1. **District Number, Current Enrollment must be numeric and in the range 01-68 or 71-75 or 80-82. -record rejected-**

   EXAMPLE

   The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected since the District Number, Current Enrollment is not in the appropriate range.

District Number, Current Enrollment	School Number, Current Enrollment	Florida Education Identifier
01	0021	FL340945895734
01	0021	FL340945895735
* 00	0021	FL340945895736

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the District Number, Current Enrollment and resubmit the record.

2.   School Number, Current Enrollment must be numeric in the range 0001 to 9899 (excluding 3900 and 9001) or it must be N998 or N999. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third and fourth records would be rejected. The third record would be rejected because the School Number, Current Enrollment is not in the appropriate numerical range. The fourth record would be rejected because the School Number, Current Enrollment is not numeric, N998 or N999. The fifth record would be rejected because the School Number, Current Enrollment is excluded from the range.

District Number, Current Enrollment	School Number, Current Enrollment	Florida Education Identifier
01	0021	FL340945895734
01	0021	FL340945895735
* 01	9999	FL340945895736
* 01	C901	FL340945895737
* 01	3900	FL123456789500

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the School Number, Current Enrollment and resubmit the records.

4.   Survey Period Code must be 1, 2, 3, or 4 and it must be correct for the submission specified by the district. -record rejected-

      EXAMPLE

      The Survey Period Code as specified in the transmission JCL or in the statements for tape transmission is identified as Survey Period Code "2" and records are coded with Survey Period Code "3". All updates, adds, or deletes with this inconsistency would be rejected.

DISTRICT RESPONSIBILITY

Correct the Survey Period Code either on the records coming in or the transmission JCL and resubmit all of the records.

5.   The Fiscal Year must be correct for the submission specified by the district. -record rejected-

> **EXAMPLE**
>
> The Fiscal Year on the JCL and the records being submitted for processing must match. Otherwise, the records would be rejected.

DISTRICT RESPONSIBILITY

Correct the Fiscal Year either on the transmission JCL or the records being submitted and resubmit all records for processing.

6.   District Number, Current Instruction/Service must be correct for the district submitting the data. -record rejected-

EXAMPLE

The District Number, Current Instruction/Service on records being submitted for processing must match the District Number, Current Instruction/Service on the JCL. Otherwise, the records would be rejected.

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the District Number, Current Instruction/Service and resubmit the records.

➡ **7. If Survey Period Code is 1, then**

- School Number, Current Instruction/Service must be numeric in the range 0001-9899 or 9996 (excluding 3518, 3900, 7001, 7004, 7006, 7023, 9001) and excluding schools where the Charter School Status is not Z and School Function/ Setting equals V on the Master School Identification file, or

- School Number, Current Instruction/Service must be C901-C928, U970-U981, or P001-P999.

If Survey Period Code = 2 or 3, then

- School Number, Current Instruction/Service must be numeric in the range 0001-9899 (excluding 3518, 3900, and 9001), 9996, C901-C928, U970-U981, P001-P999

If Survey Period Code is 4, then

- School Number, Current Instruction/Service must be numeric in the range 0001-9899 (excluding 3518, 3900, and 9001), 9996, or

- School Number, Current Instruction/Service must be C901-C928, U970-U981, or P001-P999.

-record rejected-

EXAMPLE

The records listed below would be rejected because in each case the School Number, Current/Instruction Service is not within the valid range.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Survey Period Code
* 01	9901	FL340945895734	2
* 01	C929	FL340945895735	2
* 01	U982	FL340945895736	2

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the School Number, Current Instruction/Service and resubmit the records.

7. If Survey Period Code is 1, then

- **School Number, Current Instruction/Service must be numeric in the range 0001-9899 or 9996 (excluding 3518, 3900, 7001, 7004, 7006, 7023, 9001) and excluding schools where the Charter School Status is not Z and School Function/ Setting equals V on the Master School Identification file, or**

- **School Number, Current Instruction/Service must be C901-C928, U970-U981, or P001-P999.**

If Survey Period Code = 2 or 3, then

- **School Number, Current Instruction/Service must be numeric in the range 0001-9899 (excluding 3518, 3900, and 9001), 9996, C901-C928, U970-U981, P001-P999**

If Survey Period Code is 4, then

- **School Number, Current Instruction/Service must be numeric in the range 0001-9899 (excluding 3518, 3900, and 9001), 9996, or**

- **School Number, Current Instruction/Service must be C901-C928, U970-U981, or P001-P999.**

-record rejected-

EXAMPLE

The records listed below would be rejected because in each case the School Number, Current/Instruction Service is not within the valid range.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Survey Period Code
* 01	9901	FL340945895734	2
* 01	C929	FL340945895735	2
* 01	U982	FL340945895736	2

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the School Number, Current Instruction/Service and resubmit the records.

8. **If the School Number, Current Instruction/Service is C901-C928, U970-U981, P001-P999, 9996, or N999, the District Number, Current Enrollment must be correct for the district submitting the data. If Survey Period Code = 2 or 3 and School Number, Current Instruction/Service is a private school number, the District Number, Current Enrollment must be correct for the district submitting the data. -record rejected-**

NOTE: If School Number, Current Instruction/Service is a private school number, Course Number must be 2222222.

EXAMPLE

If the district submitting the records is 01, then the first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the District Number, Current Enrollment is incorrect for the district submitting the record.

District Number, Current Enrollment	School Number, Current Instruction/ Service	Florida Education Identifier	Survey Period Code
01	C901	FL340945895734	2
* 02	C928	FL340945895735	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Student Course record or the transmission JCL where the mismatch occurs and resubmit the record.

9.   **Course Number must not contain blanks. -record rejected-**

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because Course Number contains a blank.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Course Number
02	0061	FL340945895734	5013010
* 02	0201	FL340945895735	1008 80

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Course Number and resubmit the record.

10.   Section Number must not be all blanks. Allowable characters are 0-9, A-Z, space, hyphen (-), dollar sign ($), pound sign (#), ampersand (&), percent (%), forward slash (/) and colon (:). -record rejected-

Note: Section Number may be submitted with blanks in one to four of the five positions, but may not be submitted with five blanks.

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because Section Number is all blanks.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Section Number
02	FL340945895734	5013010	PP18
* 02	FL340945895735	2003340	

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Section Number and resubmit the record.

11.   Period Number must be numeric and greater than or equal to zero.
-record rejected-

   EXAMPLE

   The first and second records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because Period Number is not numeric. The fourth record would be rejected because Period Number is blank.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Period Number
02	FL340945895734	5013010	0101
02	FL340945895735	7910100	0288
* 02	FL340945895736	2109310	AB80
* 02	FL340945895737	1300330	

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Period Number and resubmit the records.

12.   If the School Number Current Instruction/Service does not begin with "P" the Course Number must not be a "local use only transfer" course number unless Course Number = 0500980. If the School Number Current Instruction/Service does not begin with "P" then the Course Number must not begin with 00.   -record rejected-

Note: Local use only transfer course numbers for Grade Levels 09-12 are <u>numeric</u> course numbers that end in 980 or 990. Local use only transfer course numbers for Grade Levels 30-31 are <u>alphanumeric</u> course numbers that begin with one alpha character and end with six zeroes.

EXAMPLE

The third record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The first and second records would be rejected because the Course Numbers are local use only transfer course numbers.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Course Number
* 01	0201	FL340945895734	2100990
* 01	0201	FL340945895735	2000990
01	0201	FL340945895736	1206310

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Course Number and resubmit the records.

13.   The Transaction Code must be A, C or D. For the original transmission, only A is valid. For subsequent batch/update submissions, if A is specified then the record must not already exist on the database; if C or D is specified then the record must exist on the database. -record rejected-

> **EXAMPLE**
>
> For all original transmissions, the Transaction Code must be "A". An original transaction is the first submission of a record during a survey period. After original transmission of records, changes to the record for elements other than the key elements must be done with "C" as the Transaction Code. To delete a record, the Transaction Code must be "D". To change key elements in a batch transaction, the record must FIRST be deleted with "D" and then added with "A". Records with an incorrect Transaction Code would be rejected.

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Transaction Code and resubmit the records.

14.   Each Student Course Schedule record must be unique based on Florida Education Identifier; Survey Period Code; Fiscal Year; District Number, Current Instruction/Service; School Number, Current Instruction/Service; Course Number; Section Number; Period Number; and Term.   -Record having highest weighted FTE accepted, all other duplicate records rejected-

EXAMPLE

The records that are highlighted are duplicates. The record in each of the pairs which is marked with an asterisk would be rejected because it has the lower weighting factor. That is, FEFP Program Number 102 has a lower weighting factor for funding than does FEFP Program Number 103.

Florida Education Identifier	Svy. Pd. Code	FY	Dist. Num., Curr. Inst./ Serv.	Schl. Num., Curr. Instr./ Serv.	Course Number	Section Number	Period Number	FEFP Prog. No.	Term
FL340945895734	2	****	01	0021	2109370	00001	0202	102	1
FL340945895735	2	****	01	0021	2109370	00001	0202	102	1
FL340945895736	2	****	01	0021	2109370	00001	0202	102	1
FL340945895737	2	****	01	0021	2109370	00001	0202	102	1
FL340945895738	2	****	01	0021	2109370	00001	0202	102	1
FL340945895739	2	****	01	0021	2109370	00001	0202	102	1
FL340945895730	2	****	01	0021	2109370	00001	0202	102	1
* FL340945895731	2	****	01	0021	2109370	00001	0202	102	1
FL340945895732	2	****	01	0021	2109370	00001	0202	103	1
FL340945895733	2	****	01	0021	2109370	00001	0202	102	1
* FL340945895731	2	****	01	0021	2109370	00001	0202	102	1
FL340945895732	2	****	01	0021	2109370	00001	0202	103	1

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

If the records that were accepted and loaded to the database are the correct ones, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must delete any invalid records, correct any rejected records if necessary, and resubmit the corrected records.

15. **Dual Enrollment Indicator must be A, B, C, E, or Z. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Dual Enrollment Indicator is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Dual Enrollment Indicator
31	C901	2	FL340945895734	PHY1050	A
31	0291	2	FL340945895735	1209800	Z
* 31	0291	2	FL340945895736	PHY1050	D

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Dual Enrollment Indicator and resubmit the record.

