	28	29	30	28	29	30					0	27	28	29	30	31		

Section is scheduled for: Then:

5 Weeks or Less

The class section MUST Start and End on the ACTUAL Class Start and End dates.

6 Weeks or More

The class section Start date MUST be on a Monday and the End date MUST be on a Saturday.



SET DATE SESSION CODES

 **Do not override the class Start Date or End Date for session codes listed below** 

SESSION CODE	DESCRIPTION	No. Weeks	START DATE	END DATE
1	Regular Academic Session	16	01/29/2024	05/25/2024
18W	18WK - Eighteen Weeks	18	01/16/2024	05/25/2024
14W	14WK - Fourteen Weeks	14	01/29/2024	05/11/2024
14E	14WE - Fourteen Weeks	14	02/12/2024	05/25/2024
12W	12WK - Twelve Weeks	12	02/12/2024	05/11/2024
12E	12WE - Twelve Weeks	12	02/26/2024	05/25/2024
9W2	9WK2 - Nine Weeks	9	03/18/2024	05/25/2024
8W1	8WK1 - Eight Weeks	8	01/29/2024	03/23/2024
8W2	8WK2 - Eight Weeks	8	04/01/2024	05/25/2024
IN4	Primary Intersession 4 Weeks	4	01/02/2024	01/24/2024

DYNAMIC DATE SESSION CODES

Override the class Start Date and End Date for the session codes listed below.

SESSION CODE	DESCRIPTION	No. Weeks	START DATE	END DATE
HS3	High School 3 Weeks or Less	TBD	01/02/2024	05/25/2024
<p>Note: This session code is used for high school classes scheduled for 3 weeks or less. Classes with this session code must be coded with the San Diego Unified School District (SDUST) Holiday Calendar and SFINs of HIGH, AXXX, HXXX, and RXXX.</p> <p>Class sections with a session code = HS3 will have a START date on the ACTUAL class Start date and an END date on the ACTUAL class End date.</p>				
HSS	High School Session	TBD	01/02/2024	05/25/2024
<p>Note: This session code is used for ALL high school classes. Classes with this session code must be coded with the San Diego Unified School District (SDUST) Holiday Calendar and SFINs of HIGH, AXXX, HXXX, and RXXX.</p>				
TUT	Tutoring	TBD	01/29/2024	05/25/2024
<p>Note: This session code is used for ALL tutoring class sections (Catalog Number is equal to 44A-D). If using the attendance tracking system, add the Course Attribute, TRKI = YES.</p>				
OEO	OEOE- Open Entry/Open Exit	TBD	01/02/2024	05/25/2024
<p>Note: This session code is used for ALL Open-Entry/Open Exit class sections. OE/OE classes scheduled with Primary Session Class Start and End Dates must be compiled into a list and sent to District Student Services (Eli Manalastas and Margarita Murray) for extended Add Deadlines. All Open-Entry/Open-Exit courses must have a TRKI Course Attribute.</p>				
DY3	Dyn Classes 3 Weeks or Less	TBD	01/02/2024	05/25/2024
<p>Note: This session code is used for class sections scheduled for 3 weeks or less.</p> <p>Class sections with a session code = DY3 will have a START date on the ACTUAL class Start date and an END date on the ACTUAL class End date.</p>				



SESSION CODE	DESCRIPTION	No. Weeks	START DATE	END DATE
DYN	Dynamically Dated Session	TBD	01/02/2024	05/25/2024
<p>Note: Class sections with a session code = DYN that are scheduled for 5 weeks or less will have a START date on the ACTUAL class Start date and an END date on the ACTUAL class End date.</p> <p>Class sections with a session code = DYN that are scheduled for 6 weeks or more will have a START date on a Monday and an END date on a Saturday.</p>				
LNG	Dyn Classes 18 Weeks or Longer	TBD	01/02/2024	05/25/2024
<p>Note: This session code is used for class sections scheduled for 18 weeks or more, long sessions (For example: Miramar Public Safety Academy and In-Service classes).</p> <p>Class sections with a session code = LNG will have a START date on a Monday and an END date on a Saturday.</p>				
IN3	Intersession 3 Weeks or Less	TBD	01/02/2024	01/31/2024
<p>Note: This session code is used for class sections scheduled for 3 weeks or less during intersession ONLY.</p> <p>Class Sections with a session code = IN3 will have a START date on the ACTUAL class start date and will END on the ACTUAL class end date.</p>				
IND	Intersession Dynamically Dated	TBD	01/02/2024	01/31/2024
<p>Note: This session code is used for any intersession class section that is scheduled for greater than 3 weeks and does not conform to the standard start and end dates of the IN4 session code.</p> <p>Class Sections with a session code = IND that are scheduled for 5 weeks or less will have a START date on the ACTUAL class start date and will END on the ACTUAL class end date.</p>				