



Glossary of Error Messages

Grade File Upload Errors

OCAS

October 2025

Grade File Upload Errors

For every transmission file sent, OCAS produces a report reflecting the processing of that transmission's file contents. The File Upload Report is an online report available through the Partner Portal on www.ocas.ca. Partial processing occurs and valid data is processed, while invalid data is rejected and highlighted on the report.

The following list displays various error messages that may be contained in the File Upload Report. It is the school's responsibility to correct all errors in their data file and resubmit the data or correct the errors through the Partner Portal. The File Upload Report also includes the student's name, student number, and course impacted. When an entire file is processed without error, the File Upload Report will display the transmission details and a message 'No errors found in data'.

Error Message	Explanation of Message
Invalid course code not in the new curriculum.	<p>Your data file contains an invalid course code (i.e., spaces) or a course code not found in the OCAS database. This course CANNOT be forwarded to the colleges.</p> <p>OCAS provides a list of valid course codes on the High School Partners resources page at ocas.ca. Please forward to OCAS a copy of the Ministry course approval for locally developed courses to have a course added to the OCAS database.</p>
Duplicate course and completion date.	<p>Your data file contains a duplicate course and completion date for the course indicated. (There might be an Insert and a Delete in the same file).</p> <p>The Course Code PLUS the Completion Date and Course Delivery are used to determine a unique course.</p> <p>OCAS cannot process duplicate records, therefore, the course and/or updates to the course CANNOT be forwarded to the colleges.</p>
Invalid completion date.	<p>Your data file contains an invalid completion date for the course indicated. The course completion date must be numeric and must not exceed the current academic year (i.e., end of August).</p>



Error Message	Explanation of Message
Invalid credit value.	Your data file contains an invalid credit value for the course indicated. Credit values must be numeric and greater than 0.1. Non-credit courses (i.e., K courses) must have a credit value of zero.
Credit value must be zero for course with failing mark.	Your data file contains an invalid credit value for the course indicated. A failing grade was reported therefore the credit value must be zero.
Credit value must be zero for Repeat or Withdrawn course.	Your data file contains an invalid credit value for the Repeated / Withdrawn course indicated. The credit value must be zero.
Repeat or Withdrawn course must have credit value of zero and Grade Type of F (Final).	Your data file contains an invalid grade type for the Repeated / Withdrawn course indicated. The credit value must be zero and the grade type indicator of F (Final) must be reported.
Invalid or missing course language code. Expected: E (English), F (French).	Your data file contains an invalid or blank course language code for the course indicated.
Grade Type must be F (Final) for equivalent credits.	Your data file contains an invalid Grade Type for the equivalent credits indicated. Only F (Final) is valid when equivalency credits are reported.
Numeric grade cannot exceed 100%.	Your data file contains a grade greater than 100% for the course indicated. Numeric grades must be 100% or less.
Midterm grade expected for this course.	Your data file contains a blank midterm grade for the course indicated. A numeric grade (not zero) or N/A must be reported.
Midterm grade must be N/A, not zero if unavailable. Grade of zero will be passed to the colleges.	Your data file contains a midterm grade of zero for the course indicated. N/A is the appropriate value when a grade is not available.
Final grade expected for this course.	Your data file contains a blank final grade for the course indicated. A numeric grade, EQV, or ALT must be reported.



Error Message	Explanation of Message
Final grade for this course has already been reported. Cannot be replaced with a midterm grade.	Your data file contains an invalid credit value for the Repeated / Withdrawn course indicated. The credit value must be zero.
Course status of “?” is invalid. Acceptable values are R (Repeat), W (Withdrawn), D (Deleted) or X (Not Applicable).	Your data file contains an invalid value in the course status for the course indicated.
Course Delivery of “?” is invalid. Acceptable values are D (Day), N (Night), S (Summer), C (Correspondence) or O (Other).	Your data file contains an invalid value in the course delivery for the course indicated.
Course Type of “I” is invalid. Must be R for in-school Co-op or O for out-of-school Co-op course.	Your data file contains an invalid value in the course type for the course indicated.
Invalid Grade Type. Must be P (Projected), C (Current), M (Midterm) or F (Final).	Your data file contains an invalid value in the grade type for the course indicated.
Grade Type of C (Current) reported; student is currently enrolled. Course completion date must be a future date.	Your data file contains a grade type for the course indicated that is inconsistent with the course completion date.
Grade Type of P (Projected) reported; student will be enrolled. Course completion date must be a future date.	Your data file contains a grade type for the course indicated that is inconsistent with the course completion date.
Grade Type of M (Midterm) reported; midterm mark achieved. Grade must be numeric or N/A, not blank.	Your data file contains a grade type of M (Midterm) for the course indicated. A numeric grade (not zero) or N/A must be reported, not blank.
Grade Type of F (Final) reported; final grade achieved. Course completion date cannot be a future date.	Your data file contains a grade type of F (Final) for the course indicated. A final grade cannot be reported before the completion date of the course.
Invalid value in Note field.	Your data file contains an invalid entry in the note field for the course indicated. Acceptable values are a space, S, M, I, F, C, A, H, X, B.