16.   All alphanumeric Course Numbers must either be on the Course Code Directory or on the Statewide Course Numbering System file unless School Number, Current Instruction/Service equals N999 or P001-P999. -record rejected-

EXAMPLE

The second and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first and fourth records would be rejected because the Course Numbers are not on the Course Code Directory or on the Statewide Course Numbering System files.

Florida Education Identifier	District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number
* FL340945895734	66	0061	FF10011
FL340945895735	66	0061	I460103
FL340945895736	66	0201	B070614
* FL340945895737	66	0271	ABCDE12

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Course Numbers and resubmit the records.

STUDENT COURSE SCHEDULE – REJECT RULES

17.   If Course Number is a course number from the Courses That Do Not Generate FTE file (F71424) or School Number, Current Enrollment is 3450, then FTE Reported, Course must be 0000 and FEFP Program Number must be 999. -record rejected-

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the course is a study hall and the FEFP Program Number is not 999. The third record would be rejected because the course is a study hall and the FTE Reported, Course is greater than zero.

Florida Education Identifier	Survey Period Code	FTE Reported, Course	Course Number	FEFP Program Number
FL340945895734	2	0000	2200300	999
* FL340945895735	2	0000	2200310	103
* FL340945895736	2	0250	2200320	999

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must appropriately correct the element(s) listed in the edit and resubmit the records.

18.   **If Course Number equals 0800300 or 8502000, then FEFP Program Number must equal 102, 103, 112, 113, 254, 255, or 999. -record rejected-**

EXAMPLE

The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because the proper relationship does not exist between FEFP Program Number and the Course Number 8502000.

Florida Education Identifier	District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number	FEFP Program Number
FL340945895734	01	0201	8502000	103
* FL340945895735	01	0201	8502000	300
FL340945895736	01	0201	8502000	103

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the FEFP Program Number or the Course Number and resubmit the record.

19.   If Course Number equals 2222222, then School Number, Current Instruction/Service must be a private school number and vice versa.
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected since Course Number is 2222222 and the School Number, Current Instruction/Service is not a private school number.

Florida Education Identifier	District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number
FL340945895734	01	8034	2222222
FL340945895734	17	8016	2222222
* FL340945895734	17	8711	2222222

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the School Number, Current Instruction/Service or the Course Number and resubmit the record.

1A. Item 3 - Filler on this format in position numbers 7-16 must be all spaces. -record rejected-

> **EXAMPLE**
>
> The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the data reported is not all spaces.

District Number, Current Enrollment	School Number, Current Enrollment	Filler, Item #3
01	0151	
* 01	0151	265456789X

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must fill the positions noted with all spaces and resubmit the record.

20.   **FEFP Program Number must be 102, 103, 112, 113 or 999 if Dual Enrollment Indicator code = A, B, C, or E. -record rejected-**

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the relationship between Dual Enrollment Indicator code and FEFP Program Number is not appropriate.

Florida Education Identifier	Dual Enrollment Indicator	FEFP Program Number
FL340945895734	A	103
* FL340945895734	C	251

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the Dual Enrollment Indicator code or FEFP Program Number and resubmit the record.

21.   If Dual Enrollment Indicator equals A, then School Number, Current Instruction/Service must be C901-C928, U970-U981 or P001-P999. -record rejected-

   EXAMPLE

   The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected since the School Number, Current Instruction/Service is not in the appropriate range.

School Number, Current Enrollment	School Number Current, Instruction/Service	Dual Enrollment Indicator
0021	C901	A
0051	P999	A
* 0204	0204	A

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the School Number, Current Instruction/Service and resubmit the record.

**22.   Class Minutes, Weekly must be numeric and greater than or equal to zero.
-record rejected-**

> **EXAMPLE**
>
> The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because Class Minutes, Weekly contains a blank. The third record would be rejected because Class Minutes, Weekly is not numeric.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Class Minutes, Weekly
02	FL340945895734	2109370	0050
* 02	FL340945895735	2109370	075
* 02	FL340945895736	2109370	W025

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Class Minutes, Weekly and resubmit the records.

23.   FEFP Program Number must be 101-103, 111-113, 130, 254-255, 300, or 999.
-record rejected-

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second and third records would be rejected because the FEFP Program Numbers are invalid.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	FEFP Program Number
02	FL340945895734	2109370	103
* 02	FL340945895735	2109370	001
* 02	FL340945895736	2109370	118

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the FEFP Program Number and resubmit the records.

24.   FTE Reported, Course must be numeric and greater than or equal to zero. If Period Number is 9800, FTE Reported, Course must be greater than zero and less than or equal to .1667.   -record rejected-

>   **EXAMPLE**
>
>   The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because FTE Reported, Course contains a blank. The third record would be rejected because FTE Reported, Course is not numeric.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	FEFP Program Number	FTE Reported, Course
02	FL340945895734	2109370	103	0834
* 02	FL340945895735	2109370	103	0 34
* 02	FL340945895736	2109370	103	o005

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the records by assigning a value greater than or equal to zero for FTE Reported, Course and resubmit the records.

25.   If Grade Level on the Student Course Schedule record is PK, then Reading Intervention Component code must be Z. Otherwise, Reading Intervention Component code must be A, B or N.   -record rejected-

> **EXAMPLE**
>
> The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because the Reading Intervention Component codes are not valid for the Grade Levels.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Reading Intervention Component	Grade Level
01	FL340945895734	2100010	A	06
01	FL340945895735	2100010	N	10
* 01	FL340945895736	2100010	Z	01
* 01	FL340945895737	5100520	N	PK

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Reading Intervention Component codes and resubmit the records.

27. If Course Number is 5100520, 5100530, 5100560, 5100570, 5100580, 5100590, 5100600 or 5100610 Grade Level must be PK. –record rejected-

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause it to reject. The second record would be rejected because the student's Grade Level is not PK.

Course Number	FEFP Program Number	Grade Level
5100580	999	PK
* 5100590	999	01

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Grade Level or Course Number and resubmit the record.

28.   If School Number, Current Instruction/Service equals 9996, then School Number, Current Enrollment must be N999. -record rejected-

EXAMPLE

The first record listed below would be rejected because School Number, Current Enrollment is not N999. The second record would be loaded to the database assuming no other reject rule would cause it to reject.

Florida Education Identifier	District Number, Current Instruction/ Service	School Number, Current Enrollment	School Number Current Instruction/ Service
* FL340945895734	01	0021	9996
FL340945895735	41	N999	9996

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the School Number, Current Enrollment or the School Number, Current Instruction/Service and resubmit the record.

29.   **Grade Level must be PK, KG, or 01-12. -record rejected-**

EXAMPLE

The third and fourth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first and second records would be rejected because the Grade Level codes are not valid.

Florida Education Identifier	Grade Level	FEFP Program Number
* FL340945895734	KK	101
* FL340945895735	1	101
FL340945895736	01	101
FL340945895737	12	103

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Grade Level code and resubmit the records.

2A.   If Dual Enrollment Indicator is A and if School Number, Current Instruction/Service is not P001-P999 then Course Number must start with an alphabetic character. -record rejected

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Course Number is not appropriate for the Dual Enrollment Indicator reported.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Dual Enrollment Indicator
31	C901	2	FL340945895734	PHY1050	A
31	U970	2	FL340945895734	SOC1022	A
* 31	U970	2	FL340945895734	0701350	A

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Dual Enrollment Indicator or the Course Number and resubmit the record.

2B.   The Course Grade code must be A+, A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, I, IP, N, U, P, S, E, WP, FL, NG, W, WF or Z and must be right justified with leading blanks. -record rejected-

> **EXAMPLE**
>
> In the example below, records two and five would be loaded to the database assuming no other reject rule would cause the records to be rejected. Records one and four would be rejected since they contain invalid codes. Record three would be rejected since the Course Grade is not right justified with leading blanks.

Course Number	Credit Earned, Course	Course Grade
* 1005300	100	OOA
0900310	050	B+
* 0400330	100	C+
* 1200350	050	WC
1200350	050	P

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Course Grade and resubmit the records.

➡️ **2C.** **If Dual Enrollment Indicator = Z and**
- **School Number, Current Instruction/Service = 7001, 7004, 7006 or 7023;**
- **or District Number, Current Instruction/Service = 71;**
- **or if School Number, Current Instruction/Service has a Charter School Status is not Z and School Function/Setting equals V on the Master School Identification file,**
- **or Location of Student equals T; and District Number, Current Instruction equals 01-68 or 72-75 or 80-82; and School Number, Current Instruction does not equals 7001, 7004, 7006, or 7023;**

then Course Grade may not equal Z. All other schools must equal Z.

EXAMPLE

In the example below, records two and three would be loaded to the database assuming no other reject rule would cause the records to be rejected. Record one would be rejected since it contains an invalid code.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Course Grade	Dual Enrollment Indicator
* 01	7023	FL340945895734	Z	Z
01	7001	FL340945895735	IP	Z
71	0600	FL340945895736	A-	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Course Grade and resubmit the record.

STUDENT COURSE SCHEDULE - REJECT RULES

➡️ **2D.** **If**
- **Survey Period Code is 1, 2, 3 or 4;**
- **and Course Number is 8709410, 87049420, 8709430, 8709440, 8709450, 8709460, 8709470, 8709480, or 8709490;**
- **and District Number, Current Instruction/Service and School Number, Current Instruction/Service exists on the Non-Fundable Automotive Service Technology file (F71340),**

then FTE Reported, Course must be .0000. -record rejected-

EXAMPLE

The records listed below would be rejected because in each case District Number, Current Instruction/Service and School Number, Current Instruction/Service exists on Non-Fundable Automotive Service Technology Program file (F71340).

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number	FTE Reported, Course
* 10	0252	8709410	0035
* 12	0011	8709420	0024
* 13	7191	8709430	0005

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct FTE Reported, Course and resubmit the records.

2E.   If the School Number, Current Instruction/Service has a School Function Setting of V and Charter School Status not equal to Z on the Master School Identification file, then the Virtual Instruction Provider code must be a valid assigned code as specified in Appendix CC. -record rejected-

> **EXAMPLE**
>
> The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Virtual Instruction Provider code is not valid.

