THE FOLLOWING CHANGES ARE FOR FISCAL YEAR

1314

40.   The Salary, Annual must not be greater than $325,000.   -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, third and fourth records below would be rejected because the Salary, Annual is greater than $325,000.

District Number	Social Security Number	Survey Period Code	Fiscal Year	Job Code, Primary	Salary, Annual	Duty Days
03	123456780	2	****	51004	008350000	199
* 03	123456789	2	****	53007	037500000	244
* 03	123456781	2	****	63049	040000000	253
* 03	123456782	2	****	72000	046000000	365

**** = 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 Salary, Annual and resubmit the records for processing.

→ 3X. Diploma Designation must be S, M, B or N. -record rejected-

EXAMPLE

The first two records listed below would be written to the data base assuming no other reject rule would cause their rejection. The third record would be rejected since the Diploma Designation is not a valid code.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Diploma Designation
01	0021	012345677X	S
01	0021	012345678X	M
* 00	0021	012345679X	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 Diploma Designation and resubmit the record.

Year: 2013-14

Data Element Number: **197248**

Data Element Name: **Diploma Designation**

Definition: An indicator to designate each high school diploma, as applicable, the type of diploma designation the student has earned by meeting the criteria set forth for the designation according to f.s.1003.4285.

Code	Definition/Example
B	Both - Scholar and Merit – student has met the requirements of f.s.1003.428 and f.s.1003.4282, as applicable, in order to earn both designations.
M	Merit – student has met the requirements of f.s.1003.428 and f.s.1003.4282, as applicable, in order to earn the merit designation.
S	Scholar – student has met the requirements of f.s.1003.428 and f.s.1003.4282, as applicable, in order to earn the scholar designation.
Z	Not applicable

Length: 1
Data Type: Alphabetic
Year Implemented: 1314
State Standard: Yes
Use Types:
  State Reporting: Yes
  Local Accountability: Yes
  FASTER: Yes
  Migrant Tracking: No
Required Grades: 09-12
Programs Required:
  All Programs
Formats Required:
  Student End of Year Status DB9 17x

Surveys Required:
  Survey 5   Yes

Appendixes:
None

Data Element Number: **197248**

Data Element Name: **Diploma Designation**

Description of Changes:

  10/2/2013   New Element

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

Year: 2013-14

Data Element Number: **172875**

Data Element Name: **School Number, Current Instruction/Service**

The state assigned four-digit number of the school which provides instruction or services during the current school year.

Code	Definition/Example
0001-9899	District school sites assigned a unique number in the state Master School ID File.
7001	Virtual Instruction Program operated through a contract with a provider that is approved by the Department of Education under section 1002.45(2), F.S., the Florida Virtual School or a community college.
7004	Florida Virtual School Franchise participants as per 1002.37(2)(i), F.S.
7006	District Virtual Course Offerings as per section 1003.498(2), F.S.
7023	Virtual Instruction Program operated by the school district as per section 1002.45(1)(c)4, F.S.
9992	Private school students participating in Title I, Part C (Migrant) programs.
9993	Migrant (Title I, Part C) students served in a home education setting.
9994	Private school students served with Fund Source D (Title I, Part D, Neglected and Delinquent) funds or Title I Part A Neglected set-aside funds.
9995	Private school students participating in Title I, Part A programs.
9996	Students with disabilities who receive services at a private school from the public school district. Students reported must have a Services Plan and be placed by their parents at the private school. If the student is also served by Title I funds at the private school use 9996 rather than 9995.
9997	Migrant Non-Attenders – Reporting number for students identified as migrant, ages 3 through 21, who are not enrolled in school and have not graduated from high school.
C901-C928	DPS/MIS reporting number for public community colleges in Florida.
N999	DPS/MIS reporting number for out-of-state schools or PK-12 nonpublic in-state schools. Valid for Student Course Transcript Information format only.
P001-P999	DPS/MIS reporting number for eligible postsecondary nonpublic colleges and universities.
U970-U980	DPS/MIS reporting number for public state universities in Florida.

