

**THE FOLLOWING CHANGES ARE FOR
FISCAL YEAR
1314**

STUDENT COURSE TRANSCRIPT INFORMATION - REJECT RULES

-  14. Course Flag must be 2-4, 7-9, G-I, N, P, T, W, X, * or blank. -record rejected-

EXAMPLE

In the example below, records one and three would be loaded to the data base assuming no other reject rules would cause the records to be rejected. Record two would be rejected since the Course Flag contains invalid characters.

Course Number	Course Flag
1005300	HT
* 0900310	9S5
1302340	

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 data base, the district must correct the Course Flag entry and resubmit the record.

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS

Year: 2013-14

Data Element Number: **108125**

Data Element Name: **Certificate of Completion, Type**

The type of certificate of completion awarded to the student in lieu of a high school diploma.

Code	Definition/Example
W08	<p>Certificate of Completion, 24-Credit Option:</p> <p>Certificate awarded to students who have completed the 24-credit option per section 1003.4282, F.S. but failed to earn passing scores on the state approved graduation test or an alternate assessment or to achieve a cumulative grade point average of 2.0 on a 4.0 scale.</p>
W09	<p>Special Certificate of Completion:</p> <p>Certificate awarded to students who have been properly classified as educable mentally handicapped, trainable mentally handicapped, profoundly mentally handicapped, deaf or hard-of-hearing, specific learning disabled, orthopedically impaired, other health impaired, traumatic brain injured, language impaired, emotional/behavioral disabled, dual-sensory impaired, or autism spectrum disorder and who have met all applicable requirements prescribed by the local school board but are unable to meet the appropriate special state minimum requirements.</p>
W44	<p>Adult Certificate of Completion, 24-Credit Option:</p> <p>Certificate of Completion, see definition above (for W08), awarded to an adult student enrolled in the adult high school program.</p>
W53	<p>Adult Postsecondary Education Readiness Test (P.E.R.T.)-Eligible Certificate of Completion, 24-Credit Option:</p> <p>Certificate awarded to an adult student who completed all of the requirements to receive an adult standard high school diploma, including a cumulative grade point average of 2.0 on a 4.0 scale, except passing the state approved graduation test or alternate assessment. Students who receive this certificate of completion are eligible to take the Postsecondary Education Readiness Test and be admitted to remedial or credit courses at a state community college, as appropriate.</p>
W56	<p>Adult Certificate of Completion, 18-Credit ACCEL Option:</p> <p>Certificate awarded to adult students who have completed the 18-credits ACCEL option, section 1002.3105(3), F.S. but failed to earn passing scores on the state approved graduation test or an alternate assessment or to achieve a cumulative grade point average of 2.0 on a 4.0 scale.</p>
W57	<p>Adult Postsecondary Education Readiness Test (P.E.R.T.) – Eligible for Certificate of Completion, 18-Credit ACCEL Option</p> <p>Certificate awarded to adult students who have completed all requirements for an adult standard high school diploma, based on the 18-credit ACCEL option, including a cumulative grade point average of 2.0 on a 4.0 scale, except for passage of the state approved graduation test or alternate assessment. Students who receive a P.E.R.T. -Eligible certificate of completion are allowed to take the Postsecondary Education Readiness Test (P.E.R.T.)-and be admitted to remedial or credit courses at a state community college, as appropriate.</p>
W8A	<p>Postsecondary Education Readiness Test (P.E.R.T.)-Eligible Certificate of Completion, 24-Credit Option:</p> <p>Certificate awarded to students who have completed all requirements for the standard high school diploma,</p>

Data Element Number: **108125**

Data Element Name: **Certificate of Completion, Type**

including a cumulative grade point average of 2.0 on a 4.0 scale, except for passage of the state approved graduation test or alternate assessment. Students who receive a P.E.R.T. -Eligible certificate of completion are allowed to take the Postsecondary Education Readiness Test (P.E.R.T.)-and be admitted to remedial or credit courses at a state community college, as appropriate.

W8B Certificate of Completion, 18-Credit ACCEL Option:

Certificate awarded to students who have completed the 18-credits ACCEL option, section 1002.3105(3), F.S. but failed to earn passing scores on the state approved graduation test or an alternate assessment or to achieve a cumulative grade point average of 2.0 on a 4.0 scale.

W8C Postsecondary Education Readiness Test (P.E.R.T.)-Eligible for Certificate of Completion, – 18-Credit ACCEL Option

Certificate awarded to students who have completed all requirements for the standard high school diploma, based on the 18-credit ACCEL option, including a cumulative grade point average of 2.0 on a 4.0 scale, except for passage of the state approved graduation test or alternate assessment. Students who receive a P.E.R.T. - Eligible certificate of completion are allowed to take the Postsecondary Education Readiness Test (P.E.R.T.)- and be admitted to remedial or credit courses at a state community college, as appropriate.

ZZZ Not applicable.