Student Course Schedule records

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Virtual Instruction Provider
31	0301	2	FL340945895734	308
31	5001	2	FL340945895735	311
* 1	0301	2	FL340945895736	989

Master School Identification file records

District Number	School Number	School Function Setting	Charter School Status
31	0301	V	R
31	5001	V	R
* 1	0301	V	R

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Virtual Instruction Provider code and resubmit the record.

2G.   If School Number, Current Instruction/Service is 7006, then the Online Course Provider code must be a valid code in Appendix GG. If School Number, Current Instruction/Service is not 7006, then the Online Course Provider code must be ZZZ. -record rejected-

> **EXAMPLE**
>
> The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Online Course Provider code is not valid for the School Number, Current Instruction/Service.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Online Course Provider
31	7006	2	FL340945895734	1001020	314
31	7001	2	FL340945895735	1205010	ZZZ
* 31	7001	2	FL340945895736	1303000	316

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Online Course Provider or the School Number, Current Instruction/Service and resubmit the record.

2H. **If Survey Period = 4 and**
- **School Number, Current Instruction/Service = 7001, 7004, 7006 or 7023;**
- **or if District Number, Current Instruction/Service = 71 and School Number, Current Instruction/Service = 0300, 0400 or 0801;**
- **or School Number, Current Instruction/Service has a Charter School Status other than Z and School Function/Setting equals V on the Master School Identification file,**
- **or Location of Student equals T; and District Number, Current Instruction equals 01-68 or 72-75 or 80-82; and School Number, Current Instruction does not equal 7001, 7004, 7006, or 7023;**

then Course Grade must not equal IP. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because Course Grade equals IP.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Grade	Survey Period Code
02	7001	A	4
71	0400	B	4
* 37	7023	IP	4

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct Course Grade and resubmit the record.

2I. **If**

- **School Number, Current Instruction/Service = 7001, 7004, 7006 or 7023;**
- **or District Number, Current Instruction/Service = 71;**
- **or if School Number, Current Instruction/Service has a Charter School Status other than Z and School Function/Setting equals V on the Master School Identification file;**
- **or Location of Student equals to T; and District Number, Current Instruction equals 01-68 or 72-75 or 80-82; and School Number, Current Instruction does not equal 7001, 7004, 7006, nor 7023;**

then Grade Level may not equal PK. –record rejected-

EXAMPLE

In the example below, records two and three would be loaded to the database assuming no other reject rule would cause the records to be rejected. Record one would be rejected since Grade Level = PK.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Grade Level
* 01	7023	FL340945895734	PK
01	7001	FL340945895735	06
71	0600	FL340945895736	12

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Grade Level and resubmit the record.

➡️ **DELETED FOR 2324**

2J.   If Course Number equals 2222222 and School Number, Current Enrollment equals 3900, then Survey Period Code must equal 2 or 3.
-record rejected-

EXAMPLE

The first record listed below would not be loaded to the database because Survey Period Code is not correct. The second record would be loaded to the database assuming no other reject rule would cause it to reject.

Florida Education Identifier	District Number, Current Instruction/ Service	School Number, Current Enrollment	Course Number	Survey Period Code
* FL340945895734	01	0818	2222222	4
FL340945895735	41	3900	2222222	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Survey Period Code and resubmit the record.

2L. If on the Master School Identification file the School Function/Setting equals D (DJJ) or J (County Jail/State Prison) then Grade Level may not equal PK.
–record rejected-

EXAMPLE

In the example below, records two and three would be loaded to the database assuming no other reject rule would cause the records to be rejected. The first record would be rejected since Grade Level = PK.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Grade Level	School Function Setting
* 01	0021	FL340945895734	PK	D
01	9023	FL340945895734	06	J
01	0600	FL340945895734	12	D

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Grade Level and resubmit the record.

2M.   If Dual Enrollment Indicator Code equals A, B, C or E, then Course Number must not be all numeric. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Dual Enrollment Indicator is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Dual Enrollment Indicator
31	C901	2	FL340945895734	PHY1050	A
31	C911	2	FL340945895735	PHY1050	A
* 31	0291	2	FL340945895736	2003380	E

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Dual Enrollment Indicator and resubmit the record.

➡️ **DELETED FOR 2324**

2N.   If Survey Period Code equals 2 or 3 and

- **Course Number equals 2222222, and**
- **School Number, Current Enrollment equals 3900,**

then FEFP Program Number must equal 101-103, 111-113 or 254-255.

- record rejected -

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because FEFP Program Number does not equal 101, 102 or 103.

District Number, Current Enrollment	District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	FEFP Program Number	School Number, Current Instruction/ Service
42	42	234567889X	2109370	103	3900
* 42	42	123456790X	2109370	130	3900

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the FEFP Program Number and resubmit the record.

30.   If Survey Period Code = 1-4 and FEFP Program Number is 999, then FTE Reported, Course must be zero. -record rejected-

Note: The use of the FEFP Program Number "999" is for individual students who are not eligible for FTE funding for reasons other than attendance or program membership. These students would include those pre-kindergarten students who are being served in a program for which the student cannot earn FTE.

EXAMPLE

The first, second, fifth and sixth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because FTE Reported, Course is not zero.

Florida Education Identifier	Grade Level	FEFP Program Number	FTE Reported, Course
FL340945895734	PK	999	0000
FL340945895735	KG	999	0000
* FL340945895736	01	999	5000
* FL340945895737	07	999	2500
FL340945895738	01	999	0000
FL340945895739	12	999	0000

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the relationship between FEFP Program Number and FTE Reported, Course and resubmit the records.

31.   In surveys 1 through 4 if the FEFP Program Number is not 999, then there must be a valid association between the FEFP Program Number listed below and the student's Grade Level. -record rejected-

FEFP Program Numbers	Grade Levels
101 --	**>PK-03**
102 --	**>04-08**
103 --	**>09-12**
111 --	**>PK-03**
112 --	**>04-08**
113 --	**>09-12**
130 --	**>KG-12**
254-255 -------------------------------------	**>PK-12**
300 --	**>09-12**

EXAMPLE

The records below without an asterisk would be loaded to the database assuming no other reject rule would cause their rejection. The records below which are marked with an asterisk would be rejected because of the invalid association between the Grade Level of the student and the FEFP Program Number.

Florida Education Identifier	Dist. Number, Current Instruction/ Service	Sch. Number, Current Instruction/ Service	FEFP Program Number	Grade Level	FTE Reported, Course
* FL340945895734	01	0021	102	KG	0834
* FL340945895735	01	0021	102	12	0834
FL340945895736	01	0021	102	07	0834
FL340945895737	01	0021	102	08	0834
* FL340945895738	01	0021	103	08	0834
FL340945895739	01	0021	102	07	0834
* FL340945895730	01	0021	103	07	0834

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the FEFP Program Number or the Grade Level so that there is a valid relationship between these two data elements and resubmit the records.

32. If Survey Period Code is 1-4, Grade Level is less than 06 and FTE Reported, Course is greater than zero, then School Number, Current Instruction/Service must not be a college nor university (C901-C928, U970-U981 nor P001-P999).
-record rejected-

EXAMPLE

The second and fourth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first and third records would be rejected because FTE Reported, Course is greater than zero and the School Number, Current Instruction/Service is for a college or university and the Grade Level is less than 06.

Florida Education Identifier	School Number Current Instruction/ Service	Section Number	Period Number	FEFP Program Number	Grade Level	FTE Reported, Course
* FL340945895734	U974	00001	0202	102	05	0834
FL340945895735	0021	00001	0202	102	08	0834
* FL340945895736	C901	00001	0202	102	05	0834
FL340945895737	0021	00001	0202	102	07	0834

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the relationship between Grade Level; FTE Reported, Course and School Number Current Instruction/Service and resubmit the records.

33.   If Course Number is 5100580 then Survey Period code must be 2 or 3. –record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the student's Course Number is 5100580 and Survey Period Code is 4. The last record would be rejected because the student's Course Number is 5100580, and Survey Period Code is 1.

Course Number	Survey Period Code	Grade Level	FTE Reported, Course
5100580	2	PK	0000
5100580	3	PK	0000
* 5100580	4	PK	0000
* 5100580	1	PK	0000

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Survey Period Code or Course Number and resubmit the records.

34.   If Course Number is 5100590 then Survey Period Code must be 1 or 4. –record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the student's Course Number is 5100590 and Survey Period Code is 2. The last record would be rejected because the student's Course Number is 5100590, and Survey Period Code is 3.

Course Number	Survey Period Code	Grade Level	FTE Reported, Course
5100590	1	PK	0000
5100590	4	PK	0000
* 5100590	2	PK	0000
* 5100590	3	PK	0000

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Survey Period Code or Course Number and resubmit the records.

35. Term must be either 1-9, B-O or S-X. -record rejected-

   EXAMPLE

   The records in the first and third examples listed below would be rejected because the Term code is invalid. The second record would be rejected because the Term code was left bank.

Florida Education Identifier	Course Number	Term
* FL340945895734	1200310	P
* FL340945895735	1001310	
* FL340945895736	2000310	A

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Term and resubmit the record.

36.   **English Language Learners: Instructional Model must be E, S, I, C, O, T, or Z. -record rejected-**

   EXAMPLE

   The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because English Language Learners: Instructional Model is invalid. The fourth record would be rejected because English Language Learners: Instructional Model is blank.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	ELL: Instructional Model
01	FL340945895734	5100070	E
* 01	FL340945895735	5100070	A
04	FL340945895736	5100070	C
* 08	FL340945895737	5100070	

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the English Language Learners: Instructional Model and resubmit the records.

37. **Year-Round/Extended School Year FTE Indicator must be A, B or Z.**
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because the Year-Round/Extended School Year FTE Indicator codes are not valid.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Survey Period Code	Year-Round/ Extended School Year FTE Indicator
01	FL340945895734	5100070	2	A
01	FL340945895735	5100070	2	Z
* 01	FL340945895736	5100070	2	E
* 01	FL340945895737	5100070	2	Y

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Year-Round/Extended School Year FTE Indicator codes and resubmit the records.