Note: Prior to 2011-12 students in school number 7023 were reported using school number 7001.

Data Element Number: **172875**

Data Element Name: **School Number, Current Instruction/Service**

See Appendix F: Florida Public Community College and State University Reporting Numbers.
Also see Appendix K: Private Postsecondary Institution Reporting Numbers.

Note: For McKay Scholarship Program participants use private school number found in dataset
DPS.DISTRICT.GH.70119.Yyyyy.

Length: 4

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: Yes

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: PK-12, Adult

Programs Required:
All Programs

Workforce Development

Formats Required:

Career and Technical Education Student Course Schedule DB9 16x

Career and Technical Education Teacher Course DB9 24x

Dropout Prevention Program Data DB9 11x

Federal/State Compensatory Project Evaluation DB9 18x

Student Additional Funding

Student Course Schedule DB9 14x

Teacher Course DB9 15x

WDIS Adult General Education Student Course DB9 48x

WDIS Adult General Education Test Record DB9 62x

WDIS Career and Technical Education Student Course Schedule DB9 47x

WDIS Student End of Term Status DB9 50x

WDIS Teacher Course DB9 49x

Surveys Required:

Survey 1 Yes

Survey 2 Yes

Survey 3 Yes

Survey 4 Yes

Survey 5 Yes

Survey F Yes

Survey W Yes

Data Element Number:　　**172875**

Data Element Name:　**School Number, Current Instruction/Service**

Survey S　　Yes

Survey G　　Yes

Survey X　　Yes

Appendixes:

None

Description of Changes:

10/3/2013	Codes	Added two (2) additional school codes to capture student served by Title I, Part C (Migrant).
7/1/2013	Formats Required	Added Student Additional Funding format.
5/21/2012	Grades Required	Correction
7/27/2011	Notes	A note was added describing the change made to school number 7001 in 2011-12 and the addition of school 7023 that resulted from this change.
7/27/2011	Codes	Added school number 7006 for school district virtual course offerings and school number 7023 for virtual instruction programs operated by the school district. These changes are in response to 2011 Legislative changes to virtual education.
7/27/2011	Codes	Revised definition of school number 7004 to include Florida statute number.
7/27/2011	Codes	Revised definition of school number 7001 to indicate that this is a virtual school whose provider is the Florida Virtual School, a community college or a provider approved by the Department of Education. Removed "school district" from name of school program.
6/1/2011	Codes	Updated code 9995 to include "Part A."

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

Year: 2013-14

Data Element Number: **172825**

Data Element Name: **School Number, Current Enrollment**

The state assigned four-digit school number in which the student is officially enrolled for graduation during the current school year.

Code	Definition/Example
0001-9899	District school sites assigned a unique number in the state Master School ID File.
3518	McKay Scholarship participants.
7001	Virtual Instruction Program operated through a contract with a provider that is approved by the Department of Education under 1002.45(2), F.S., the Florida Virtual School or a community college.
7004	Florida Virtual School Franchise participants as per 1002.37(2)(i), F.S.
7006	School District Virtual Course Offerings as per section 1003.498(2), F.S.
7023	Virtual Instruction Program operated by the school district as per section 1002.45(1)(c)4, F.S.
9992	Private school students participating in Title I, Part C (Migrant) programs.
9993	Migrant (Title I, Part C) students served in a home education setting.
9994	Private school students served with Fund Source D (Title I, Part D, Neglected and Delinquent) funds or Title I, Part A, Neglected set-aside funds.
9995	Private school students participating in Title I, Part A programs.
9997	Migrant Non-Attenders – Reporting number for students identified as migrant, ages 0 through 21, who are not enrolled in school and have not graduated from high school.
N998	Reporting number for home education setting
N999	Reporting number for out-of-state or PK-12 nonpublic in-state schools.