Length: 3

Data Type: Alphanumeric

Year Implemented: 9192

State Standard: Yes

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: Yes

Required Grades: 12, Adult

Programs Required:

All Programs

Workforce Development

Formats Required:

Student End of Year Status DB9 17x

WDIS Student End of Term Status DB9 50x

Surveys Required:

Survey 5 Yes

Survey F Yes

Survey W Yes

Survey S Yes

Data Element Number: **108125**

Data Element Name: **Certificate of Completion, Type**

Appendixes:

None

Description of Changes:

7/22/2014	Codes	Updates to the definition of codes.
5/28/2014	Codes	Addition of codes for 18 credit ACCEL option, and added language specific to 24 credit options.
10/31/2013	Codes	W53 – Update the definition and replaced the ‘College Placement Test’ with the Postsecondary Education Readiness Test
7/1/2013	Codes	CPT is replaced with PERT (Postsecondary Education Readiness Test)

FLORIDA DEPARTMENT OF EDUCATION
 DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
 AUTOMATED STUDENT INFORMATION SYSTEM
 AUTOMATED STUDENT DATA ELEMENTS

Year: 2013-14

Data Element Number: **114025**

Data Element Name: **Diploma Type**

The type of diploma awarded to the student upon high school graduation.

Code	Definition/Example
W06	Standard High School Diploma
W07	Special Diploma (option one)
W10	State of Florida High School Performance-Based Diploma (GED and State Approved Graduation Test)
W27	Special Diploma (option two)
W43	Adult Standard High School Diploma
W45	Adult State of Florida Diploma (GED)
W52	Adult Standard High School Diploma (Alternate Assessment)
W54	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)), 18 Credit Option
W55	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)) Alternate Assessment, 18 Credit Option
W6A	Standard High School Diploma (College Prep Option) NOTE: This will not be a valid diploma option after the 2014-15 school year.
W6B	Standard High School Diploma (Career Prep Option) NOTE: This will not be a valid diploma option after the 2014-15 school year.
WFA	Standard High School Diploma (College Prep Option and Alternate Assessment) NOTE: This will not be a valid diploma option after the 2014-15 school year.
WFB	Standard High School Diploma (Career Prep Option and Alternate Assessment) NOTE: This will not be a valid diploma option after the 2014-15 school year.
WFT	Standard High School Diploma (Alternate Assessment)
WFW	Standard High School Diploma (FCAT waiver)
WGA	State of Florida High School Performance-Based Diploma (GED and Alternate Assessment)
WGD	State of Florida Diploma (GED Exit Option Model Program, GED only)
WXL	Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) options.

Data Element Number: 114025

Data Element Name: **Diploma Type**

WXT Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) alternate assessment score.

WXW Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) statewide assessment waiver.

ZZZ Not applicable

Terms:

Adult Standard High School Diplomas

Diploma awarded to adult students, enrolled in a school district adult high school program, who have earned passing scores on the state approved graduation tests, successfully completed the minimum number of academic credits as identified in s. 1003.4282 (7) F.S.; achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the local school board. (W43)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have earned passing scores on the state approved graduation tests through an alternative assessment, successfully completed the minimum number of academic credits as identified in s. 1003.4282 (7) F.S.; achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the local school board. (W45)

Diplomas awarded to adult students who have satisfied the state approved graduation test requirement through an alternate assessment and successfully met all other requirements for a standard diploma, s. 1003.4282, F.S. A Florida Department of Education approved standardized test for which scores that are concordant with the passing scores on the state approved graduation test may be used to satisfy graduation requirements for a standard diploma, (s. 1008.22(9), F.S.). (W52)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18 Credit Option, s. 1002.3105(3), F.S., including earning passing scores on the state approved graduation tests. (W54)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18 Credit Option, s. 1002.3105(3), F.S., and satisfied the state graduation test requirement through an approved state alternative assessment score. (W55)

Differentiated Diploma:

Diploma awarded in lieu of the standard diploma to those students exceeding the prescribed minimums. Differentiated diplomas are to be recorded as standard diplomas (W06).

Special Diploma:

Diploma awarded to students who have been properly identified as intellectually disabled, deaf or hard-of-hearing, specific learning disabled, emotional/behavioral disabled, orthopedically impaired, dual sensory impaired, other health impaired, traumatic brain injury, autism spectrum disorder, or language impaired. Effective with the 1994-95 school year, school boards may award Special Diplomas based on two (2) options.

- a) Option one shall include procedures for determining and certifying mastery of student performance standards for exceptional students as prescribed in Rule 6A-1.09961(1)(a), FAC. (W07)
- b) Option two shall include procedures for determining and certifying mastery of demonstrated employment and community competencies in accordance with Rule 6A-1.09961(1)(b), FAC. (W27)

Standard Diploma using an Alternate Assessment:

Standard diploma awarded to students who have satisfied the state approved graduation test requirement

Data Element Number: 114025

Data Element Name: **Diploma Type**

through an alternate assessment, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or Section 1003.428, F.S., achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the state or the local school board. (WFT)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit college preparatory graduation option and who have satisfied the state approved graduation test requirement through an alternate assessment. (WFA)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit career preparatory graduation option and who have satisfied the state approved graduation test requirement through an alternate assessment. (WFB)

*Note: A Florida Department of Education approved standardized test for which scores that are concordant with the passing scores on the state approved graduation test may be used to satisfy graduation requirements for a standard diploma, (Section 1008.22(9), F.S.).