Error Message	Explanation of Message
Invalid course note 'T' for dual credit course code.	Your data file contains an invalid entry in the note field for the dual credit course indicated. (Dual credit course code ending with '4T' or '4Y'.)
Invalid OSSD Issue Date. The correct format is YYYYMM.	Your data file contains an invalid OSSD issue date for the student indicated. The correct date format is YYYYMM. If the student has NOT yet graduated the OSSD issue date must be all zeros (i.e., not blank).
This transmission attempts to overwrite an existing valid OSSD issue date with an invalid date. The date remains '#####'.	Your data file contains an invalid OSSD issue date for the student indicated. A valid OSSD issue date has already been recorded. The valid issue date will not be replaced by the invalid issue date.
This transmission attempts to overwrite an existing valid OSSD issue date with zeros. The date remains '#####'.	Your data file contains an OSSD issue date of zero for the student indicated. A valid OSSD issue date has already been recorded. The valid issue date will not be replaced with zero.
Invalid OSSC Issue Date. The correct format is YYYYMM.	Your data file contains an invalid OSSC issue date for the student indicated. The correct date format is YYYYMM. If the student has NOT yet graduated the OSSC issue date must be all zeros (i.e., not blank).
This transmission attempts to overwrite an existing valid OSSC issue date with an invalid date. The date remains '#####'.	Your data file contains an invalid OSSC issue date for the student indicated. A valid OSSC issue date has already been recorded. The valid issue date will not be replaced by the invalid issue date.
This transmission attempts to overwrite an existing valid OSSC issue date with zeros. The date remains '#####'.	Your data file contains an OSSC issue date of zero for the student indicated. A valid OSSC issue date has already been recorded. The valid issue date will not be replaced with zero.



Error Message	Explanation of Message
<p>S1 Error - Invalid S1 Length</p>	<p>The S1 entry must be 315 characters long.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid BSID Number</p>	<p>The Ministry of Education assigned a 6-digit BSID number for the school. The BSID number was entered incorrectly.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid Student Number</p>	<p>The student number is a unique number for the secondary school or board. It must be > zero, with a maximum of 12 digits.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid Legal Surname Length</p>	<p>The full legal surname of the applicant or student must be 30 characters long.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid First Name Length</p>	<p>The legal first name of the applicant or student must be 15 characters long.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>



Error Message	Explanation of Message
<p>S1 Error - Invalid DOB</p>	<p>The date of birth of the applicant or student must be 8 characters long, in the YYYYMMDD format.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid Grad Status Code</p>	<p>This code identifies the graduate status of the applicant or student. Valid entries:</p> <ul style="list-style-type: none"> 0 = Not known. 1 = OSSD already achieved under OS:IS. 2 = Will achieve OSSD under OS:IS by the start of September of the current academic year. 3 = No the student has not already achieved their OSSD, and No the student will not achieve their OSSD by the start of September of the current academic year. 4 = OSSD already achieved under OSS. 5 = Will achieve OSSD under OSS by the start of September of the current academic year. 6 = No the student has not already achieved their OSSC, and No the student will not achieve their OSSC by the start of September of the current academic year. 7 = OSSC already achieved under OSS. 8 = Will achieve OSSC under OSS by the start of September of the current academic year. <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>



Error Message	Explanation of Message
<p>S1 Error - Invalid OSSD Issue Date</p>	<p>The date that the applicant or student graduated with their OSSD must be 6 characters long, in the YYYYMM format.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid Community Inv. Code</p>	<p>The Community Involvement code must be a single numeric value.</p> <p>Valid Entries:</p> <ul style="list-style-type: none"> 0 = Not Reported 1 = Yes 2 = No 3 = N/A <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid SS Literacy Code</p>	<p>The SS Literacy Requirement code must be a single alphanumeric value.</p> <p>Valid Entries:</p> <ul style="list-style-type: none"> A space = Not completed E = English F = French B = Both X = Not applicable (N/A) N = Not Reported <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>



Error Message	Explanation of Message
<p>S1 Error - Invalid OSSC Issue Date</p>	<p>The date that the applicant or student achieved their OSSC must be 6 characters long, in the YYYYMM format.</p> <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>
<p>S1 Error - Invalid OEN. Student record not processed</p>	<p>The OEN must be 9 digits , with a value of 060000000 and higher.</p>
<p>S1 Error - Invalid SHSM Completion Code</p>	<p>The SHSM Completion Code must be an UPPERCASE alphanumeric value.</p> <p>Valid Entries:</p> <ul style="list-style-type: none"> A space = Not reported Y = Yes N = No <p>The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.</p>



Error Message

Explanation of Message

S1 Error - Invalid SHSM Program Code

The SHSM Program code must be 3 UPPERCASE alphanumeric characters.

Valid Entries:

- AGC - Agriculture
- ART - Arts and Culture
- AVA - Aviation & Aerospace
- BSN - Business
- CSE - Community Safety and Emergency Services
- CTR - Construction
- ENG - Energy
- ENV - Environment
- FPR - Food Processing
- FRT - Forestry
- HCL - Horticulture and Landscaping
- HLW - Health and Wellness
- HST - Hospitality and Tourism
- ICT - Information and Communications Technology
- MNF - Manufacturing
- MNG - Mining
- NPR - Non-profit
- SPT - Sports
- TRS - Transportation

The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.



Error Message

Explanation of Message

S1 Error – Invalid Province Code

Province Code for mailing address in Canada. The Province Code must be an UPPERCASE alphanumeric value.

Valid entries:

AB = Alberta
BC = British Columbia
MB = Manitoba
NB = New Brunswick
NL = Newfoundland and Labrador
NS = Nova Scotia
NT = Northwest Territories
NU = Nunavut
ON = Ontario
PE = Prince Edward Island
QC = Quebec
SK = Saskatchewan
YK = Yukon Territories

The entire 'student' record will not load if there is an S1 error. Contact your IT department to correct this error and for help re-uploading the data file.

