NWESD Dual Enrollment Data Style Guide

| **Column** | **Rules** | **Example** |
| --- | --- | --- |
| College | No Abbreviations / Always end in “College” unless otherwise specified | Skagit Valley College |
| College Course | All caps subject, followed by an empty space before number | ENGL 101  MATH 151 |
| High School | No Abbreviations / Always end in “High School” unless otherwise specified (not HS) | Mount Vernon High School |
| Academic Years | No Abbreviations / Hyphen between years | 2025-2026 |
| HS / College Course Description | Brief blurb about course, no more than a few sentences | Covers the basics of computer systems and applications, including hardware, software, and fundamental digital literacy skills required for academic and professional success. |

*In order to upload data, column headers must match the format which is defined in the backend code.*

**Column Header Formatting:**

* Career Cluster
* School District
* High School
* HS Course Name
* HS Course Credits
* HS Course Description
* Type of Credit
* HS Course CIP Code
* College
* College Course
* College Course Name
* College Credits
* College Course Description
* Applicable College Program
* College Course CIP Code
* Academic Years
* Status of Articulation
* Articulation
* High School Teacher Name
* Consortium Name