Standard Diploma:

Diploma awarded to students who have earned passing scores on the state approved graduation test, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or Section 1003.428, F.S., achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the state or the local school board. (W 06)

Standard diploma awarded to students with disabilities who have received an FCAT waiver, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or Section 1003.428, F.S., achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the state or the local school board. (WFW)

Standard diploma awarded to students who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(3). (WXL)

Any student who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(3) and satisfied the state graduation test requirement through an approved state alternate assessment score. (WXT)

Any student with disabilities who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(3) and satisfied the state graduation test requirement with an approved statewide assessment waiver. (WXW)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit college preparatory graduation option and passed the state approved graduation test. (W 6A)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit career preparatory graduation option and passed the state approved graduation test. (W 6B)

Diploma awarded to adult students who have earned passing scores on the state approved graduation test, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or completed any other requirements prescribed by the state or the local school board. (W 43)

State of Florida Diploma (GED):

Diploma awarded to students based on the student's satisfactory completion of the General Education Development Test.

a) Diploma awarded to high school students who successfully completed the GED Exit Option Model Program requirements, successfully passed the GED, but did not pass the state approved graduation test. (WGD)

b) Diplomas awarded to adult students should be recorded as W45.

Data Element Number: **114025**

Data Element Name: **Diploma Type**

NOTE: This information can be derived from the attendance system.

NOTE: This information can be derived from the attendance system.

State of Florida High School Performance-Based Diploma

Performance-based diploma awarded to students who successfully completed the GED Exit Option Model Program requirements and have passed the GED Tests and the state approved graduation test. (W10)

Performance-based diploma awarded to students who have successfully completed the GED Exit Option Model Program requirements, passed the GED Tests, and who have satisfied the state approved graduation test requirement through an alternate assessment*. (WGA)

Note: Students in the GED Exit Option Model must be in the 10th grade or higher in order to take the state approved graduation test.

Length: 3

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: Yes

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: 12

Programs Required:

All Programs

Workforce Development

Formats Required:

Student End of Year Status DB9 17x

WDIS Student End of Term Status DB9 50x

Surveys Required:

Survey 5 Yes

Survey F Yes

Survey W Yes

Survey S Yes

Appendixes:

None

Data Element Number: 114025

Data Element Name: Diploma Type

Description of Changes:

7/22/2014	Codes	Update of the "Definition/Example" of the WGD code. Modification of notes to "Standard Diploma using an Alternate Assessment" and addition of notes for "Adult Standard High School Diplomas"
5/28/2014	Codes	Addition of adult standard HS diploma codes W54 and W55 to include 18 credit option . Specified 24 credit option for W43. Updated "notes" for W6A, W6B, WFA, WFB.
1/30/2014	Codes	WXT and WXW standard diploma types added
10/31/2013	Codes	W6A and W6B – Added a note within the definition of the codes.
9/17/2013	Notes	Added note for diploma type: WXL.
9/17/2013	Codes	Addition of new diploma type: WXL.
7/1/2013	Codes	The definitions for codes W10 and WGA are modified. They are not diploma codes.
6/1/2012	Notes	Revised description of Special Diploma under Terms. Deleted educable, trainable and profoundly mentally handicapped and replaced with intellectually disabled.

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS

Year: 2013-14

Data Element Number: **125625**

Data Element Name: **Grade Point Average State, Cumulative**

The numeric value (with an implied decimal point) of the student's cumulative grade point average calculated on an unweighted 4.0 scale, if different from the Grade Point Average District, Cumulative.

The Grade Point Average State, Cumulative is used to determine if the student has met the state high school graduation requirements of a minimum of 24 credits and a 2.0 GPA based on a 4.0 scale. See Section 1003.4282, F.S., for general requirements for high school graduation.

This grade point average is calculated as specified in Section 1003.437, F.S., by assigning quality points of "A" = 4, "B" = 3, "C" = 2, "D" = 1, "F" = 0, and "Incomplete" = 0 to the letter grades displayed on the automated permanent record ("+" and "-" signs are ignored). Grades of NG (No Grade Assigned), WP (Withdrew Passing), and WF (Withdrew Failing) are not applicable for inclusion in the Grade Point Average State, Cumulative.

If the district's Cumulative Grade Point Average for the student is based on a different scale than the 4.0 scale noted above, the district must calculate a Grade Point Average State, Cumulative.

The Grade Point Average District, Cumulative and the Grade Point Average State, Cumulative, if different from the district's average, will be displayed on the automated permanent record and the transcript. This State Grade Point Average will be used for all state-defined functions. See Section 1003.437, F.S., for the statewide grading scale.

