THE FOLLOWING CHANGES ARE FOR FISCAL YEAR

1314

Education Information and Accountability Services is in the process of converting the 2010-11 Database Manuals to a 508 compliant format. If you are visually impaired and need assistance reading the manuals, please contact Education Information and Accountability Services at askeias@fldoe.org or (850) 245-0400.

16. **Withdrawal Reason code must be DNE, W01, W02, W3A, W3B, W04, W05, W12, W13, W15, W18, W21-W26, WXL, WPO or ZZZ. -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 and third records would be rejected because the code for Withdrawal Reason is not valid.

District Number, Current Enrollment	Student Number Identifier, Florida	Withdrawal Reason
* 30	301234567X	XXX
30	301234568X	W12
* 30	301234569X	W34

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 Withdrawal Reason code and resubmit the records.

17.   Withdrawal Code, PK-12 must be DNE, W01, W02, W3A, W3B, W04, W05, W06, W6A, W6B, W07, W08, W8A, W09, W10, W12, W13, W15, W18, W21, W22, W23, W24, W25, W26, W27, WFA, WFB, WFT, WFW, WGA, WGD, WXL or WPO. It may also be ZZZ only for survey periods 2 and 3. -record rejected-

Note: See DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual, Appendix A for acceptable withdrawal codes for grades PK-12 students.

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 Withdrawal Code, PK-12 is not valid. The third record would be rejected because a Withdrawal Code, PK-12 of ZZZ is not valid for the Survey Period Code.

District Number, Current Enrollment	School Number Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Withdrawal Code, PK-12
01	0301	012345678X	2	W3A
* 01	0301	012345679X	2	W54
* 01	0301	012345670X	5	ZZZ

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 Withdrawal Code, PK-12 and resubmit the records.

35.   If Withdrawal Code, PK-12 is W06, W6A, W6B, W07, W08, W8A, W09, W10, WGD, WGA, WXL, W27, WPO, WFW, WFT, WFA, or WFB, then Grade Level must be 9-12. –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 Grade Level is not equal to 9-12 and Withdrawal Code, PK-12 is W8A.

Student Number Identifier, Florida	Grade Level	Withdrawal Code, PK-12
012345678X	10	W06
* 012345679X	08	W8A

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 either the Withdrawal Code, PK-12 or Grade Level and resubmit the record.

8.   Grade Promotion Status must be A, D, P, R, N or 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 Grade Promotion Status is an invalid code.

District Number, Current Enrollment	Student Number Identifier, Florida	Grade Promotion Status
30	301234567X	A
* 30	301234568X	X

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 Grade Promotion Status and resubmit the record.

9.   Diploma Type must be W06, W6A, W6B, W07, W10, WFW, WFT, WFA, WFB, WGD, WGA, WXL, W27, W43, W45, W52 or ZZZ. -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 Diploma Type is an invalid code.

District Number, Current Enrollment	Student Number Identifier, Florida	Diploma Type
30	301234567X	W06
30	301234568X	W43
* 30	301234569X	XXX

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 Diploma Type and resubmit the records.

16. **Withdrawal Reason code must be DNE, W01, W02, W3A, W3B, W04, W05, W12, W13, W15, W18, W21-W26, WXL, WPO or ZZZ. -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 and third records would be rejected because the code for Withdrawal Reason is not valid.

District Number, Current Enrollment	Student Number Identifier, Florida	Withdrawal Reason
* 30	301234567X	XXX
30	301234568X	W12
* 30	301234569X	W34

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 Withdrawal Reason code and resubmit the records.

23.   If Differentiated Diploma is 1, Diploma Type must be W06, W6A, W6B, W10, WFW, WFT, WFA, WFB, WGD, WGA, WXL, W43, W45, or W52. -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 Differentiated Diploma type is not valid for the Diploma Type reported.

Student Number Identifier, Florida	Diploma Type	Differentiated Diploma
301234567X	W06	1
301234568X	W6A	2
*301234569X	W07	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 data base, the district must correct the Differentiated Diploma code or the Diploma Type code so that the proper relationship exists and resubmit the record.