Notes:
1. Prior to 2011-12 students did not enroll for graduation in district number 71. This district number and its valid school numbers were used by the Florida Virtual School for reporting District Number, Current Enrollment and School Number, Current Enrollment. Beginning in 2011-12, district 71 began using the true district and school of enrollment for all students instructed in that district.
2. For Survey 5 Student End of Year Status, report the last school attended during the 180 day school year. If the student only attended the district in the summer then report the summer school number.
3. Prior to 2011-12 students in school number 7023 were reported using school number 7001.

Length: 4

Data Type: Alphanumeric

Year Implemented: 9495

Page 1 of 3

Data Element Number: **172825**

Data Element Name: **School Number, Current Enrollment**

State Standard: Yes

Use Types:

   State Reporting: Yes

   Local Accountability: Yes

   FASTER: Yes

   Migrant Tracking: Yes

Required Grades: PK-12

Programs Required:
  All Programs
Formats Required:

  Career and Technical Education Student Course Schedule DB9 16x

  Dropout Prevention Program Data DB9 11x

  English Language Learners Information DB9 10x

  Exceptional Student DB9 23x

  Federal/State Indicator Status DB9 22x

  Prior School Status / Student Attendance DB9 55x

  Student Assessment DB9 59x

  Student Course Schedule DB9 14x

  Student Course Transcript Information DB9 39x

  Student Demographic Information DB9 13x

  Student Discipline/Resultant Action DB9 19x

  Student End of Year Status DB9 17x

  Title I Supplemental Educational Services DB9 57x

Surveys Required:

  Survey 1   Yes

  Survey 2   Yes

  Survey 3   Yes

  Survey 4   Yes

  Survey 5   Yes

  Survey 6   Yes

  Survey 7   Yes

  Survey 8   Yes

  Survey 9   Yes

  Survey A   Yes

  Survey B   Yes

  Survey C   Yes

  Survey D   Yes

Data Element Number: **172825**

Data Element Name: **School Number, Current Enrollment**

Appendixes:
None

Description of Changes:

10/3/2013	Codes	Added two (2) additional school codes to capture student served by Title I, Part C (Migrant).
5/17/2012	Notes	Changed note #1 to indicate the status of the use of this element by district 71 beginning in 2011-12.
8/4/2011	Notes	A note was added describing the change made to school number 7001 in 2011-12 and the addition of school 7023 that resulted from this change.
8/4/2011	Codes	Added school number 7006 for school district virtual course offerings and school number 7023 for virtual instruction programs operated by the school district. These changes are in response to 2011 Legislative changes to virtual education.
8/4/2011	Codes	Revised definition of school number 7004 to include Florida statute number
8/4/2011	Codes	Revision Description:Revised definition of school number 7001 to indicate that this is a virtual school whose provider is the Florida Virtual School, a community college or a provider approved by the Department of Education. Removed "school district" from the name of the school program.
6/1/2011	Formats Required	Deleted DJJ Student Entry Assessment DB9 53x, DJJ Student Exit Assessment DB9 54x and Exceptional Student Program DB9 12x.
6/1/2011	Codes	Updated code 9995 to include "Part A."

2.   **The School Number, Current Enrollment must be alphanumeric and in the range 0001-9899, excluding 9001, or it may be 9992, 9993, 9994 or 9995. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. 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.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0021	012345676X
01	0021	012345677X
* 01	9999	012345678X
* 01	C901	012346579X

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 School Number, Current Enrollment and resubmit the records.

25. **The School Number, Current Instruction/Service must be alphanumeric and in the range 0001-9899, excluding 9001, or it may be 9992, 9993, 9994 or 9995. -record rejected-**

EXAMPLE

The first record would be loaded to the data base assuming no other reject rule would cause its rejection. The second, third and fourth records would be rejected because the School Number, Current Instruction/Service are invalid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Student Number Identifier, Florida
01	0021	012345675X
* 01	9901	012345678X
* 01	C929	012345677X
* 01	U981	012345676X

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 School Number, Current Instruction/Service and resubmit the records.

27.   If School Number, Current Enrollment is not 9992, 9993, 9994 or 9995, then the School Number, Current Enrollment must exist on the Master School Identification File as a valid active school number for the District Number, Current Enrollment. -record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. Records two, three and four would be rejected because the School Number, Current Enrollment in each case is not on the Master School Identification File as a valid active number for the District Number, Current Enrollment.