Code	Definition/Example
NNNNN	Examples: 36250 Grade Point Average = 3.6250 00000 Grade Point Average = 0.0000 99999 Not applicable

Examples of Not Applicable:

A student withdrew from all courses before a grade was assigned (NG).

A student withdrew from all district courses before grades were calculated (WP or WF).

A student enrolls only in non-credit courses and is not assigned grades (NG).

Notes:

GPA State, Cumulative must be reported for all students in grades 9-12 and should be reported for any students in grades 6-8 where it is applicable.

A GPA State, Cumulative of 99999 indicates that a student received no grades in the courses completed.

Grades of Incomplete should be included as zeros in the calculation of GPA State, Cumulative.

Program Note:

All Programs Grades 9-12 (mandatory)

All Programs Grades 6-8 (optional)

Length:	5
Data Type:	Numeric
Year Implemented:	9293
State Standard:	Yes
Use Types:	
State Reporting:	Yes
Local Accountability:	Yes

Data Element Number: **125625**

Data Element Name: **Grade Point Average State, Cumulative**

FASTER: Yes

Migrant Tracking: No

Required Grades: 06-12

Programs Required:

All Programs

Formats Required:

Student End of Year Status DB9 17x

Surveys Required:

Survey 5 Yes

Appendixes:

None

Description of Changes:


7/22/2014 Definition

Updated reference to Florida Statue for high school graduation from Section 1003.43 F.S. to Section 1003.4282, F.S.

None

**THE FOLLOWING CHANGES ARE FOR
FISCAL YEAR
1415**

STAFF DEMOGRAPHIC INFORMATION - STATE VALIDATION RULES

39. If Survey Period Code is 3 and if the employee's Job Code places the employee on lines 21-33, inclusive, of the Public Schools Staff Survey - EEO-5, and if the Job Code is not 51080, 52080, 53080, 54080, 55080 or 59080 (Substitute Teachers), and if Employee Type is RF, RP or TF, and if Employment Date, Original Position is on or after July 1 of the current fiscal year, then the Personnel Evaluation code must be C-H. -state validation-

EXAMPLE

The first record listed below would cause an error message to be generated because the Personnel Evaluation code is Z for an instructional, regular full-time employee whose Employment Date, Original Position is after July 1 of the current fiscal year. The second record would pass the edit because the Personnel Evaluation code is appropriate for the instructional, regular full-time employee.

District Number	Social Security Number	Survey Period Code	Fiscal Year	Job Code	Employee Type	Employment Date, Original Position	Personnel Evaluation
*03	123456789	3	****	51071	RF	****0822	Z
03	444332222	3	****	52003	RF	****0725	D

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

DISTRICT RESPONSIBILITY

The district must determine which data are in error and revise the record(s) in error so the correct relationship exists between the codes.

STUDENT DEMOGRAPHIC – REJECT RULES

(New Edit for 1415)

19. If Survey Period Code is 2, 3, or 5, and English Language Learners, PK-12 code = LY or LP, then Date Entered United States School must be numeric and a valid date in the format MMDDYYYY. Date Entered United States School may be 00000000 for all others. (This edit does not apply to Survey Periods 6 and 8.)
-record rejected-

EXAMPLE

Each of the records listed below would be rejected. The first record would be rejected because Date Entered United States School is not numeric; the second record would be rejected because Date Entered United States School is 00000000 and English Language Learners, PK-12 code = LY; the third record would be rejected because Date Entered United States School is an invalid date.

Student Number Identifier, Florida	Survey Period Code	Year	Date Entered United States School	English Language Learners, PK-12
* 012345678X	2	****	ZZZZZZZZ	LF
* 012345679X	2	****	00000000	LY
* 012345680X	2	****	02302005	LP

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

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 data base, the district must correct the information for Date Entered United States School or English Language Learners, PK-12 and resubmit the records.

STUDENT COURSE TRANSCRIPT INFORMATION - REJECT RULES

- ➔ 14. Course Flag must be 2-4, 7-9, G-I, N, P, T, W, X, * or blank. -record rejected-

EXAMPLE

In the example below, records one and three would be loaded to the data base assuming no other reject rules would cause the records to be rejected. Record two would be rejected since the Course Flag contains invalid characters.

Course Number	Course Flag
1005300	HT
* 0900310	9S5
1302340	

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 data base, the district must correct the Course Flag entry and resubmit the record.

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS

Year: 2014-15

Data Element Number: **108125**

Data Element Name: **Certificate of Completion, Type**

The type of certificate of completion awarded to the student in lieu of a high school diploma.

