

THE FOLLOWING CHANGES ARE FOR FISCAL YEAR

1011

Education Information and Accountability Services is in the process of converting the 2009-10 Database Manuals to a 508 compliant format. If you are visually impaired and need assistance reading the manuals, please contact Harold McLeod at harold.mcleod@fldoe.org or (850) 245-0400.











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

| |
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| Implementation Date: Fiscal Year 2007-08 July 1, 2007 |
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| | | | | | | | |
|--|---|----------|--|----------|--|---------|--|
| Element Name: Industry Certification Identifier | | | | | | | |
| Definition/Domain | | | | | | | |
| <p>The identifier assigned by the Florida Department of Education to specify the industry certification or technical skill attainment by third party assessment that the student has taken/attempted.</p> <p>See Appendix Z for a list of the Industry Certification Identifiers.</p> <p>Report all Z's (ZZZZZZZ) if no industry certification was attempted by the student in the course being reported.</p> <p>Examples</p> <table> <tr> <td>CISCO004</td> <td>Cisco Certified Network Associate (CCNA)</td> </tr> <tr> <td>NIASE007</td> <td>ASE Automobile/Light Truck Technician: Brakes (A5)</td> </tr> <tr> <td>ZZZZZZZ</td> <td>Not applicable. No industry certification was attempted by the student in the course being reported.</td> </tr> </table> | | CISCO004 | Cisco Certified Network Associate (CCNA) | NIASE007 | ASE Automobile/Light Truck Technician: Brakes (A5) | ZZZZZZZ | Not applicable. No industry certification was attempted by the student in the course being reported. |
| CISCO004 | Cisco Certified Network Associate (CCNA) | | | | | | |
| NIASE007 | ASE Automobile/Light Truck Technician: Brakes (A5) | | | | | | |
| ZZZZZZZ | Not applicable. No industry certification was attempted by the student in the course being reported. | | | | | | |
| <p>→ *For certifications or assessments with more than one exam, an industry certification identifier should only be reported when all exams required to earn the certification or pass the assessment have been taken/attempted.</p> <p>→ For example, MICRO061 - This Microsoft bundle requires that a student pass four of six exams. Students must have taken at least four exams for the industry certification identifier to be reported.</p> <p>→ For certifications or assessments with work experience requirements, an industry certification identifier may be reported as an attempt when all exams have been taken and any requirements other than work experience are satisfied (i.e., report valid identifier on Industry Certification Identifier element and outcome of "F" on the Industry Certification Outcome element).</p> <p>→ For example, NRAEF002 - This certification requires the student pass Year 1 and Year 2 exams and complete 400 hours of work experience. A student may be reported with this industry certification identifier and an outcome of "F" if the exams have been taken but the work experience was not successfully completed.</p> | | | | | | | |
| Length 8 | Grades and Programs Requiring This Data Element: | | | | | | |
| Format: Alphanumeric | Career and Professional Academy Programs, Grades 9-12 | | | | | | |
| Compatibility Requirement: Compatible | Workforce Development Education (postsecondary vocational education) | | | | | | |
| Use Types: | State Reporting Formats Requiring This Data Element: | | | | | | |
| <input checked="" type="checkbox"/> State Report | Vocational Student Course Schedule DB9 16x | | | | | | |
| <input checked="" type="checkbox"/> Local Accountability | WDIS Supplemental Information DB9 60x | | | | | | |
| <input checked="" type="checkbox"/> F.A.S.T.E.R. | | | | | | | |
| <input type="checkbox"/> Migrant Tracking | | | | | | | |
| Data Element Number: 140462 | Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9 <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S <input type="checkbox"/> G <input type="checkbox"/> X | | | | | | |
| Revised: 6/24/10 | Volume I Effective: 7/10 Page Number: 189-25 | | | | | | |