38.   The Student Number Identifier, Local may be any combination of letters, numbers and blanks. (All blanks are allowable.) It must be left-justified with trailing blanks. -record rejected-

EXAMPLE

The first three records listed below would be loaded to the database assuming no other edit would cause their rejection. The fourth record would be rejected because the Student Number Identifier, Local contains a symbol (@). The fifth record would be rejected because it is right-justified rather than left-justified.

District Number, Current Enrollment	Student Number Identifier, Local
01	0123456789
01	ABC123DEF9
01	3001 28K
* 01	2121@xyz
* 01	123456

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Student Number Identifier, Local and resubmit the records.

39. **If Survey Period is 2 or 3, and**
If Dual Enrollment Indicator is not B nor C, and
- **District Number, Current Instruction/Service = 71 and School Number, Current Instruction/Service = 0300, 0400 or 0801; or**
- **if School Number, Current Instruction/Service is**
- **7001 (district virtual instruction program – contracted provider), or**
- **7004 (franchise of Florida Virtual School), or**
- **7006 (KG-12 virtual course offerings), or**
- **7023 (district virtual instruction program – district provider), or**
- **Location of Student = T; and District Number, Current Instruction equals 01-68 or 72-75 or 80-82; and School Number Current Instruction does not equal 7001, 7004, 7006 or 7023,**

then FTE Reported, Course must be 0000.

If Survey Period is 2 or 3 and
- **The School Number, Current Instruction/Service has a School Function Setting of V on the Master School Identification file and**
- **The School Number, Current Instruction/Service has a Charter School Status does not equal to Z on the Master School Identification file and**
- **Dual Enrollment Indicator is not "B" nor "C",**

then FTE Reported, Course must be 0000.

-record rejected-

EXAMPLE

The third and fourth records below would be loaded to the database assuming no other reject rule would cause their rejection. The first and second records below which are marked with an asterisk would be rejected because the FTE Reported, Course is not zero.

Florida Education Identifier	Dist. Number, Current Instruction/ Service	Sch. Number, Current Instruction/ Service	FEFP Program Number	Survey Period	FTE Reported, Course
* FL340945895734	01	7001	101	2	0834
* FL340945895735	01	7001	103	2	0834
FL340945895736	01	7001	102	2	0000
FL340945895737	01	7001	102	2	0000

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the School Number, Current Instruction/Service or the FTE Reported, Course and resubmit the records.

3A.   If Year-Round/Extended School Year FTE Indicator is B, then Survey Period Code must be 1 or 4. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Survey Period Code is not valid for the Year-Round/Extended School Year FTE Indicator.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Survey Period Code	Year-Round/ Extended School Year FTE Indicator
01	FL340945895734	5100070	1	B
01	FL340945895735	5100070	4	B
* 01	FL340945895736	5100070	2	B

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Year-Round/Extended School Year FTE Indicator code and resubmit the record.

3B. If Survey Period Code is 2 or 3, Apprenticeship Sponsor Code must be a valid apprenticeship sponsor code listed in Appendix O, or it must be blank. A code is defined as valid if it is on Appendix O and Program Status is not 'cancelled.' For Surveys 1 and 4 the Apprenticeship Sponsor Code must be blank.
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Apprenticeship Sponsor Code is not listed on Appendix O.

District Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Apprenticeship Sponsorship Code
01	FL340945895734	2	102134
01	FL340945895762	3	
*01	FL340945895789	2	120041

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Apprenticeship Sponsor Code and resubmit the record.

3C.   If Course Number begins with one alphabetic character and ends with R, then the Apprenticeship Sponsor Code must be blank. –record rejected-

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the Apprenticeship Sponsor Code is not blank.

Florida Education Identifier	Course Number	Apprenticeship Sponsorship Code
FL340945895734	A46312R	
*FL340945895735	C10020R	102204

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Course Number or the Apprenticeship Sponsor Code and resubmit the record.

40.   If the School Number, Current Enrollment is not N998 or N999, then it must exist on the Master School Identification File as a valid active number in the District Number, Current Enrollment. -record rejected-

EXAMPLE

The records listed below would be rejected because the School Number, Current Enrollment is not on the Master School Identification File as a valid active school number in the District Number, Current Enrollment.

District Number, Current Enrollment	School Number, Current Enrollment
* 01	8311
* 06	0001
* 09	9999

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the School Number, Current Enrollment and resubmit the records.

41.   The Career and Technical Education/Adult General Education Program Code must be a program number from the Career and Technical Education/Adult General Education Program Edit file (F61730) or must be zero-filled.
-record rejected-

Note: For more information on Vocational/Adult General Education Program Codes refer to the <u>Career and Technical Education Database Handbook Appendices</u>.

EXAMPLE

The first and second records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Vocational/Adult General Education Program Code is not a valid program number.

Florida Education Identifier	Course Number	Career and Technical Education/ Adult General Education Program Code
FL340945895734	8772010	8772000
FL340945895735	I480201	I480201
* FL340945895736	8506310	5806310

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Career and Technical Education/Adult General Education Program Code and resubmit the record.

42.   School Number, Current Instruction/Service must exist on the Master School Identification File as a valid active number in the District Number, Current Instruction/Service or it must be C901-C928, U970-U981, P001-P999, or 9996. If Survey Period Code = 2 or 3, then School Number, Current Instruction/Service may be a private school number anywhere in Florida. -record rejected-

NOTE: If School Number, Current Instruction/Service is a private school number Course Number must be 2222222.

EXAMPLE

The last three records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first two records would fail this edit because they do not exist on the Master School Identification File as a valid and active number for the District Number, Current Instruction. The third record would fail this edit because it is not in the valid range for alphanumeric numbers.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Course Number
* 09	8131	2	1001010
* 13	0021	2	5012000
* 15	C999	2	SPN2010
57	0051	2	5012000
63	0031	2	5012000
67	C904	2	SPN2010

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the School Number, Current Instruction/Service so that it exists as a valid and active number in the District Number, Current Instruction/Service or is a valid and active alphanumeric school number and resubmit the records.

43. **All numeric Course Numbers must be on the Course Code Directory file, unless School Number, Current Instruction/Service begins with P. -record rejected-**

EXAMPLE

The first, fifth and sixth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second, third and fourth records would be rejected because the numeric Course Numbers are not on the Course Code Directory file.

District Number, Current Instruct	School Number, Current Instruction	Florida Education Identifier	Course Number	Survey Period Code
01	P021	FL340945895734	1234567	2
* 01	0021	FL340945895735	0801300	2
* 01	0021	FL340945895736	0708301	2
* 01	0021	FL340945895737	1004820	2
01	0021	FL340945895738	1008320	2
01	0021	FL340945895739	1200310	2

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Course Number and resubmit the records.

44.   If Grade Level equals PK-05, then the Dual Enrollment Indicator must equal Z. -record rejected-

       EXAMPLE

       The first record listed below would pass this edit. The second record would be rejected because the Grade Level is 5 and the Dual Enrollment Indicator is C.

Florida Education Identifier	Grade Level	Dual Enrollment Indicator
FL340945895734	4	Z
* FL340945895735	5	C

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the relationship between the Grade Level and the Dual Enrollment Indicator and resubmit the record.

45.   If the Course Number begins with an alpha character and is on the Course Code Directory file, and the School Number, Current Instruction/Service does not begin with P, the FEFP Program Number must be 102, 103, 112 or 113.
-record rejected-

Note: Enrollment of secondary students in postsecondary vocational courses must be reported in the Workforce Development Information System. The parallel allowable dual enrollment hours at the high school are to be reported under the same postsecondary vocational course number, but must be funded under the basic program weights of 102, 103, 112 or 113.

EXAMPLE

The records listed below would be rejected because the Course Number is for a postsecondary course (begins with an alpha character and the School Number, Current Instruction/Service does not begin with a P) and the FEFP Program Number is not 102, 103, 112 or 113.

Florida Education Identifier	School Number, Current Instruction/ Service	Course Number	Section Number	Period Number	FEFP Program Number	Grade Level	FTE Reported, Course
* FL340945895734	0021	A010304	00100	0202	300	12	0834
* FL340945895735	0021	B070401	00100	0202	300	30	0834

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Course Number and/or the FEFP Program Number and resubmit the records.

46.   The first two digits of the Period Number must be 00-80 while the last two digits must be 00-80 or 88 and be greater than or equal to the first two digits. For Survey 4, period 9800 may also be reported. -record rejected-

Note: For more information on Period number refer to the <u>DOE Information Database Requirements: Volume I -- Automated Student Information System Manual</u>.

EXAMPLE

The first three Student Course records listed below would be loaded to the database assuming no other reject rule caused their rejection. The fourth record would be rejected because the Period Number has an ending period with a value less than the beginning period. The last record would be rejected because the last two digits of Period Number are not in the acceptable range.

Florida Education Identifier	Course Number	Section Number	Period Number	FTE Reported, Course
FL340945895734	8772030	B0100	0101	0834
FL340945895735	8754500	B0100	0909	0834
FL340945895736	8754500	B0300	0405	1667
* FL340945895737	8727210	E0100	8070	2000
* FL340945895738	8727210	E9900	8098	2000

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Period Number and resubmit the records.

47.   If Dual Enrollment Indicator code does not equal Z, then Grade Level must equal 06-12. -record rejected-

EXAMPLE

The first record listed below would pass this edit. The second record would be rejected because the Grade Level is 5 and the Dual Enrollment Indicator is C.

Florida Education Identifier	Grade Level	Dual Enrollment Indicator
FL340945895734	12	A
* FL340945895735	5	C

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the relationship between the Grade Level and the Dual Enrollment Indicator and resubmit the record.

48. **If Dual Enrollment Indicator equals E, then School Number, Current Instruction/Service must be C901-C928, U970-U981 or P001-P999, or a school on the Master School Identification file that has School Function Setting equal to T.** **-record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected since the School Number, Current Instruction/Service is not in the appropriate range.

School Number, Current Enrollment	School Number Current, Instruction/Service	Dual Enrollment Indicator
0021	C901	E
0051	P999	E
*0204	0204	E

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the School Number, Current Instruction/Service or the Dual Enrollment Indicator code and resubmit the record.

49. Days Per Week must be 1-7. If Period Number is 9800, Days Per Week must equal zero. -record rejected-

    EXAMPLE

    The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Days Per Week is zero.