Code	Definition/Example
W08	<p>Certificate of Completion, 24-Credit Option:</p> <p>Certificate awarded to students who have completed the 24-credit option per section 1003.4282, F.S. but failed to earn passing scores on the state approved graduation test or an alternate assessment or to achieve a cumulative grade point average of 2.0 on a 4.0 scale.</p>
W09	<p>Special Certificate of Completion:</p> <p>Certificate awarded to students who have been properly classified as educable mentally handicapped, trainable mentally handicapped, profoundly mentally handicapped, deaf or hard-of-hearing, specific learning disabled, orthopedically impaired, other health impaired, traumatic brain injured, language impaired, emotional/behavioral disabled, dual-sensory impaired, or autism spectrum disorder and who have met all applicable requirements prescribed by the local school board but are unable to meet the appropriate special state minimum requirements.</p>
W44	<p>Adult Certificate of Completion, 24-Credit Option:</p> <p>Certificate of Completion, see definition above (for W08), awarded to an adult student enrolled in the adult high school program.</p>
W53	<p>Adult Postsecondary Education Readiness Test (P.E.R.T.)-Eligible Certificate of Completion, 24-Credit Option:</p> <p>Certificate awarded to an adult student who completed all of the requirements to receive an adult standard high school diploma, including a cumulative grade point average of 2.0 on a 4.0 scale, except passing the state approved graduation test or alternate assessment. Students who receive this certificate of completion are eligible to take the Postsecondary Education Readiness Test and be admitted to remedial or credit courses at a state community college, as appropriate.</p>
W56	<p>Adult Certificate of Completion, 18-Credit ACCEL Option:</p> <p>Certificate awarded to adult students who have completed the 18-credits ACCEL option, section 1002.3105(3), F.S. but failed to earn passing scores on the state approved graduation test or an alternate assessment or to achieve a cumulative grade point average of 2.0 on a 4.0 scale.</p>
W57	<p>Adult Postsecondary Education Readiness Test (P.E.R.T.) – Eligible for Certificate of Completion, 18-Credit ACCEL Option</p> <p>Certificate awarded to adult students who have completed all requirements for an adult standard high school diploma, based on the 18-credit ACCEL option, including a cumulative grade point average of 2.0 on a 4.0 scale, except for passage of the state approved graduation test or alternate assessment. Students who receive a P.E.R.T. -Eligible certificate of completion are allowed to take the Postsecondary Education Readiness Test (P.E.R.T.)-and be admitted to remedial or credit courses at a state community college, as appropriate.</p>
W8A	<p>Postsecondary Education Readiness Test (P.E.R.T.)-Eligible Certificate of Completion, 24-Credit Option:</p> <p>Certificate awarded to students who have completed all requirements for the standard high school diploma,</p>

Data Element Number: **108125**

Data Element Name: **Certificate of Completion, Type**

including a cumulative grade point average of 2.0 on a 4.0 scale, except for passage of the state approved graduation test or alternate assessment. Students who receive a P.E.R.T. -Eligible certificate of completion are allowed to take the Postsecondary Education Readiness Test (P.E.R.T.)-and be admitted to remedial or credit courses at a state community college, as appropriate.

W8B Certificate of Completion, 18-Credit ACCEL Option:

Certificate awarded to students who have completed the 18-credits ACCEL option, section 1002.3105(3), F.S. but failed to earn passing scores on the state approved graduation test or an alternate assessment or to achieve a cumulative grade point average of 2.0 on a 4.0 scale.

W8C Postsecondary Education Readiness Test (P.E.R.T.)-Eligible for Certificate of Completion, – 18-Credit ACCEL Option

Certificate awarded to students who have completed all requirements for the standard high school diploma, based on the 18-credit ACCEL option, including a cumulative grade point average of 2.0 on a 4.0 scale, except for passage of the state approved graduation test or alternate assessment. Students who receive a P.E.R.T. - Eligible certificate of completion are allowed to take the Postsecondary Education Readiness Test (P.E.R.T.)- and be admitted to remedial or credit courses at a state community college, as appropriate.

ZZZ Not applicable.

Length: 3

Data Type: Alphanumeric

Year Implemented: 9192

State Standard: Yes

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: Yes

Required Grades: 12, Adult

Programs Required:

All Programs

Workforce Development

Formats Required:

Student End of Year Status DB9 17x

WDIS Student End of Term Status DB9 50x

Surveys Required:

Survey 5 Yes

Survey F Yes

Survey W Yes

Survey S Yes

Data Element Number: **108125**

Data Element Name: **Certificate of Completion, Type**

Appendixes:

None

Description of Changes:

7/22/2014	Codes	Updates to the definition of codes.
5/28/2014	Codes	Addition of codes for 18 credit ACCEL option, and added language specific to 24 credit options.
10/31/2013	Codes	W53 – Update the definition and replaced the ‘College Placement Test’ with the Postsecondary Education Readiness Test
7/1/2013	Codes	CPT is replaced with PERT (Postsecondary Education Readiness Test)

FLORIDA DEPARTMENT OF EDUCATION
 DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
 AUTOMATED STUDENT INFORMATION SYSTEM
 AUTOMATED STUDENT DATA ELEMENTS

Year: 2014-15

Data Element Number: **114025**

Data Element Name: **Diploma Type**

The type of diploma awarded to the student upon high school graduation.