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| Implementation Date: Fiscal Year 2007-08 July 1, 2007 |
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| Element Name: Industry Certification Outcome | | | | | | | | | |
|--|---|-------------|-------------------|---|---|---|---|---|--|
| Definition/Domain | | | | | | | | | |
| <p>An indicator of whether or not the student passed the industry certification or technical skill assessment taken/attempted.</p> <table border="0"> <thead> <tr> <th align="left"><u>CODE</u></th> <th align="left"><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td>P</td> <td> Student completed and passed all of the required components of the certification or assessment.</td> </tr> <tr> <td>F</td> <td> Student attempted but did not pass or complete all of the required components of the certification or assessment.</td> </tr> <tr> <td>Z</td> <td> Not applicable. Student did not attempt to earn an industry certification or take an assessment.</td> </tr> </tbody> </table> <p> NOTE: For all automotive service certifications through the National Institute for Automotive Service Excellence (NIASE), a value of P may be reported for students who passed the required exam(s) but did not meet the work experience requirements.</p> | | <u>CODE</u> | <u>DEFINITION</u> | P |  Student completed and passed all of the required components of the certification or assessment. | F |  Student attempted but did not pass or complete all of the required components of the certification or assessment. | Z |  Not applicable. Student did not attempt to earn an industry certification or take an assessment. |
| <u>CODE</u> | <u>DEFINITION</u> | | | | | | | | |
| P |  Student completed and passed all of the required components of the certification or assessment. | | | | | | | | |
| F |  Student attempted but did not pass or complete all of the required components of the certification or assessment. | | | | | | | | |
| Z |  Not applicable. Student did not attempt to earn an industry certification or take an assessment. | | | | | | | | |
| Length 1 | Grades and Programs Requiring This Data Element: | | | | | | | | |
| Format: Alphanumeric | Career and Professional Academy Programs, Grades 9-12 | | | | | | | | |
| Compatibility Requirement: Compatible | Workforce Development Education (postsecondary vocational education) | | | | | | | | |
| Use Types: | State Reporting Formats Requiring This Data Element: | | | | | | | | |
| <input checked="" type="checkbox"/> State Report | Vocational Student Course Schedule DB9 16x | | | | | | | | |
| <input checked="" type="checkbox"/> Local Accountability | WDIS Supplemental Information DB9 60x | | | | | | | | |
| <input checked="" type="checkbox"/> F.A.S.T.E.R. | | | | | | | | | |
| <input type="checkbox"/> Migrant Tracking | | | | | | | | | |
| Data Element Number: 140500 | Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9 <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S <input type="checkbox"/> G <input type="checkbox"/> X | | | | | | | | |
| Revised: 6/24/10 | Volume I Effective: 7/10 Page Number: 189-50 | | | | | | | | |

**ENGLISH LANGUAGE LEARNERS STUDENT INFORMATION -
STATE VALIDATION RULES**

84 If English Language Learners, PK-12 code is LF and if both the English Language Learners: Basis of Exit (First) and the English Language Learners: Basis of Exit (Second) codes are not B or E, then at least one of the following must be other than ZZZ: Test Name: Listening; Test Name: Reading; Test Name: Writing; or Test Name: Speaking. The records should be matched using District Number, Current Enrollment; School Number, Current Enrollment Student Number Identifier, Florida; Survey Period and School Year/Year. –state validation-

EXAMPLE

The English Language Learners Student Information record listed below which is marked with an asterisk would cause a message to be generated because all the Test Names are ZZZ.

English Language Learners Student Information records

| District Number, Current Enrollment | Student Number Identifier, Florida | ELL: Basis of Exit (First) | ELL: Basis of Exit (Second) | Test Name: Listening | Test Name: Reading | Test Name: Writing | Test Name: Speaking |
|-------------------------------------|------------------------------------|----------------------------|-----------------------------|----------------------|--------------------|--------------------|---------------------|
| 01 | 123456789X | C | D | LAB | LAB | ZZZ | ZZZ |
| *01 | 234567890X | C | D | ZZZ | ZZZ | ZZZ | ZZZ |

Student Demographic Information records

| District Number, Current Enrollment | Student Number Identifier, Florida | English Language Learners, PK-12 |
|-------------------------------------|------------------------------------|----------------------------------|
| 01 | 123456789X | LF |
| 01 | 234567890X | LF |

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

DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: PK-12 code and/or an English Language Learners: Basis of Entry code or submit the appropriate Test Name so that a valid relationship exists between the elements.

STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

77. If Survey Period Code is 4 and the School Number, Current Enrollment on this and all of the matching* Student Course Schedule records in Survey 4 are not Department of Juvenile Justice (DJJ) schools and the student has one or more Student Course Schedule records with a School Number, Current Instruction/Service of 7001 or 7004 then a student's total FTE Earned, Course for the District Number, Current Instruction/Service for all Survey Period Code 4 records with School Number, Current Instruction/Service of 7001 or 7004 and all Survey Period Code 2 and 3 records (excluding courses in Survey Period Codes 2 and 3 with the Year-Round/Extended School Year FTE Indicator set to "A" or "B") may not exceed 1.0000. DJJ schools are those with a School Function/Setting code of D on the Master School Identification file. -state validation/NULL-

*Match the records using District Number, Current Instruction/Service; Survey Period Code, Fiscal Year and Student Number Identifier, Florida.

FTE Earned, Course set to NULL value on ALL the student's Survey Period 4 Student Course records at the close of the State Records Processing Cycle.

EXAMPLE

The FTE Earned, Course would be set to NULL at the end of the Survey Period 4 State Records Processing Cycle on ALL the Survey Period 4 Student Course records listed below because the student's total FTE Earned, Course in the district of instruction for the survey 2 and survey 4 records exceeds 1.0000.

Student Course Records

| Student Number Identifier, Florida | Survey Period Code | District Number, Current Instruction/Service | School Number, Current Instruction/Service | Course Number | Grade Level | FTE Earned, Course |
|------------------------------------|--------------------|--|--|---------------|-------------|--------------------|
| 561234567X | 2 | 56 | 0371 | 2103050 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 1205040 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 2002070 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 1001040 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 1501110 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 1300010 | 07 | 0830 |

STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

Example (continued)

| Student Number Identifier, Florida | Survey Period Code | District Number, Current Instruction/Service | School Number, Current Instruction/Service | Course Number | Grade Level | FTE Earned, Course |
|------------------------------------|--------------------|--|--|---------------|-------------|--------------------|
| * 561234567X | 4 | 56 | 7001 | 2103050 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 1205040 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 2002070 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 1001040 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 1501110 | 07 | 1666 |
| * 561234567X | 4 | 56 | 7001 | 1300010 | 07 | 1666 |
| Total FTE Earned, Course | | | | | | 1.5000 |

DISTRICT RESPONSIBILITY

The district must correct the Student Course Schedule records so that the student's total FTE Earned, Course for the year does not exceed 1.0000.

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|--|---|----------|--|----------|--|---------|--|
| Element Name: Industry Certification Identifier | | | | | | | |
| Definition/Domain | | | | | | | |
| <p>The identifier assigned by the Florida Department of Education to specify the industry certification or technical skill attainment by third party assessment that the student has taken/attempted.</p> <p>See Appendix Z for a list of the Industry Certification Identifiers.</p> <p>Report all Z's (ZZZZZZZ) if no industry certification was attempted by the student in the course being reported.</p> <p>Examples</p> <table border="0"> <tr> <td>CISCO004</td> <td>Cisco Certified Network Associate (CCNA)</td> </tr> <tr> <td>NIASE007</td> <td>ASE Automobile/Light Truck Technician: Brakes (A5)</td> </tr> <tr> <td>ZZZZZZZ</td> <td>Not applicable. No industry certification was attempted by the student in the course being reported.</td> </tr> </table> | | CISCO004 | Cisco Certified Network Associate (CCNA) | NIASE007 | ASE Automobile/Light Truck Technician: Brakes (A5) | ZZZZZZZ | Not applicable. No industry certification was attempted by the student in the course being reported. |
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| Length | 8 | | | | | | |
| Format: | Alphanumeric | | | | | | |
| Compatibility Requirement: | Compatible | | | | | | |
| Use Types: | <input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input checked="" type="checkbox"/> F.A.S.T.E.R. <input type="checkbox"/> Migrant Tracking | | | | | | |
| Data Element Number: | 140462 | | | | | | |
| Grades and Programs Requiring This Data Element: Career and Professional Academy Programs, Grades 9-12 Workforce Development Education (postsecondary vocational education) | | | | | | | |
| State Reporting Formats Requiring This Data Element: Vocational Student Course Schedule DB9 16x WDIS Supplemental Information DB9 60x | | | | | | | |
| Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9 <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S <input type="checkbox"/> G <input type="checkbox"/> X | | | | | | | |
| Revised: 6/24/10 | Volume I | | | | | | |
| Effective: 7/09 | Page Number: 189-25 | | | | | | |