District Number, Current Enrollment	School Number, Current Enrollment
37	0021
* 01	8311
* 06	0001
* 09	0085

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 School Number, Current Enrollment and resubmit the records.

28.   If School Number, Current Instruction/Service is not 9992, 9993, 9994 or 9995, then it must exist on the Master School Identification File as a valid active school in the district of instruction. -record rejected-

EXAMPLE

The fourth and fifth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. Records one, two and three would be rejected because the School Number, Current Instruction/Service do not exist on the Master School Identification File as valid active school numbers in the district of instruction.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service
* 09	8131
* 13	0021
* 15	C999
57	0051
63	0031

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 School Number, Current Instruction/Service and resubmit the records.

FEDERAL/STATE COMPENSATORY PROJECT EVALUATION - REJECT RULES

2.   School Number, Current Instruction/Service must be numeric in the range 0001 to 9899, excluding 9001, or it may be 9992, 9993, 9995, 9996 or 9997. -record rejected-

EXAMPLE

The first and second records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the School Number, Current Instruction/Service is not in the appropriate numerical range. The fourth record would be rejected because the School Number, Current Instruction/Service is not an acceptable code.

District Number, Current Instruction/Service	Student Number Identifier, Florida	School Number, Current Instruction/Service
01	012345676X	0151
01	012345677X	0151
* 01	123456789X	9999
* 01	123456788X	C901

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 School Number, Current Instruction/Service and resubmit the records.

30. **If the School Number, Current Instruction/Service is not 9992, 9993, 9995 or 9996, then it must exist on the Master School Identification File as a valid active school in the district of instruction. -record rejected-**

EXAMPLE

The record listed below would be rejected because the School Number, Current Instruction/Service is not valid and active on the Master School Identification File for the District Number, Current Instruction/ Service.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Student Number Identifier, Florida
* 01	0351	123456789X

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 School Number, Current Instruction/Service and resubmit the record.

3. **If Survey Period Code is 1-4 or 9, School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001 or it must be 9992, 9993, 9997, N998 or N999. If Survey Period Code is 5, School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001 or it must be 9992, 9993, 9995, 9997, N998 or N999. If Survey Period Code is 6, 7 or 8, School Number Current Enrollment must be numeric in the range 0001 to 9899, excluding 3518 and 9001. -record rejected-**

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. 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.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0021	012345676X
01	0021	012345677X
* 01	9999	012345678X
* 01	C901	012346579X

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 School Number, Current Enrollment and resubmit the records.

18.   If School Number, Current Enrollment is not 3518, 9992, 9993, 9995 or 9997, then there must be a valid association between the Grade Level listed below and the student's age. For Survey Periods 1-4, age will be determined as of Date Certain (Friday) of the survey period. For Survey Period 5, age will be determined as of Date Certain of Survey 3.   For Survey Periods 6 and 7, age will be determined as of the Survey Due Date. For Survey Periods 8 and 9, age will be determined as of Date Certain of Survey 2. –record rejected-

Grade Level	Age
PK	not equal to 9+
KG	not equal to 0-3, 11+
1	not equal to 0-4, 12+
2	not equal to 0-4, 13+
3	not equal to 0-4, 14+
4	not equal to 0-4, 15+
5	not equal to 0-4, 16+
6	not equal to 0-4, 18+
7	not equal to 0-4, 19+
8	not equal to 0-4, 20+
9	not equal to 0-4, 27+
10	not equal to 0-4, 28+
11	not equal to 0-4, 29+
12	not equal to 0-4, 30+

EXAMPLE

The records below without an asterisk would be loaded to the data base 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 student's Birth Date.