Code	Definition/Example
W06	Standard High School Diploma
W07	Special Diploma (option one)
W10	State of Florida High School Performance-Based Diploma (GED and State Approved Graduation Test)
W27	Special Diploma (option two)
W43	Adult Standard High School Diploma (24-credit option)
W45	Adult State of Florida Diploma (GED)
W52	Adult Standard High School Diploma (Alternate Assessment)
W54	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)), 18 Credit Option
W55	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)) Alternate Assessment, 18 Credit Option
W6A	Standard High School Diploma (College Prep Option) NOTE: This will not be a valid diploma option after the 2014-15 school year.
W6B	Standard High School Diploma (Career Prep Option) NOTE: This will not be a valid diploma option after the 2014-15 school year.
WFA	Standard High School Diploma (College Prep Option and Alternate Assessment) NOTE: This will not be a valid diploma option after the 2014-15 school year.
WFB	Standard High School Diploma (Career Prep Option and Alternate Assessment) NOTE: This will not be a valid diploma option after the 2014-15 school year.
WFT	Standard High School Diploma (Alternate Assessment)
WFW	Standard High School Diploma (FCAT waiver)
WGA	State of Florida High School Performance-Based Diploma (GED and Alternate Assessment)
WGD	State of Florida Diploma (GED Exit Option Model Program, GED only)
WXL	Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) options.

Data Element Number: 114025

Data Element Name: **Diploma Type**

WXT Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) alternate assessment score.

WXW Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) statewide assessment waiver.

ZZZ Not applicable

Terms:

Adult Standard High School Diplomas

Diploma awarded to adult students, enrolled in a school district adult high school program, who have earned passing scores on the state approved graduation tests, successfully completed the minimum number of academic credits as identified in s. 1003.4282 (7) F.S.; achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the local school board. (W43)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have earned passing scores on the state approved graduation tests through an alternative assessment, successfully completed the minimum number of academic credits as identified in s. 1003.4282 (7) F.S.; achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the local school board. (W45)

Diplomas awarded to adult students who have satisfied the state approved graduation test requirement through an alternate assessment and successfully met all other requirements for a standard diploma, s. 1003.4282, F.S. A Florida Department of Education approved standardized test for which scores that are concordant with the passing scores on the state approved graduation test may be used to satisfy graduation requirements for a standard diploma, (s. 1008.22(9), F.S.). (W52)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18 Credit Option, s. 1002.3105(3), F.S., including earning passing scores on the state approved graduation tests. (W54)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18 Credit Option, s. 1002.3105(3), F.S., and satisfied the state graduation test requirement through an approved state alternative assessment score. (W55)

Differentiated Diploma:

Diploma awarded in lieu of the standard diploma to those students exceeding the prescribed minimums. Differentiated diplomas are to be recorded as standard diplomas (W06).

Special Diploma:

Diploma awarded to students who have been properly identified as intellectually disabled, deaf or hard-of-hearing, specific learning disabled, emotional/behavioral disabled, orthopedically impaired, dual sensory impaired, other health impaired, traumatic brain injury, autism spectrum disorder, or language impaired. Effective with the 1994-95 school year, school boards may award Special Diplomas based on two (2) options.

a) Option one shall include procedures for determining and certifying mastery of student performance standards for exceptional students as prescribed in Rule 6A-1.09961(1)(a), FAC. (W07)

b) Option two shall include procedures for determining and certifying mastery of demonstrated employment and community competencies in accordance with Rule 6A-1.09961(1)(b), FAC. (W27)

Standard Diploma using an Alternate Assessment:

Standard diploma awarded to students who have satisfied the state approved graduation test requirement

Data Element Number: 114025

Data Element Name: **Diploma Type**

through an alternate assessment, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or Section 1003.428, F.S., achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the state or the local school board. (WFT)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit college preparatory graduation option and who have satisfied the state approved graduation test requirement through an alternate assessment. (WFA)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit career preparatory graduation option and who have satisfied the state approved graduation test requirement through an alternate assessment. (WFB)

*Note: A Florida Department of Education approved standardized test for which scores that are concordant with the passing scores on the state approved graduation test may be used to satisfy graduation requirements for a standard diploma, (Section 1008.22(9), F.S.).

Standard Diploma:

Diploma awarded to students who have earned passing scores on the state approved graduation test, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or Section 1003.428, F.S., achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the state or the local school board. (W 06)

Standard diploma awarded to students with disabilities who have received an FCAT waiver, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or Section 1003.428, F.S., achieved a cumulative grade point average of 2.0 on a 4.0 scale, and successfully completed any other requirements prescribed by the state or the local school board. (WFW)

Standard diploma awarded to students who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(3). (WXL)

Any student who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(3) and satisfied the state graduation test requirement through an approved state alternate assessment score. (WXT)

Any student with disabilities who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(3) and satisfied the state graduation test requirement with an approved statewide assessment waiver. (WXW)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit college preparatory graduation option and passed the state approved graduation test. (W 6A)

Standard diploma awarded to students who have met all of the requirements to graduate based on the 18-credit career preparatory graduation option and passed the state approved graduation test. (W 6B)

Diploma awarded to adult students who have earned passing scores on the state approved graduation test, successfully completed the minimum number of academic credits as identified in Section 1003.43, F.S. or completed any other requirements prescribed by the state or the local school board. (W 43)

State of Florida Diploma (GED):

Diploma awarded to students based on the student's satisfactory completion of the General Education Development Test.

a) Diploma awarded to high school students who successfully completed the GED Exit Option Model Program requirements, successfully passed the GED, but did not pass the state approved graduation test. (WGD)

b) Diplomas awarded to adult students should be recorded as W45.

