CODING BRIEF

CORRECTIONS EDUCATION

On July 1, 2002, the State Board for Community & Technical Colleges (SBCTC) entered into an Interagency Agreement with the Washington State Department of Corrections to provide educational services to eligible offenders incarcerated in the state's 15 prisons. The SBCTC had sub-agreements with nine community colleges, which operate programs within the confines of each prison facility. Three prisons have closed since 2002, so SBCTC currently has agreements with eight colleges and 12 prisons.

As educational opportunities have expanded for correctional students, additional coding is needed to track classes funded by the Department of Corrections and other funding sources. Beginning FY2021-22, SBCTC is implementing the following additional coding for Corrections Education classes.

New Instructions (effective Summer 2021)

Legacy Coding

Students should be coded with a Student FEE PAY STATUS that designates their DOC site (see table below) on their biographical record on screen SM2001.

Fee Pay Status	Site	Fee Pay Status	Site
PA	Olympic Corrections Center	PK	Washington State Penitentiary
PB	Clallam Bay	PL	Coyote Ridge
PC	Stafford Creek	PM	Ahtanum View Corr. Complex (closed)
PD	Cedar Creek	PN	Washington Corrections Ctr for Women
PE	Tacoma Pre-Release Center	PO	Mission Creek Corrections Center
PF	McNeil Island (closed)	PP	Special Offender Program
PG	Washington Corrections Center	PQ	Twin Rivers Correction Center
PH	Larch Mountain	PR	Minimum Security Unit
PI	Pine Lodge (closed)	PS	Washington State Reformatory
PJ	Airway Heights		

Classes must be coded with the following based on the type of class, and each type of class must have a separate section:

Type of Class	Fund Source	Class FPS
Regular DOC Classes	4	99
DOC classes Financial Aid or Privately Funded	5	99
Intensive Management, Skill Building, or Special Offender Units (IMU, SBU, or SOU)	4	PZ (new)
Enhanced I-BEST	4	42

CONTACT INFORMATION

Data Services
e: dataservices@sbctc.edu

PeopleSoft Coding

Students enrolled in classes with at a DOC LOCATION code will be identified by the STUDENT GROUP "SDOC". The student's DOC ID number should be entered as an External System ID. Please use the *Entering an External System ID – DOC Quick Reference Guide (QRG)* for directions on how to enter this information.

Classes must be coded with the following based on the type of class, and each type of class must have a separate section:

Type of Class	SFND Value	Additional Class Attribute
Regular DOC Classes	4	
DOC classes Financial Aid or Privately Funded	5	
Intensive Management, Skill Building, or Special Offender Units (IMU, SBU, or SOU)	4	"SCOR" with value SIMU, SSBU, or SSOU
Enhanced I-BEST	4	"SBST" with value DEVELOPMTL or BASICSKILL

Implementation and Timelines

This new coding will be implemented summer quarter 2021.

COMMUNITY AND TECHNICAL COLLEGES
Washington State Board

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