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| Element Name: Industry Certification Outcome | | | | | | | | | |
|--|---|-------------|-------------------|---|---|---|---|---|--|
| Definition/Domain | | | | | | | | | |
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| Z |  Not applicable. Student did not attempt to earn an industry certification or take an assessment. | | | | | | | | |
| Length 1 | Grades and Programs Requiring This Data Element: | | | | | | | | |
| Format: Alphanumeric | Career and Professional Academy Programs, Grades 9-12 | | | | | | | | |
| Compatibility Requirement: Compatible | Workforce Development Education (postsecondary vocational education) | | | | | | | | |
| Use Types: | State Reporting Formats Requiring This Data Element: | | | | | | | | |
| <input checked="" type="checkbox"/> State Report | Vocational Student Course Schedule DB9 16x | | | | | | | | |
| <input checked="" type="checkbox"/> Local Accountability | WDIS Supplemental Information DB9 60x | | | | | | | | |
| <input checked="" type="checkbox"/> F.A.S.T.E.R. | | | | | | | | | |
| <input type="checkbox"/> Migrant Tracking | | | | | | | | | |
| Data Element Number: 140500 | Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9 <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S <input type="checkbox"/> G <input type="checkbox"/> X | | | | | | | | |
| Revised: 6/24/10 | Volume I Effective: 7/09 Page Number: 189-50 | | | | | | | | |

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EXAMPLE

The English Language Learners Student Information record listed below which is marked with an asterisk would cause a message to be generated because all the Test Names are ZZZ.

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| District Number, Current Enrollment | Student Number Identifier, Florida | ELL: Basis of Exit (First) | ELL: Basis of Exit (Second) | Test Name: Listening | Test Name: Reading | Test Name: Writing | Test Name: Speaking |
|-------------------------------------|------------------------------------|----------------------------|-----------------------------|----------------------|--------------------|--------------------|---------------------|
| 01 | 123456789X | C | D | LAB | LAB | ZZZ | ZZZ |
| *01 | 234567890X | C | D | ZZZ | ZZZ | ZZZ | ZZZ |

Student Demographic Information records

| District Number, Current Enrollment | Student Number Identifier, Florida | English Language Learners, PK-12 |
|-------------------------------------|------------------------------------|----------------------------------|
| 01 | 123456789X | LF |
| 01 | 234567890X | LF |

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DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: PK-12 code and/or an English Language Learners: Basis of Entry code or submit the appropriate Test Name so that a valid relationship exists between the elements.

STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

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FTE Earned, Course set to NULL value on ALL the student's Survey Period 4 Student Course records at the close of the State Records Processing Cycle.

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| 561234567X | 2 | 56 | 0371 | 1001040 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 1501110 | 07 | 0834 |
| 561234567X | 2 | 56 | 0371 | 1300010 | 07 | 0830 |

STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

Example (continued)

| Student Number Identifier, Florida | Survey Period Code | District Number, Current Instruction/Service | School Number, Current Instruction/Service | Course Number | Grade Level | FTE Earned, Course |
|------------------------------------|--------------------|--|--|---------------|-------------|--------------------|
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| * 561234567X | 4 | 56 | 7001 | 1205040 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 2002070 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 1001040 | 07 | 1667 |
| * 561234567X | 4 | 56 | 7001 | 1501110 | 07 | 1666 |
| * 561234567X | 4 | 56 | 7001 | 1300010 | 07 | 1666 |
| Total FTE Earned, Course | | | | | | 1.5000 |

DISTRICT RESPONSIBILITY

The district must correct the Student Course Schedule records so that the student's total FTE Earned, Course for the year does not exceed 1.0000.