Data Element Number: **114025**

Data Element Name: **Diploma Type**

NOTE: This information can be derived from the attendance system.

NOTE: This information can be derived from the attendance system.

State of Florida High School Performance-Based Diploma

Performance-based diploma awarded to students who successfully completed the GED Exit Option Model Program requirements and have passed the GED Tests and the state approved graduation test. (W10)

Performance-based diploma awarded to students who have successfully completed the GED Exit Option Model Program requirements, passed the GED Tests, and who have satisfied the state approved graduation test requirement through an alternate assessment*. (WGA)

Note: Students in the GED Exit Option Model must be in the 10th grade or higher in order to take the state approved graduation test.

Length: 3

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: Yes

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: 12

Programs Required:

All Programs

Workforce Development

Formats Required:

Student End of Year Status DB9 17x

WDIS Student End of Term Status DB9 50x

Surveys Required:

Survey 5 Yes

Survey F Yes

Survey W Yes

Survey S Yes

Appendixes:

None

Data Element Number: 114025

Data Element Name: Diploma Type

Description of Changes:

7/22/2014	Codes	Update of the "Definition/Example" of the WGD code. Modification of notes to "Standard Diploma using an Alternate Assessment" and addition of notes for "Adult Standard High School Diplomas"
5/28/2014	Codes	Addition of adult standard HS diploma codes W54 and W55 to include 18 credit option . Specified 24 credit option for W43. Updated "notes" for W6A, W6B, WFA, WFB.
1/30/2014	Codes	WXT and WXW standard diploma types added
10/31/2013	Codes	W6A and W6B – Added a note within the definition of the codes.
9/17/2013	Notes	Added note for diploma type: WXL.
9/17/2013	Codes	Addition of new diploma type: WXL.
7/1/2013	Codes	The definitions for codes W10 and WGA are modified. They are not diploma codes.
6/1/2012	Notes	Revised description of Special Diploma under Terms. Deleted educable, trainable and profoundly mentally handicapped and replaced with intellectually disabled.

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:
AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS

Year: 2014-15

Data Element Number: **125625**

Data Element Name: **Grade Point Average State, Cumulative**

The numeric value (with an implied decimal point) of the student's cumulative grade point average calculated on an unweighted 4.0 scale, if different from the Grade Point Average District, Cumulative.

The Grade Point Average State, Cumulative is used to determine if the student has met the state high school graduation requirements of a minimum of 24 credits and a 2.0 GPA based on a 4.0 scale. See Section 1003.4282, F.S., for general requirements for high school graduation.

This grade point average is calculated as specified in Section 1003.437, F.S., by assigning quality points of "A" = 4, "B" = 3, "C" = 2, "D" = 1, "F" = 0, and "Incomplete" = 0 to the letter grades displayed on the automated permanent record ("+" and "-" signs are ignored). Grades of NG (No Grade Assigned), WP (Withdrew Passing), and WF (Withdrew Failing) are not applicable for inclusion in the Grade Point Average State, Cumulative.

If the district's Cumulative Grade Point Average for the student is based on a different scale than the 4.0 scale noted above, the district must calculate a Grade Point Average State, Cumulative.

The Grade Point Average District, Cumulative and the Grade Point Average State, Cumulative, if different from the district's average, will be displayed on the automated permanent record and the transcript. This State Grade Point Average will be used for all state-defined functions. See Section 1003.437, F.S., for the statewide grading scale.

Code	Definition/Example
NNNNN	Examples: 36250 Grade Point Average = 3.6250 00000 Grade Point Average = 0.0000 99999 Not applicable

Examples of Not Applicable:

- A student withdrew from all courses before a grade was assigned (NG).
- A student withdrew from all district courses before grades were calculated (WP or WF).
- A student enrolls only in non-credit courses and is not assigned grades (NG).

Notes:
GPA State, Cumulative must be reported for all students in grades 9-12 and should be reported for any students in grades 6-8 where it is applicable.

A GPA State, Cumulative of 99999 indicates that a student received no grades in the courses completed.
Grades of Incomplete should be included as zeros in the calculation of GPA State, Cumulative.