32.   **If Diploma Type is W06, W6A, W6B, W07, W10, WFW, WFT, WFA, WFB, WGD, WGA, WXL or W27, Grade Level must be one of the grades 9-12. -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 Grade Level is not one of the grades 9-12 and Diploma Type is W06.

Student Number Identifier, Florida	Grade Level	Diploma Type
012345678X	12	W06
* 012345679X	08	W06

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 Type or the Grade Level so that they are in the proper relationship and resubmit the record.

51. **If Diploma Type = W06, W6A, W6B, W10, WGA, WGD, WFW, WFT, WFA, WXL, or WFB, then Exceptionality, Primary may not be O, P, or W. The match between the Student End of Year Status record and the Exceptional Student record should use the following fields: District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Year -exception report-**

EXAMPLE

The first set of records listed below would pass this edit. The second set of records would cause a message to be generated because Diploma Type and Exceptionality, Primary do not have the expected relationship.

	Student End of Year Status			*Exceptional Student*	
School Number Current Enrollment	Student Number Identifier, Florida	Diploma Type		Student Number Identifier, Florida	Exceptionality, Primary
0011	123456789X	W06		123456789X	K
* 0011	234567891X	W06		234567891X	W

DISTRICT RESPONSIBILITY

The district should verify the Diploma Type and the Exceptionality, Primary, and correct the record if in error.

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)
W6A	Standard High School Diploma (College Prep Option)
W6B	Standard High School Diploma (Career Prep Option)
WFA	Standard High School Diploma (College Prep Option and Alternate Assessment)
WFB	Standard High School Diploma (Career Prep Option and Alternate Assessment)
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 only)
WXL	Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) options.)
ZZZ	Not applicable

Terms:

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 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)

> 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.* (W52)

*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. (W06)

> 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).

> 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. (W6A)

> 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. (W6B)

> 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 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. (W43)

Data Element Number: **114025**

Data Element Name: **Diploma Type**

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.
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

Data Element Number: **114025**

Data Element Name: **Diploma Type**

Survey S   Yes

Appendixes:

None

Description of Changes:

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.

➡ **27.** **Lunch Status Must be 0, 1, 2, 3, 4, C or N. -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.

34. **If Entry (Re-Entry) Code equals E01 – E05, E2A, E3A, E4A, or R01 – R03 then Prior School/Location: Country must be US. –record reject–**

EXAMPLE

The first record 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 Prior School/Location : Country is a country other than US and the Entry (Re-Entry) Code is E02.

District Number, Current Enrollment	Entry (Re-Entry) Code	Prior School/ Location: District/ County	Prior School/ Location: State, Territory or Commonwealth	Prior School/ Location: Country
62	E01	62	FL	US
* 62	E02	06	FL	AF

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 determine whether the Entry (Re-Entry) Code and/or the Prior School/Location: Country is in error, correct it, and resubmit the record.

52.   If the Entry (Re-Entry) Code, PK-12 is R01, R02, or R03, then there must be a matching Prior School Status/Student Attendance record (based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and School Year) with an Entry (Re-Entry) Code, PK-12 of E01-E05, E2A, E3A, E4A, or E09 and a Withdrawal Date less than or equal to the Entry (Re-Entry) Date. state validation-

> **EXAMPLE**
>
> The first two sets of records listed below would pass this edit. The last record would cause an error message to be generated because there is no matching Prior School Status/Student Attendance record with an Entry Code of E01-E05 or E09.

District Number, Current Enrollment	Student Number, Identifier, Florida	School Year	Entry (Re-entry) Code, PK-12	Entry (Re-entry) Date	Withdrawal Date
03	012345678X	****	E01	0825****	0915****
03	012345678X	****	R03	1118****	0000****
03	012345677X	****	E09	0920****	1015****
03	012345677X	****	R01	0314****	0000****
* 03	012345679X	****	R03	0921****	0000****

> **** = Valid fiscal year for data submission.
>
> **DISTRICT RESPONSIBILITY**
>
> The district must review the Entry (Re-entry), PK-12 code and correct it if necessary or submit a matching record with an Entry (Re-entry) Code, PK-12 of E01-E05 or E09 and a Withdrawal Date less than the Entry (Re-entry) Date on the current record.