Student Number Identifier, Florida	Year	Survey Period Code	Grade Level	Birth Date
* 123456788X	1011	2	02	02021994
123456786X	1011	2	08	05051992
123456785X	1011	2	PK	12022007
* 123456789X	1011	2	12	08172010

31. **If Survey Period Code is 1-5 or 9; and**
    - **If Grade Level equals 9 – 12; and**
    - **If School Number, Current Enrollment does not equal 9992, 9993, 9995, 9997, N998, N999, or 3518; or**
    - **If both District Number, Current Instruction/Service and District Number, Current Enrollment equal 71;**

    then Graduation Option code must be 1, 2, 3, 4, 5, 6, 7 or 8.

If School Number, Current Enrollment = 9992, 9993, 9995, 9997, N998, N999, 3518, or
- **if District Number, Current Instruction/Service equals 71 and District Number, Current Enrollment does not equal 71,**

then Graduation Option code must be Z.

If Grade Level equals PK – 8, 30, or 31, then Graduation Option code must be Z.

If Survey Period Code = 7, then Graduation Option code must be Z.

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

EXAMPLE

The first two records would be loaded to the database assuming no other reject rules would cause their rejection. The third record would be rejected because Graduation Option does not equal 1-8. The fourth record would be rejected because Graduation Option does not equal Z.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Grade Level	Graduation Option
01	0001	0123456789	10	3
01	0001	0123456790	07	Z
* 01	0001	0123456791	11	Z
* 01	3518	0123456792	12	1

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 Grade Level; School Number, Current Enrollment or Graduation Option so that the proper relationship exists, and resubmit the records.

35.   If School Number, Current Enrollment is not 9992, 9993, or 9995, then Lunch Status must be 0, 1, 2, 3, 4, C or N. If School Number, Current Enrollment is 9992, 9993, or 9995, then Lunch Status must be Z. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

> **EXAMPLE**
>
> Both records listed below would be rejected because the Lunch Status codes are invalid.
>
> | District Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Lunch Status |
> |---|---|---|---|
> | * 01 | 012345678X | 2 | 5 |
> | * 01 | 012345679X | 2 | F |
>
> **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 Lunch Status codes and resubmit the records.

40.   **If the School Number, Current Enrollment is not 9992, 9993, 9995, N998 or N999, then it must exist on the Master School Identification File as a valid active school (active in the current school year) in the district of enrollment. -record rejected-**

EXAMPLE

The record listed below would be rejected because the School Number, Current Enrollment would not be valid and active on the Master School Identification File for the District Number, Current Enrollment.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
* 01	0001	012345678X

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 School Number, Current Enrollment and resubmit the record.

43.   If School Number, Current Enrollment is not 9992, 9993, or 9995, then Native Language, Student must be a valid language code, containing no blanks. If School Number, Current Enrollment is 9992, 9993, or 9995, then Native Language, Student code must be ZZ. (For additional information on the language codes refer to the language codes table, Appendix N of the <u>DOE Information Data Base Requirements: Volume I -- Automated Student Information System</u> Manual.) (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

> **EXAMPLE**
>
> The fourth and fifth record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first three records would be rejected because the Native Language, Student codes contain blanks or are invalid codes.
>
> The fourth and fifth record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first three records would be rejected because the Native Language, Student codes contain blanks or are invalid codes.

Student Number Identifier, Florida	Native Language, Student
* 012345675X	AY
* 012345677X	C
* 012345678X	DR
012345676X	BJ
012345679X	CZ

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 Native Language, Student codes and resubmit the records.

45.   If School Number, Current Enrollment is not 9992, 9993, or 9995, then the Primary Language Spoken in Home code must be a valid language code as listed in Appendix N of the <u>DOE Information Data Base Requirements: Volume I -- Automated Student Information System</u> Manual. If School Number, Current Enrollment is 9992, 9993, or 9995, then the Primary Language Spoken in Home code must be ZZ. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and second records would be rejected because the Primary Language Spoken in Home code is invalid.

Student Number Identifier, Florida	Primary Language Spoken in Home
* 012345676X	BB
* 012345677X	EZ
012345678X	BR
012345679X	BA

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 Primary Language Spoken in Home codes and resubmit the records.