Program Note:

All Programs Grades 9-12 (mandatory)

All Programs Grades 6-8 (optional)

Length:	5
Data Type:	Numeric
Year Implemented:	9293
State Standard:	Yes
Use Types:	
State Reporting:	Yes
Local Accountability:	Yes

Data Element Number: **125625**

Data Element Name: **Grade Point Average State, Cumulative**

FASTER: Yes

Migrant Tracking: No

Required Grades: 06-12

Programs Required:

All Programs

Formats Required:

Student End of Year Status DB9 17x

Surveys Required:

Survey 5 Yes

Appendixes:

None

Description of Changes:

7/22/2014 Data Length

Updated reference to Florida Statue for high school graduation from Section 1003.43 F.S. to Section 1003.4282, F.S.

None

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

NEW EDIT FOR 1415:

 **1C. If Incident, Type code is equal to HOM, then Victims of Homicide code must not be Z. -record rejected-**

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Incident, Type is HOM and Victims of Homicide code is Z.

District Number, Reporting District	School Number, Where Incident Occurred	Incident, Identifier	Incident, Type	Victims of Homicide
01	0271	AS000001	HOM	E
* 01	0271	SH000003	HOM	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 data base, the district must correct the relationship between Incident, Type and Victims of Homicide code and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

→ 17. If Survey Period Code = 1, 2, 4, 5, 7 or 9, then School Number, Zoned School must be filled with zeroes.

If Survey Period Code = 3 and


- District of Instruction is not 71 and
- School of Enrollment is in the range 0001-9899 but not 3518, 7001, 7004, 7006, 7023 and
- School Function/Setting is not D (DJJ) on MSID and
- Charter School Status is Z (not Charter) on MSID and
- Grade Level code is KG-12 and
- Accountability ESE Center is Y or Primary Service Type is B (Alternative Education) on MSID and
- Neglected, Delinquent Status is not (D) or (N) on MSID

→ then School Number, Zoned School must be an active school for the District Number, Zoned School on the Master School Identification file unless District of Instruction or District of Enrollment is 68 in which case School Number, Zoned School can also be zeroes.

Any other School of Enrollment can also report zeros for School Number, Zoned School.

(This edit does not apply to Survey Periods 6 and 8.) -record rejected-

STUDENT ASSESSMENT –REJECT RULES

 9. The Test Subject Content code must be a valid code, specified in Appendix L of the DOE Information Data Base Requirements Volume I-Automated Student Information System manual, for the Test Name/Code. -record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Test Subject Content code is invalid for the Test Code submitted. The third record would be rejected because the Test Subject Content code is blank.

Student Number Identifier, Florida	Test Code	Test Subject Content
123456789X	STA	11
* 223456789X	STA	03
* 323456789X	STA	

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 data base, the district must correct the Test Subject Content codes and resubmit the records.

STUDENT ASSESSMENT –REJECT RULES

Deleted for 1415

~~10. If Test Name is not APT, CAI, DIS or IBP then Test Score Type 1 must be LX, NC, PF or RS. If Test Name is APT, CAI, DIS, or IBP then Test Score Type 1 must be SS. record rejected-~~

~~EXAMPLE~~

~~The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Test Score Type 1 is not allowed for the Test Name reported.~~

Student Number	Test	Test	Score
Identifier,	Date	Name	Type 1
Florida	Date	Name	Type 1
123456789X	01192007	STA	NC
* 301741234X	01192007	STA	SS

~~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 data base, the district must correct the Test Score Type 1 or the Test Name and resubmit the record.~~

STUDENT ASSESSMENT –REJECT RULES

Deleted for 1415

~~12. Test Score Type 2 must be NP, SS or ZZ. –record rejected–~~

~~EXAMPLE~~

~~The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Test Score Type 2 is not SS or ZZ.~~

Student Number	Test	Test	Test
Identifier,	Test	Test	Score
Florida	Date	Name	Type 2
123456789X	01192007	STA	SS
* 301741234X	01192007	STA	NC

~~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 data base, the district must correct the Test Score Type 2 and resubmit the record.~~

STUDENT DEMOGRAPHIC – REJECT RULES

(New Edit for 1415)

19. If Survey Period Code is 1-4 or 5, and English Language Learners, PK-12 code = LY or LP, then Date Entered United States School must be numeric and a valid date in the format MMDDYYYY. Date Entered United States School may be 00000000 for all others. (This edit does not apply to Survey Periods 6 and 8.).
-record rejected-

EXAMPLE

Each of the records listed below would be rejected. The first record would be rejected because Date Entered United States School is not numeric; the second record would be rejected because Date Entered United States School is 00000000 and English Language Learners, PK-12 code = LY; the third record would be rejected because Date Entered United States School is an invalid date.

Student Number Identifier, Florida	Survey Period Code	Year	Date Entered United States School	English Language Learners, PK-12
* 012345678X	2	****	ZZZZZZZZ	LF
* 012345679X	2	****	00000000	LY
* 012345680X	2	****	02302005	LP

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

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 data base, the district must correct the information for Date Entered United States School or English Language Learners, PK-12 and resubmit the records.