Florida Education Identifier	Course Number	FEFP Program Number	Grade Level	FTE Reported, Course	Class Minutes, Weekly	Days Per Week
FL340945895734	1200310	103	12	0834	250	5
* FL340945895734	1200310	103	12	1667	500	0
FL340945895734	1200310	103	11	2000	300	5

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Days Per Week and resubmit the record.

4A. If Course Number = 9900130-9900135 (GED Prep courses), then School Number, Current Instruction/Service must be a valid active school on the Master School Identification (MSID) file with School Function/Setting = D (DJJ).
-record rejected-

> **EXAMPLE**
>
> The second Student Course Schedule record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The first and third records would be rejected because the School Function/Setting is not D (DJJ) on the MSID.

		Student Course Schedule Records			*MSID*	
District Number, Current Instruc./ Service	School Number, Current Instruc./ Service	Florida Education Identifier	Course Number	District Number	School Number	School Function/ Setting
* 49	0201	FL340945895734	9900133	49	0201	Z
49	9031	FL340945895735	9900132	49	9031	D
* 49	9013	FL340945895736	9900130	49	9013	M

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Course Numbers on the Student Course Schedule records or the school type on the Master School Identification file and resubmit the records for processing.

4B.   Location of Student must be N, S, T or Z. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Location of Student code is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Location of Student
31	7004	2	FL340945895734	0706320	N
31	0291	2	FL340945895735	1209800	Z
* 31	7004	2	FL340945895736	0706320	P

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Location of Student code and resubmit the record.

4C.   Florida Education Identifier (FLEID) is alphanumeric and must be entered as "FL" in the first 2 positions followed by twelve numeric digits. No blanks, spaces or all zeros for the twelve numeric digits are allowable. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Florida Education Identifier (FLEID) is not a valid FLEID.

District Number, Current Enrollment	Florida Education Identifier
01	FL340945895734
01	FL004583948567
* 01	FL000000000000

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Florida Education Identifier and resubmit the record for processing.

4D. If Period Number is 9800, Course Number must be 1200310, 2000310, 1206310 or 2100310 and FEFP Program Number must be 102 or 103.
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Course Number is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Period Number	Course Number	FEFP Program Number
15	0021	4	9800	1200310	103
15	0021	4	9800	1206310	103
* 15	0021	4	9800	1200320	103

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Course Number and resubmit the record for processing.

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4E.   In Surveys 2, 3 and 4 and

- If School Number, Current Instruction/Service equals 7006
- and Online Course Provider equals 314, 315, 316, 317, 318, 319, 321, or 324.
- then the Course Number must be on the Virtual Online Course Provider Reference file – F71485.

The match should be made using Fiscal Year; Online Course Provider Identifier; and Course Number. –record rejected–

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Couse Number listed does not match a Course Number for the Online Course Provider (317) in the Virtual Online Course Provider Reference file.

Student Course Schedule records

District Number, Current Instruction Service	School Number, Current Instruction/ Service	Florida Education Identifier	Online Course Provider Identifier	Course Number	Fiscal Year
01	7006	FL340945895734	315	0800300	****
01	7006	FL340945895735	317	1200310	****
* 01	7006	FL340945895736	317	1900300	****

****=Valid fiscal year for data submission

DISTRICT RESPONSIBILITY

The district must correct the Student Course Schedule record so that the appropriate relationship exists between the Virtual Online Course Reference file Course Number and Student Course Schedule Course Number.

4F. If Period Number is 9800, then all of the following must be N:

> **Day of Week Scheduled, Monday,**
> **Day of Week Scheduled, Tuesday,**
> **Day of Week Scheduled, Wednesday,**
> **Day of Week Scheduled, Thursday,**
> **Day of Week Scheduled, Friday,**
> **Day of Week Scheduled, Saturday.**
> -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Day of Week Scheduled, Monday is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Period Number	Course Number	Day of Week Scheduled, Monday
54	0301	4	9800	1200310	N
54	0301	4	9800	1206310	N
* 54	0301	4	9800	2000310	Y

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Day of Week Scheduled, Monday and resubmit the record for processing.

4G.   If Period Number is 9800, Day of Week Scheduled, Alternate Date Certain must be Z. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Day of Week Scheduled, Alternate Date Certain is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Period Number	Course Number	Day of Week Scheduled, Alternate Date Certain
63	0021	4	9800	1200310	Z
63	0021	4	9800	1206310	Z
* 63	0021	4	9800	2000310	N

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Day of Week Scheduled, Alternate Date Certain and resubmit the record for processing.

4I. If School Number Current Instruction/Service
- **equals 7001, 7004, 7006, or 7023;**
- **or if District Number Current Instruction/Service equals 71;**
- **or Charter School Status is not Z and School Function/Setting = V on the Master School Identification file,**

then, Location of Student must be N or S.
All other schools must be T, or Z. – record rejected –

EXAMPLE

The first four records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The fifth record would be rejected because the Location of Student code is not valid for the School Number, Current Instruction/Service.

District Number, Current Instruction/ Service	School Number Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Location of Student
31	7004	2	12345678912X	0706320	S
71	0500	4	12345679012X	1209800	N
71	0600	3	12345679123X	1209800	S
01	0300	3	12345679234X	0706320	Z
* 31	0021	2	12345679356X	0706320	S

DISTRICT RESPONSIBILITY

The district must review the Location of Student code and the School Number and correct the item that is in error.

51.   If Survey Period = 1-4 and the student's Grade Level is 7-12, Class Minutes, Weekly must be greater than zero. If Period Number is 9800, Class Minutes, Weekly must be equal to zero. -record rejected-

EXAMPLE

The first and fourth records below would be loaded to the database assuming no other reject rule would cause their rejection. The second and third records would be rejected because the appropriate relationship between Grade Level and Class Minutes, Weekly is not present.

Florida Education Identifier	FEFP Program Number	Grade Level	FTE Reported, Course	Class Minutes, Weekly
FL340945895734	102	05	0834	0000
* FL340945895735	103	12	0834	0000
* FL340945895736	300	10	1667	0000
FL340945895737	103	11	2000	0600

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the relationships between Grade Level and Class Minutes, Weekly and resubmit the records.

52.   If the School Number, Current Enrollment is N998 (home education) or N999 (private school), then Dual Enrollment Indicator must be Z. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Dual Enrollment Indicator is not Z for a home education student (school of enrollment of N998). The fourth record would be rejected because the Dual Enrollment Indicator is not Z for a private school student (school of enrollment of N999).

District Number, Current Enrollment	School Number, Current Enrollment	Survey Period Code	Florida Education Identifier	Course Number	Dual Enrollment Indicator
31	N998	2	FL340945895734	1007350	Z
31	N999	2	FL340945895735	1209800	Z
* 31	N998	2	FL340945895736	PHY1050	A
* 31	N999	2	FL340945895737	1007350	A

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Dual Enrollment Indicator or the School Number, Current Enrollment and resubmit the record.

STUDENT COURSE SCHEDULE – REJECT RULES

53. If Course Number begins with a number; and

- **is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730); other than 0200320, 0200335, 1006300, 1700510, 2000350, 2000360, 2102360, 2102365, 2102370, 3027010 or 3027020; or**
- **FEFP Program Number is 300 and course number is 0200320, 0200335, 1006300, 1700510, 2000350, 2000360, 2102360, 2102365, 2102370, 3027010 or 3027020;**

then the Career and Technical Education/Adult General Education Program Code must be a valid program number, other than 9900010 or 9900099, for the Course Number submitted, as listed in file F61730.

If Course Number begins with three alphabetic characters followed by a zero in the fourth position, and

- **is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730);**

then the Career and Technical Education/Adult General Education Program Code must be a valid program number for the Course Number submitted,as listed in file F61730.

If Course Number begins with one alphabetic character followed by anumeric digit, and

- **is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730);**

then the Career and Technical Education/Adult General Education ProgramCode must be the same as the Course Number. –record rejected-

54. **If the Virtual Instruction Provider code is:**
- **071 (Florida Virtual School) then Grade Level must be KG-12.**
- **302 (K12 Florida, LLC) then Grade Level must be KG-12.**
- **308 (Somerset Academy, Inc.) then Grade Level must be KG-12.**
- **309 (Edgenuity) then Grade Level must be KG-12.**
- **311 (Mater Virtual Academy) then Grade Level must be KG-12.**
- **313 (District VIP – Florida Connections Academy, LLC) then Grade Level must be KG-12.**
- **320 (Graduation Alliance) then Grade level must be 09-12.**
- **322 (Accel Online East) then Grade Level must be KG-12.**
- **323 (Optima Ed, LLC) then Grade Level must be KG-9.**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Grade Level is not valid for the Virtual Instruction Provider code.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Grade Level	Virtual Instruction Provider
31	7001	2	FL340945895734	04	302
31	7001	2	FL340945895735	09	071
* 31	7001	2	FL340945895736	04	309

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Virtual Instruction Provider or the Grade Level and resubmit the record.

55. If District Number, Current Instruction is 01-68 or 72-75 or 80-82 and
- **School Number, Current Instruction is not 7001, 7004, 7006, or 7023 and**
- **if Term equals 4, 5, or S,**

then Survey Period Code must be 1 or 4.

If District Number, Current Instruction is 71 and
- **School Number, Current Instruction equals 0500, 0600 or 0700 and**
- **if Term equals 4, 5, or S,**

then Survey Period Code must be 1, 2, 3 or 4.

If District Number, Current Instruction is 71 and School Number, Current Instruction equals = 0300 or 0400 or 0801,
- **Or If District Number, Current Instruction is 01-68 or 72-75 or 80-82 and if School Number, Current Instruction is 7001, 7004, 7006, or 7023 and**
- **if Term equals 4, 5 or S**

then Survey Period Code must be 4.   -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because the Term code is not valid for the Survey Period Code.

District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	Survey Period Code	Term
01	FL340945895734	5100070	1	4
01	FL340945895735	5100070	4	5
* 01	FL340945895736	5100070	2	S
* 01	FL340945895737	5100070	3	S

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Term or Survey Period Code and resubmit the records.