46. **If Grade Level = PK-12 and if School Number, Current Enrollment is not 9992, 9993, or 9995, then Country of Birth must be a valid code as listed in Appendix G or Appendix Q of the <u>DOE Information Data Base Requirements: Volume I -- Automated Student Information System</u> Manual other than ZZ. If Grade Level = 30 or 31, then Country of Birth must be a valid code as listed in Appendix G or Appendix Q of the <u>DOE Information Data Base Requirements: Volume I -- Automated Student Information System</u> Manual including ZZ. If School Number, Current Enrollment is 9992, 9993, or 9995, then Country of Birth code must be ZZ. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-**

EXAMPLE

The first and second records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because the Country of Birth codes are not valid.

Student Number Identifier, Florida	Country of Birth
012345676X	CU
012345677X	FJ
* 012345678X	YI
* 012345679X	TX

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 Country of Birth codes and resubmit the records.

48.   If Grade Level = 30 or 31 or if School Number, Current Enrollment is 9992, 9993, or 9995, then English Language Learners: Home Language Survey Date must be zero-filled.

If School Number, Current Enrollment is not 9992, 9993, or 9995, and if Grade Level = PK-12, then English Language Learners: Home Language Survey Date must be a valid date and must meet the following criteria.
- **If District Number, Current Instruction is 01-69 or 72-75 or if both District Number, Current Enrollment and District Number, Current Instruction are 71; and Survey Period is 1-3, the date should be less than or equal to the date certain of survey week.**
- **If District Number, Current Enrollment is not 71; District Number, Current Instruction is 71 and Survey Period is 1-3; then the date must be less than or equal to the date certain plus 90 calendar days.**
- **For Survey Period 4, the date should be less than or equal to June 30 of the reporting year.**
- **For Survey Period 5, the date should be less than or equal to August 31 of the reporting year.**
- **For Survey Period 9, the date should be less than January 1 of the reporting year.**
- **For Survey Period 7, the date should be less than or equal to the last day of state processing for the survey.**
- **(This edit does not apply to Survey Periods 6 and 8.)**

 -record rejected-

       EXAMPLE

The first and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second and third records would be rejected because the English Language Learners: Home Language Survey Date is an invalid date or is inappropriately filled with zeros.

Student Number Identifier, Florida	Survey Period Code	Year	Grade Level	ELL: Home Language Survey Date
123456789X	2	1112	12	01152010
* 123456790X	2	1112	PK	06319999
* 123456791X	2	1112	09	00000000
123456792X	5	1112	31	00000000

49. **If Grade Level is PK-12 and School Number, Current Enrollment is not 9992, 9993, or 9995, then Native Language, Student must be other than ZZ. If School Number, Current Enrollment is 9992, 9993, or 9995, then Native Language, Student must be ZZ. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-**

EXAMPLE

The second record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first record would be rejected because BZ is not a valid Native Language, Student code for a student with a Grade Level of PK-12.

Student Number Identifier, Florida	Grade Level	Native Language, Student
* 012345678X	07	BZ
012345679X	03	CZ

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 Native Language, Student code and resubmit the record.

63.   If Grade Level is KG-12 and School Number, Current Enrollment is not 9992, 9993, or 9995, the student must be at least 5 years old on or before September 1 of the school year being reported. -exception report-

Note: Students who transfer to Florida from states with different minimum starting ages are accepted into the grade into which they are transferring.

EXAMPLE

If the record below was submitted in the 2013-14 school year, thenthe record would cause a message to be generated because Grade Level is KG and age is less than 5.

Student Number Identifier, Florida	Year	Survey Period Code	Grade Level	Birth Date
* 0123456789	1314	2	KG	02192009

DISTRICT RESPONSIBILITY

The district should verify the Birth Date and correct it if it is in error.

