

**THE FOLLOWING CHANGES ARE  
FOR FISCAL YEAR**

**08-09**

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

<b>Implementation Date:</b> Fiscal Year 2008-2009 July 1, 2008
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\* - Required for State Reporting  
X - Revised Effective 7/08

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<b>Implementation Date:</b> Fiscal Year 2008-09 July 1, 2008
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**Element Name:** Course Substituted, State Subject Area Requirements **\*\*NEW ELEMENT\*\***

**Definition/Domain**

A code indicating the subject area in which credit towards high school graduation will apply. This field is used in conjunction with the Course Number, Substituted field which is used to record a second course, for which credit is also being earned. See Course Code Directory.

CODE	SUBJECT AREA	CODE	SUBJECT AREA
EN	English	PF	Performing Fine Arts
MA	Mathematics	LM	Life Management Skills
SC	Science	PE	Physical Education
AH	American History	EX	Exceptional Student
WH	World History	EL	Electives
EC	Economics	FL	Foreign Language Electives
AG	American Government	LA	Language Arts Electives
VO	Vocational (either Practical Arts Vocational or Exploratory Vocational)	SS	Social Studies Elective
SV	Half Science and Half Vocational (Effective school year 0708)	NC	Non Credit
		CE	Computer Education (Effective 91-92, but may be used prior to effective date)

Courses in the Language Arts section of the Course Code Directory will be coded as **EN** if they meet the specific graduation requirements for English. Those Language Arts courses which do not meet the graduation requirements for English would be coded as Electives (**EL**) or Language Arts Electives (**LA**) depending on district policy.

**CONTINUED ON NEXT PAGE**

<b>Length:</b> 2	<b>Grades and Programs Requiring This Data Element:</b>
<b>Format:</b> Alphabetic	All Programs Grades 9-12 Adult Secondary Education
<b>Compatibility Requirement:</b> State Standard	
<b>Use Types:</b> <input 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	<b>State Reporting Formats Requiring This Data Element:</b>
<b>Data Element Number:</b> 109675	<b>Reported in Survey Periods:</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9

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**Implementation Date:**  
Fiscal Year 2008-09  
July 1, 2008

Element Name:	Course, State Subject Area Requirements (Continued)	**NEW ELEMENT**
<b>Definition/Domain (Continued)</b>		
<p>Courses in the Social Studies section of the <u>Course Code Directory</u> which meet specific graduation requirements will be coded to match the graduation requirement which they address: <b>EC</b> - Economics, <b>WH</b> - World History, <b>AH</b> - American History, and <b>AG</b> - American Government. Social Studies courses which do not meet specific graduation requirements will be coded as Electives (<b>EL</b>) or Social Studies Electives (<b>SS</b>) depending on district policy.</p> <p>Courses in Foreign Languages may be coded as Electives (<b>EL</b>) or as Foreign Language Electives (<b>FL</b>) depending on district policy. If the student is completing course work for college admissions or the Florida Academic Scholar Program, Foreign Language courses should be coded <b>FL</b>.</p> <p>Since all Science and Mathematics courses currently listed in the <u>Course Code Directory</u> meet specific graduation requirements, any credits in Mathematics or Science taken above the minimum graduation requirements should be coded <b>MA</b> or <b>SC</b> as appropriate.</p> <p>Computer Education (<b>CE</b>) may be substituted for an elective credit when a district's local policy requires a student to complete a computer education course in order to graduate.</p> <p>The Practical Arts graduation requirement may be fulfilled by substituting one of the basic Computer Education courses on a curriculum equivalency basis. If a substitution is made, a 1 should be shown in the Course Flag field.</p> <p>Half of the credit earned in a course coded <b>SV</b> satisfies the graduation requirement for Science and half satisfies the graduation requirement in the Vocational area.</p> <p><b>Note:</b> Optional for the 2008-09 school year for Local and FASTER reporting.</p>		
<b>Revised:</b> 3/3/09	<b>Volume I</b>	<b>Effective:</b> 7/08 <b>Page Number:</b> 45-31

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<b>Implementation Date:</b> Fiscal Year 1988-89 July 1, 1988
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**APPENDIX F**

**FLORIDA PUBLIC COMMUNITY COLLEGE AND STATE UNIVERSITY REPORTING NUMBERS**

**COMMUNITY COLLEGES REPORTING  
NUMBERS**

**STATE UNIVERSITIES REPORTING  
NUMBERS**

C901	Brevard Community College		U970	Florida Agricultural and Mechanical University
C902	Broward College	←	U971	Florida Atlantic University
C903	Central Florida Community College		U972	Florida International University
C904	Chipola College	←	U973	Florida State University
C905	Daytona State College	←	U974	University of Central Florida
C906	Edison State College	←	U975	University of Florida
C907	Florida Community College at Jacksonville	←	U976	University of North Florida
C908	Florida Keys Community College		U977	University of South Florida
C909	Gulf Coast Community College		U978	University of West Florida
C910	Hillsborough Community College		U979	Florida Gulf Coast University
C911	Indian River State College		U980	New College of Florida
C912	Lake City Community College			
C913	Lake-Sumter Community College			
C914	Manatee Community College			
C915	Miami-Dade College	←		
C916	North Florida Community College			
C917	Northwest Florida State College			
C918	Palm Beach Community College			
C919	Pasco-Hernando Community College			
C920	Pensacola Junior College	←		
C921	Polk Community College			
C922	St. Johns River Community College			
C923	St. Petersburg College	←		
C924	Santa Fe College	←		
C925	Seminole Community College			
C926	South Florida Community College			
C927	Tallahassee Community College			
C928	Valencia Community College			

## STUDENT COURSE TRANSCRIPT INFORMATION - REJECT RULES

14. Course Flag must be 0-4, 7-9, A-O, Q, R, T-Z, \$, &, +, \* 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	RH
* 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.

## STUDENT DISCIPLINE/REFERRAL ACTION - STATE VALIDATION RULES

35. If Survey = 2 or 3 and if the Disciplinary/Referral Action code is E, then Withdrawal Code, PK-12 on at least one Prior School Status/Student Attendance (PSS/SA) record must = W21. If Survey = 5 and if the Disciplinary/Referral Action code is E, then the Withdrawal Code, PK-12 on at least one PSS/SA record must = W21 and the Withdrawal Reason on the Student End of Year Status record must = W21.

The records should be matched on the following items: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and School Year –state validation-

### EXAMPLE

The first record listed below would meet the criteria specified in the edit above. The second record would cause a message to be generated because the Disciplinary/Referral Action Code = E, the Survey Period = 5, the Withdrawal Reason = W21, but the Withdrawal Code, PK-12 does not equal W21.

#### *Student Discipline/Referral Action*

District Number, Current Enrollment	Student Number Identifier, Florida	Disciplinary/ Referral Action Code	Survey Period
36	123456789X	E	5
* 36	223456780X	E	5

#### *Student End of Year Status*

District Number, Current Enrollment	Student Number Identifier, Florida	Withdrawal Reason	Survey Period
36	123456789X	W21	5
* 36	223456780X	W21	5

#### *Prior School Status/Student Attendance*

District Number, Current Enrollment	Student Number Identifier, Florida	Withdrawal Code, PK-12	Survey Period
36	123456789X	W21	5
* 36	223456780X	W3A	5

## **STUDENT DISCIPLINE/REFERRAL ACTION - STATE VALIDATION RULES**

### **DISTRICT RESPONSIBILITY**

The district should review the Disciplinary/Referral Action code, the Withdrawal Reason code, and the Withdrawal Code, PK-12 and correct the code that is in error.