56.   If Grade Level code is PK and the FEFP Program Number is not 111, 254 or255, then FEFP Program Number must be 101 or 999. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The last record would be rejected because the student's Grade Level code is PK, the student is not exceptional and the FEFP Program Number is not 101 or 999.

Florida Education Identifier	FEFP Program Number	Grade Level	FTE Reported, Course
FL340945895734	254	PK	0834
FL340945895735	999	PK	0000
* FL340945895736	102	PK	0834

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the Grade Level or the FEFP Program Number and resubmit the record.

57.   If School Number, Current Instruction/Service is 7001, then the Virtual Instruction Provider code must be a valid code in Appendix CC.

All other schools except Virtual Charter Schools (where on the Master School ID file School Function Setting = V and Charter School Status is not equal to Z) must be ZZZ. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Virtual Instruction Provider code is not valid for the School Number, Current Instruction/Service.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Florida Education Identifier	Course Number	Virtual Instruction Provider
31	7001	2	FL340945895734	1001020	302
31	0521	2	FL340945895735	1205010	ZZZ
* 31	7001	2	FL340945895736	1303000	ZZZ

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Virtual Instruction Provider or the School Number, Current Instruction/Service and resubmit the record.

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58. ~~If Survey Period Code equals 2 or 3 and~~

- ~~Course Number equals 2222222, and~~
- ~~School Number, Current Enrollment equals 3900,~~

~~then FTE Reported Course must be equal to 5000.~~

~~- record rejected -~~

~~**EXAMPLE**~~

~~The first record listed below would be rejected because the FTE Reported, Course is greater than 5000.~~

~~Florida Education Identifier~~	~~District Number, Current Instruction/ Service~~	~~School Number, Current Enrollment~~	~~Course Number~~	~~Survey Period Code~~	~~FTE Reported, Course~~
~~*FL340945895734~~	~~01~~	~~3900~~	~~2222222~~	~~2~~	~~5834~~
~~FL340945895735~~	~~41~~	~~3900~~	~~2222222~~	~~3~~	~~5000~~
~~FL340945895736~~	~~41~~	~~3900~~	~~2222222~~	~~3~~	~~5000~~

~~**DISTRICT RESPONSIBILITY**~~

~~If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the FTE Reported Course and resubmit the record.~~

59.   If Year-Round/Extended School Year FTE Indicator is A then the YearRound School code on the Master School Identification file must be Y for the reported School Number, Current Instruction/Service. Match to the Master School Identification file using District Number, Current Instruction/ Service and School Number, Current Instruction/Service. -record rejected-

> **EXAMPLE**
>
> The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Year-Round/Extended School Year FTE Indicator code is not valid for the School Number, Current Instruction/Service.

Student Course Schedule records

District Number, Current Instruction/ Service	Florida Education Identifier	School Number Current Instruction/ Service	Survey Period Code	Year-Round/ Extended School Year FTE Indicator
01	FL340945895734	0021	2	A
01	FL340945895735	0551	2	A
* 01	FL340945895736	2031	2	A

Master School Identification file records

District Number	School Number	Year Round School
01	0021	Y
01	0551	Y
* 01	2031	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Year-Round/Extended School Year FTE Indicator code or the Year Round School code on the Master School Identification file and resubmit the record.

5B.   If Grade Level = 06-12 and Course Number contains an alpha character in the first position, then Dual Enrollment Indicator must be other than Z. - record rejected-

EXAMPLE

The first record listed below would pass this edit. The second record would be rejected because the Grade Level is 12 and the Course Number contains an alpha character, but the dual Enrollment Indicator is Z.

Florida Education Identifier	Course Number	Grade Level	Dual Enrollment Indicator
FL340945895734	B070401	12	C
* FL340945895735	A010304	12	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the relationship between Course Number, Grade Level, and Dual Enrollment Indicator and resubmit the record.

5C.   If FEFP Program Number is 130, English Language Learners: Instructional Model code must be C, E, I, O, S, or T. -record rejected-

EXAMPLE

The first and second records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the relationship between the FEFP Program Number and the English Language Learners: Instructional Model is not valid.

Florida Education Identifier	School Number, Current Enrollment	FEFP Program Number	English Language Learners: Instructional Model
FL340945895734	0021	130	C
FL340945895735	3900	130	Z
* FL340945895736	0021	130	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the FEFP Program Number or the English Language Learners: Instructional Model and resubmit the record.

5D.   If Survey Period Code is 2 or 3, then Day of Week Scheduled, Monday must be Y or N. -record rejected-

        EXAMPLE

        The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Monday is invalid.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Monday	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0	Z	2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Monday and resubmit the record.

5E.   If Survey Period Code is 2 or 3, then Day of Week Scheduled, Tuesday must be Y or N. -record rejected-

EXAMPLE

The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Tuesday is invalid.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Tuesday	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0	Z	2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Tuesday and resubmit the record.

5F. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Wednesday must be Y or N. -record rejected-

EXAMPLE

The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Wednesday is invalid.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Wednesday	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0	Z	2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Wednesday and resubmit the record.

5G. **If Survey Period Code is 2 or 3, then Day of Week Scheduled, Thursday must be Y or N. -record rejected-**

   EXAMPLE

   The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Thursday is invalid.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Thursday	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0	Z	2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Thursday and resubmit the record.

5H.   If Survey Period Code is 2 or 3, then Day of Week Scheduled, Friday must be Y or N. -record rejected-

> **EXAMPLE**
>
> The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Friday is invalid.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Friday	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0	Z	2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Friday and resubmit the record.

5I.   If Survey Period Code is 2 or 3, then Day of Week Scheduled, Saturday must be Y or N. -record rejected-

EXAMPLE

The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Saturday is invalid.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Saturday	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0	Z	2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Saturday and resubmit the record.

5K. **If Survey Period Code is 2 or 3, and**

If the School Number, Current Instruction/Service is not 7001, 7004, 7006 or 7023; or the School Number, Current Instruction/Service has a School Function Setting of V and a Charter School Status not equal to Z on the Master School Identification file,

then at least one of the following must be Y: Day of Week Scheduled, Monday; Day of Week Scheduled, Tuesday; Day of Week Scheduled, Wednesday; Day of Week Scheduled, Thursday; Day of Week Scheduled, Friday or Day of Week Scheduled, Saturday. -record rejected-

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because none of the Day of Week Scheduled elements are coded Y.

Florida Education Identifier	Sch. Num., Curr. Enr	Days Per Week	Day of Week Schd., Mon.	Day of Week Schd., Tues.	Day of Week Schd., Wed.	Day of Week Schd., Thurs.	Day of Week Schd., Fri.	Day of Week Schd., Sat.	Survey Period Code
FL340945895734	0411	5	Y	Y	Y	Y	Y	Y	2
* FL340945895735	0411	3	N		N		N		2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct at least one Day of Week Scheduled and resubmit the record.

5L.   If Survey Period Code is 2 or 3, then Day of Week Scheduled, Alternate Date Certain must be Y, N or Z. -record rejected-

>   **EXAMPLE**
>
>   The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Alternate Date Certain is blank.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Alternate Date Certain	Survey Period Code
FL340945895734	1200310	5	Y	2
* FL340945895735	1200310	0		2
FL340945895736	1200310	2	N	2

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the Day of Week Scheduled, Alternate Date Certain and resubmit the record.

5M.   If Survey Period code is 2 or 3 and Day of Week, Scheduled Friday is Y, then Day of Week Scheduled, Alternate Date Certain must be N or Z. –record rejected-

EXAMPLE

The first, second and fourth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the correct relationship between Day of Week Scheduled, Friday and Day of Week Scheduled, Date Certain does not exist.

Note: In the fourth record below, although Day of Week Scheduled, Friday is N, it is not automatically assumed that Day of Week Scheduled, Alternate Date Certain is Y unless all of the students in the entire school are not scheduled in any core classes (See Appendix S) on Friday.

Florida Education Identifier	Course Number	Days Per Week	Day of Week Scheduled, Friday	Day of Week Scheduled, Alternate Date Certain
FL340945895734	1200310	5	Y	N
FL340945895735	1200310	2	N	Y
* FL340945895736	1200310	2	Y	Y
FL340945895737	1200310	4	N	N

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the record so that the correct relationship exists between Day of Week Scheduled, Friday and Day of Week Scheduled, Alternate Date Certain and resubmit the record.

➡️ **DELETED FOR 2324**

~~**5O. If Course Number equals 2222222, then School Number, Current Enrollment must be 3900. -record rejected-**~~

~~**EXAMPLE**~~

~~The first record listed below would not be loaded to the database because School Number, Current Enrollment is not 3900. The second record would be loaded to the database assuming no other reject rule would cause it to reject.~~

~~Florida Education Identifier~~	~~District Number, Current Instruction/ Service~~	~~School Number, Current Enrollment~~	~~Course Number~~
~~* FL340945895734~~	~~01~~	~~0818~~	~~2222222~~
~~FL340945895735~~	~~41~~	~~3900~~	~~2222222~~

~~**DISTRICT RESPONSIBILITY**~~

~~If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the School Number, Current Enrollment or the Course Number and resubmit the record.~~

5P.   If District Number, Current Instruction/Service is equal to 71 and School Number, Current Instruction/Service equals 0500, 0600, or 0700 then FEFP Program Number must equal 101, 102, 103, 111, 112, 113 or 300. - record rejected-

    EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause it rejection. The second record would be rejected because FEFP Program Number does not equal 101, 102, 103, 111, 112, 113 or 300.

District Number, Current Enrollment	District Number, Current Instruction/ Service	Florida Education Identifier	Course Number	FEFP Program Number	School Number, Current Instruction/ Service
23	71	FL340945895734	2109370	103	0500
* 23	71	FL340945895735	2109370	254	0500

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the FEFP Program Number and resubmit the record.

5Q. **If School Number, Current Instruction/Service is equal to 7004 and School Number, Current Enrollment is not equal to 7004, then FEFP Program Number must be 101, 102, 103, 111, 112, 113, or 300. -record rejected-**

    EXAMPLE

    The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because FEFP Program Number does not equal to 101, 102, 103, 111, 112, 113 or 300.