66.   **If School Number, Current Enrollment is not 9992, 9993, or 9995, there must be a valid association between the Grade Level listed below and the student's age. For Survey Periods 1-4, age will be determined as of Date Certain (Friday) of the survey period. For Survey Period 5, age will be determined as of Date Certain of survey 3. For Survey Periods 6 and 7, age will be determined as of the Survey Due Date. For Survey Periods 8 and 9, age will be determined as of Date Certain of Survey 2. –exception report-**

Grade Level	Age
3	not equal to 5
4	not equal to 5 or 6
5	not equal to 5 - 7
6	not equal to 5 - 8
7	not equal to 5 - 9
8	not equal to 5 – 10
9	not equal to 5 – 11
10	not equal to 5 – 12
11	not equal to 5 – 13
12	not equal to 5 – 14

EXAMPLE

The records below which are marked with an asterisk would cause an error message to be generated because of the invalid association between the Grade Level of the student and the student's Birth Date.

Student Number Identifier, Florida	Year	Survey Period Code	Grade Level	Birth Date
* 123456789X	1011	2	05	10222004
* 123456788X	1011	2	08	05062003
123456786X	1011	2	10	06021996
123456785X	1011	2	12	12021994

DISTRICT RESPONSIBILITY

The district should verify the Grade Level and Birth Date and correct if in error.

66.   If School Number, Current Enrollment is not 9992, 9993, or 9995, there must be a valid association between the Grade Level listed below and the student's age. For Survey Periods 1-4, age will be determined as of Date Certain (Friday) of the survey period. For Survey Period 5, age will be determined as of Date Certain of survey 3. For Survey Periods 6 and 7, age will be determined as of the Survey Due Date. For Survey Periods 8 and 9, age will be determined as of Date Certain of Survey 2. –exception report-

Grade Level	Age
3	not equal to 5
4	not equal to 5 or 6
5	not equal to 5 - 7
6	not equal to 5 - 8
7	not equal to 5 - 9
8	not equal to 5 – 10
9	not equal to 5 – 11
10	not equal to 5 – 12
11	not equal to 5 – 13
12	not equal to 5 – 14

EXAMPLE

The records below which are marked with an asterisk would cause an error message to be generated because of the invalid association between the Grade Level of the student and the student's Birth Date.

Student Number Identifier, Florida	Year	Survey Period Code	Grade Level	Birth Date
* 123456789X	1011	2	05	10222004
* 123456788X	1011	2	08	05062003
123456786X	1011	2	10	06021996
123456785X	1011	2	12	12021994

DISTRICT RESPONSIBILITY

The district should verify the Grade Level and Birth Date and correct if in error.

68.   If Survey Period Code = 2, 3 or 5; School Number, Current Enrollment is not 3518, 9992, 9993, 9994, 9995 or 9997; District Number, Current Instruction/Service is not 71; District Number, Current Enrollment equals District Number, Current Instruction/Service; Withdrawal Code, PK-12 on matching Prior School Status/Student Attendance records is not DNE; and Grade Level is not 30 or 31, then each Student Demographic record must have a matching Federal/State Indicator Status record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year. (This edit does not apply to Survey Periods 6 and 8.) The match between the Student Demographic Information record and the Prior School Status/Student Attendance record should use the following fields: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Year/School Year. -exception report-

EXAMPLE

The first and third Student Demographic records listed below would pass this edit. The second Student Demographic record would not pass the edit because it has no matching Federal/State Indicator Status record.

Student Demographic records   *Federal/State Indicator records*

If Survey Period Code = 2, 3 or 5; School Number, Current Enrollment is not 3518, 9992, 9993, 9994, 9995 or 9997; District Number, Current Instruction/Service is not 71; District Number, Current Enrollment equals District Number, Current Instruction/Service; Withdrawal Code, PK-12 on matching Prior School Status/Student Attendance records is not DNE; and Grade Level is not 30 or 31, then each Student Demographic record must have a matching Federal/State Indicator Status record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year. (This edit does not apply to Survey Periods 6 and 8.) The match between the Student Demographic Information record and the Prior School Status/Student Attendance record should use the following fields: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Year/School Year. -exception report-

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
26	012345678X	2	****	26	012345678X	2	****
* 26	012345679X	2	****	26	012345680X	2	****
26	012345680X	2	****				

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

DISTRICT RESPONSIBILITY