District Number, Current Enrollment	School Number, Current Instruction/ Service	Florida Education Identifier	Course Number	FEFP Program Number	FTE Reported, Course
06	7004	FL340945895734	2109370	103	0834
06	7004	FL340945895735	2109370	101	0834
* 06	7004	FL340945895736	0200050	130	0834

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the FEFP Program Number and resubmit the record.

5S.   If Course Number is 5100580 or 5100590 then FEFP Program Number must be 999 and FTE Reported, Course must be 0000 and Grade Level must be PK.
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the student's Course Number is 5100590 and FEFP Program Number is 101. The last record would be rejected because the student's Course Number is 5100580, and FTE Reported, Course is 0834.

Course Number	FEFP Program Number	Grade Level	FTE Reported, Course
5100580	999	PK	0000
5100590	999	PK	0000
* 5100590	101	PK	0000
* 5100580	999	PK	0834

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must correct the FEFP Program Number and the FTE Reported, Course and resubmit the records.

5U. **If Survey Period Code is 2 or 3 and if FEFP Program Number is 130, then the Course Number must be a course in Appendix DD. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the FEFP Program Number is 130 and the Course Number is not in Appendix DD.

District Number, Current Instruction/Service	Florida Education Identifier	FEFP Program Number	Course Number
01	FL340945895734	130	1001040
01	FL340945895735	130	1002000
* 01	FL340945895736	130	1301000

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the Course Number or the FEFP Program Number and resubmit the record.

5V. **If Survey Period is 2, 3 or 4 and if English Language Learners: Instructional Model is S or C, then Course Number must be a Mathematics, Science, Social Studies or Computer Education course in Appendix DD.**

If Survey Period is 1 and if English Language Learners: Instructional Model is S or C, then Course Number must be a Mathematics, Science, Social Studies or Computer Education course in the current or prior year in Appendix DD.
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected since Course Number 1000010 is not a Science, Social Studies, or Computer Literacy course in Appendix DD.

District Number, Current Enrollment	Florida Education Identifier	English Language Learners: Instructional Model	Course Number
01	FL340945895734	S	2100310
01	FL340945895735	C	2002480
* 01	FL340945895736	S	1000010

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the English Language Learners: Instructional Model code or the Course Number and resubmit the record.

5W.   If Survey Period is 2, 3 or 4 and if English Language Learners: Instructional Model is E or I, then Course Number must be a Language Arts Course Number in Appendix DD.

If Survey Period is 1 and if English Language Learners: Instructional Model is E or I, then Course Number must be a Language Arts Course Number in the current or prior year in Appendix DD. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected since Course Number 1204000 is not a Language Arts course in Appendix DD.

District Number, Current Enrollment	English Florida Education Identifier	Language Learners: Instructional Model	Course Number
01	FL340945895734	E	1000000
01	FL340945895735	I	1000010
* 01	FL340945895736	E	1204000

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct either the English Language Learners: Instructional Model code or the Course Number and resubmit the record.

5Y.   If School Number, Current Enrollment is not equal to 7001 or 7023 and if School Number, Current Instruction/Service is equal to 7001 or 7023, then FEFP Program Number must be 101, 102, 103, 111, 112, 113, or 300. -record rejected-

>   **EXAMPLE**
>
>   The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because FEFP Program Number is not valid for the school number reported.

District Number, Current Enrollment	School Number, Current Instruction/ Service	Florida Education Identifier	Course Number	FEFP Program Number	FTE Reported, Course
06	7001	FL340945895734	2109370	103	0834
06	7001	FL340945895734	2109370	111	0834
* 06	7001	FL340945895734	0200050	130	0834

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the FEFP Program Number or School Number, Current Instruction/Service and resubmit the record.

5Z.   If the School Number, Current Instruction/Service is C901-C928, U970-U981 or P001-P999, then the Dual Enrollment Indicator must be other than Z.
-record rejected-

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Dual Enrollment Indicator is code Z.

School Number, Current Enrollment	School Number Current, Instruction/Service	Dual Enrollment Indicator
0021	C901	A
0051	P999	A
* 0204	U970	Z

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the database, the district must correct the Dual Enrollment Indicator and resubmit the record.

60.   The student's Grade Level on the Student Course record must agree with the Grade Level on the Student Demographic record submitted by the district of instruction unless Year-Round/Extended School Year FTE Indicator on the Student Course record = A or if Survey Period Code = 1 or 4.
-state validation/NULL-

FTE Reported, Course on all Student Course records set to NULL value for these records at the close of the State Records Processing Cycle.

EXAMPLE

The first and third Student Course records listed below would pass this edit. The second and fourth records would not pass the edit because the Grade Level codes on the Student Demographic records and Student Course records do not agree. (The FTE Reported, Course on the Student Course records would be set to a null value at the close of the State Records Processing Cycle.)

Student Demographic Records			*Student Course Records*		
District Number, Current Instruc./ Service	Florida Education Identifier	Grade Level	District Number, Current Instruc./ Service	Florida Education Identifier	Grade Level
49	FL340945895734	12	49	FL340945895734	12
49	FL340945895735	11	*49	FL340945895735	12
49	FL340945895736	11	49	FL340945895736	11
49	FL340945895737	12	*49	FL340945895737	10

DISTRICT RESPONSIBILITY

The Grade Level codes which do not agree must be corrected. If the Grade Level code on the Student Demographic record is correct, then the Grade Level code on the Student Course record must be updated so that it agrees. If the Grade Level code on the Student Course record is correct, then the Student Demographic record must be updated so that the Grade Level codes agree.

61.   During Surveys 1 through 4 if FTE Reported, Course is greater than zero and the student is less than 3 years old, then Grade Level must be PK and FEFP Program Number must be 101, 111 or 254-255. -state validation/NULL-

FTE Reported, Course set to NULL after the close of the State Records Processing Cycle

EXAMPLE

If the Birth Date on the matching Student Demographic records for each of the Student Course records listed below indicates that the student's age is less than 3, then the record marked with an asterisk would fail the edit because the correct relationship between Grade Level code, FEFP Program Number and FTE Reported, Course does not exist.

Florida Education Identifier	Section Number	FEFP Program Number	FTE Reported, Course	Grade Level
FL340945895734	00100	254	0834	PK
FL340945895734	00200	101	0012	PK
* FL340945895734	00500	999	0834	PK
FL340945895734	A1500	111	0834	PK

DISTRICT RESPONSIBILITY

The district must correct the records so that the correct relationship between Grade Level, FEFP Program Number and FTE Reported, Course exists.

66.   If Period Number is not 9800 and

If School Number, Current Instruction/Service is not a private school number on a record with Survey Period Code = 2 or 3,

Then each Student Course record must have a matching Teacher Course record based on the key fields of District Number, Current Instruction/Service; School Number, Current Instruction/ Service; Survey Period Code; Fiscal Year; Course Number; Section Number; Period Number; and Term. -state validation/NULL-

FTE Reported, Course set to NULL following the close of the State Records Processing Cycle

> **EXAMPLE**
>
> The first and second Student Course records listed below would pass this edit. The third Student Course Schedule would be flagged in error because of the failure to have a matching Teacher Course Schedule based on the keys of District Number, Current Instruction/Service; School Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Course Number; Section Number; Period Number; and Term.

Student Course Records

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Florida Education Identifier	Survey Period Code	Fiscal Year	Course Number	Sec. No.	Period Number	Term
01	0421	FL340945895734	2	****	1200330	00200	0404	1
01	0421	FL340945895735	2	****	1200330	00200	0404	1
* 01	0421	FL340945895736	2	****	1200330	00100	0303	1

Teacher Course Records

District Number, Current Instruction/ Services	School Number, Current Instruction/ Services	Survey Period Code	Fiscal Year	Course Number	Section Number	Period Number	Term	Social Security Number
01	0421	2	****	1200330	00200	04041		0000291125
01	0421	2	****	1200330	00100	02021		0000291125

   **** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

If the Student Course record is valid, submit the Matching Teacher Course Schedule record for that class. If the Student Course record is invalid, delete the record from the database. If an error has been made in one or more of the data elements required to match on either the Student Course record or the Teacher Course record, then the record(s) should be corrected so that the two types of records match for each of the data elements of District Number, Current Instruction/Service; School Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Course Number; Section Number; Period Number; and Term.

67. Each Student Course Schedule must have a matching Student Demographic record based on District Number, Current Enrollment; School Number, Current Enrollment; Florida Education Identifier (FLEID); Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service. -state validation/NULL-

FTE Reported, Course set to NULL for ALL Student Course Schedule records for this student

EXAMPLE

The Student Course Schedule listed below which is marked with an asterisk would fail the edit above because it does not have a matching Student Demographic record.

Student Demographic records

District Number, Current Instruction/ Service	District Number, Current Enrollment	Florida Education Identifier	School Number, Current Enrollment	Survey Period Code	Fiscal Year
01	01	FL340945895734	0021	3	****
01	01	FL340945895735	0021	3	****
01	01	FL340945895736	0021	3	****

Student Course records

District Number, Current Instruction/ Service	District Number, Current Enrollment	School Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Fiscal Year
01	01	0021	FL340945895734	3	****
01	01	0021	FL340945895735	3	****
* 01	01	0321	FL340945895736	3	****

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district must verify the various key comparisons from the Student Course record, correct those in error and resubmit the correction. For more detailed explanation of the proper submission of the various keys, consult the front pages of both the Student Demographic Information and Student Course Schedule formats.

69.   If Survey Period Code = 1-4, each Student Course Schedule record with FEFP Program Number equal to 111-113 or 254-255 must have a matching Exceptional Student record based on District Number, Current Enrollment; School Number, Current Enrollment; Florida Education Identifier (FLEID); Survey Period Code and Fiscal Year unless Survey Period Code = 2 or 3 and School Number, Current Instruction/Service is a private school number.
-state validation/NULL-

FTE Reported, Course set to NULL for all Student Course Schedule records for this student

EXAMPLE

The Student Course Schedule listed below which is marked with an asterisk would fail the edit above because it does not have a matching Exceptional Student record.

Exceptional Student records

District Number, Current Enrollment	School Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Fiscal Year
01	0021	FL340945895734	2	****
01	0021	FL340945895735	2	****
01	0021	FL340945895736	2	****

Student Course Schedule records

District Number, Current Enrollment	School Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Fiscal Year	FEFP Program Number
01	0021	FL340945895734	2	****	111
01	0021	FL340945895735	2	****	112
01	0021	FL340945895736	2	****	113
* 01	0021	FL340945895737	2	****	254

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

If the Student Course Schedule record is valid, the district must submit the matching Exceptional Student record. If the Student Course Schedule record is invalid, the district must either delete the record or correct the invalid elements.

72.   If FEFP Program Number equals 130, then English Language Learners, PK-12 on the Student Demographic Information record (matched on District Number, Current Enrollment; School Number, Current Enrollment; Florida Education Identifier (FLEID); Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service) must equal to LY or LP. –state validation/NULL-

FTE Reported, Course set to NULL after the close of the State Records Processing cycle.

EXAMPLE

The second and third records below would pass this edit. The first and fourth records listed below and flagged with asterisks would cause error messages to be generated because the English Language Learners, PK-12 code does not equal to LY nor LP. If the error is not corrected by the end of the state processing period, the FTE Reported, Course will be sent to NULL.

Student Course Schedule records

Florida Education Identifier	FEFP Program Number	Course Number
* FL340945895734	130	1200310
FL340945895735	130	1200310
FL340945895736	130	1200310
* FL340945895737	130	1200310

Student Demographic Information records

Florida Education Identifier	English Language Learners, PK-12
* FL340945895734	LF
FL340945895735	LY
FL340945895736	LP
* FL340945895737	LN

DISTRICT RESPONSIBILITY

The district must review the FEFP Program Number and English Language Learners, PK-12 codes and correct the codes that are in error. If the end of the state processing cycle has occurred and the FTE Reported, Course has been changed to a NULL value, then the district must also resubmit the Student Course Schedule record with the proper FTE Reported, Course.

→ 73. For Surveys 2 and 3;
- **if School Number, Current Enrollment is not N998, nor N999; and**
- **if School Number, Current Instruction/Service is not 0500, 0600 nor 0700 within District Number, Current Instruction/Service 71, and**
- **if FTE Reported, Course is greater than zero, and**
- **if the student has a Withdrawal Code, PK-12 of DNE on a Prior School Status/Student Attendance record, or if there is no matching Prior School Status/Student Attendance record,**

then FTE Reported, Course is set to NULL after the close of the state records processing cycle.

The match should be made using Year (School and Fiscal), Survey Period Code, District Number, Current Enrollment and Florida Education Identifier (FLEID). If the student has more than one Prior School Status/Student Attendance record, the match should be made to the record with the most recent Entry (Re-entry) Date. -state validation/NULL-

EXAMPLE

In the example below all FTE Reported, Course amounts would be set to null after the end of the state processing period except for the FTE Reported in the third record. Student Course Schedule records should not be submitted for a student with a "Did Not Enter" Withdrawal Code.

Prior School Status/Student Attendance records
:

School Year	Survey Period Code	District Number, Current Enrollment	Florida Education Identifier	Withdrawal Code, PK-12
****	2	03	FL340945895734	DNE
****	2	03	FL340945895735	DNE
****	2	03	FL340945895736	ZZZ
****	2	03	FL340945895737	DNE

Student Course Schedule records:

Fiscal Year	Survey Period Code	Florida Education Identifier	Section Number	FEFP Program Number	FTE Reported, Course
****	2	*FL340945895734	00100	103	0834
****	2	*FL340945895735	00200	101	0012
****	2	*FL340945895736	00500	102	0834
****	2	*FL340945895737	A1500	111	0834

**** = a valid School or Fiscal Year

DISTRICT RESPONSIBILITY

The district must delete the Student Course Schedule records if they were submitted in error or change the DNE Withdrawal Code if it is incorrect.

75.   If Course Number is 7650030 (Prekindergarten Disabilities: Age 0-2) then the student must be 0-2 years old. Age is determined using the student's Birth Date on the Student Demographic Information record and the Friday of Survey Week. Match the Student Course Schedule record with the Student Demographic Information record using the following fields: District Number, Current Enrollment; School Number, Current Enrollment; Florida Education Identifier (FLEID); Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service. -state validation-

EXAMPLE

The Student Course Schedule record listed below which is marked with an asterisk would cause a message to be generated because the Course Number is incorrect for the age of the student.

Student Course Schedule records

District Number, Current Enrollment	Year	Florida Education Identifier	Survey Period Code	Course Number
36	0910	FL340945895734	2	7650030
* 36	0910	FL340945895735	2	7650030
36	0910	FL340945895736	2	7650030

Student Demographic Information records

District Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Birth Date
36	FL340945895734	2	08202009
36	FL340945895735	2	12152006
36	FL340945895736	2	06152009

DISTRICT RESPONSIBILITY

The district must review both records and correct the record that is in error so that the appropriate relationship exists between Course Number and Birth Date.

80.   If the School Number, Current Instruction/Service does not begin with "P" and the Course Number is a vocational secondary Course Number (begins with 8 or 9) except for Course Number 8502000, then the FEFP Program Number must be 300, 102, 103, 112-113 or 254-255. -exception report-

EXAMPLE

The first record listed below meets the criteria specified in the above edit. The second and third records would cause a message to be generated because the FEFP Program Number is not the expected FEFP Program Number for the Course Number reported.

Florida Education Identifier	Dist. Num. Curr. Inst./ Serv.	Sch. Num. Curr. Inst./ Serv.	Svy. Per. Code	Fiscal Year	Course Number	Section Number	Period Number	FEFP Prog. Num.
FL340945895734	01	0421	2	****	8500310	00200	0404	300
* FL340945895734	01	0421	2	****	8206300	00200	0404	101
* FL340945895734	01	0421	2	****	8500380	00100	0505	111

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district should verify the FEFP Program Number and the Course Number and correct if in error.

81. Class Minutes, Weekly must not be greater than 2400. -exception report-

EXAMPLE

The first record listed below would pass this edit. The last three records would cause a message to be generated because Class Minutes, Weekly is greater than 2400.

Florida Education Identifier	Dist. Num., Curr. Inst./ Serv.	Sch. Num., Curr. Inst./ Serv.	Fiscal Year	Course Number	Section Number	Period Number	Class Minutes, Weekly
FL340945895734	01	0431	****	1211300	00100	0401	2400
* FL340945895735	01	0431	****	1211300	00100	0101	2500
* FL340945895736	01	0431	****	1211300	00100	0101	4800
* FL340945895737	01	0431	****	1211300	00100	0101	2424

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district should verify the Class Minutes, Weekly and correct if in error.

82.   If Course Number is 7650130 then the student must be 3-5 years old. Age is determined using the student's Birth Date on the Student Demographic Information record and the Friday of Survey Week. Match the Student Course Schedule record with the Student Demographic Information record using the following fields: District Number, Current Enrollment; School Number, Current Enrollment; Florida Education Identifier (FLEID); Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service. –exception report-

EXAMPLE

The Student Course Schedule record listed below which is marked with an asterisk would cause a message to be generated because the Course Number is inconsistent with the age of the student.

Student Course Schedule records

District Number, Current Enrollment	Year	Florida Education Identifier	Survey Period Code	Course Number
36	0910	FL340945895734	2	7650130
* 36	0910	FL340945895735	2	7650130
36	0910	FL340945895736	2	7650130

Student Demographic Information records

District Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Birth Date
36	FL340945895734	2	08202005
36	FL340945895735	2	12152008
36	FL340945895736	2	06052005

DISTRICT RESPONSIBILITY

The district must review both records and, if the data is incorrect, correct the record that is in error so that the appropriate relationship exists between Course Number and Birth Date.

83. Only one of the FEFP Program Numbers, 111-113 or 254-255, may be reported for a student in the same survey and Term. -exception report-

> **EXAMPLE**
>
> The records listed below would not pass this edit because more than one of the FEFP Program Numbers was reported for the same student in the same survey and the same Term.

Florida Education Identifier	Survey Period Code	FEFP Program Number	Term
* FL340945895734	2	111	1
* FL340945895734	2	111	1
* FL340945895734	2	111	1
* FL340945895734	2	254	1
* FL340945895734	2	111	1
* FL340945895734	2	111	1

DISTRICT RESPONSIBILITY

The district should verify the FEFP Program Numbers to determine if they have been reported accurately. The records should be corrected if in error. However, if it is determined that the FEFP Program Numbers were reported accurately, no action is necessary.

84.   If the Dual Enrollment Indicator equals to E on one Student Course Schedule record reported for a student, then each Student Course Schedule record with a postsecondary course number (begins with an alphabetic character) for that student must be coded with E in the Dual Enrollment Indicator field. Matching Student Course Schedule records for a student should be based on District Number, Current Instruction/Service; Florida Education Identifier (FLEID); Fiscal Year and Survey Period Code. –exception report-

EXAMPLE

The Student Course Schedule records listed below marked with an asterisk would fail this edit because the Dual Enrollment Indicator does not equal to "E" for all courses for the student.

Florida Education Identifier	Course Number	Dual Enrollment Indicator
FL340945895734	AMH9014	E
FL340945895734	MAT1201	E
FL340945895734	PSY1407	E
FL340945895734	SOC1011	E
* FL340945895735	AMH9001	E
* FL340945895735	MAT1207	A
* FL340945895735	PSY2011	B
* FL340945895735	SOC1022	E

DISTRICT RESPONSIBILITY

The district should review the status of the student regarding dual enrollment and correct the Dual Enrollment Indicator codes on the records that are in error.

STUDENT COURSE SCHEDULE – AGGREGATE EXCEPTION REPORTS

AA. **If Survey Period Code is 1-4 and district of instruction is 01-67, 72-75 or 80-82, and for any school that reported a student where Grade Level = KG-12, then there must be at least one KG-12 student coded A or B on the Reading Intervention Component element for each School Number, Current Instruction in the Master School Identification (MSID) file.** **– aggregate exception report-**

EXAMPLE

School Number 0021 has 973 total Student Course Schedule records but all records have a N code on the Reading Intervention Component element. An error message is generated for School Number 0021 on the exception report indicating that the district failed this exception edit. It is expected that the school will have one or more students receiving reading intervention services.

DISTRICT RESPONSIBILITY

The district must review the records and correct the Reading Intervention Component element on the records that are in error.