

## STUDENT COURSE SCHEDULE - REJECT RULES

1. **District Number, Current Enrollment must be numeric and in the range 01-69 or 71-75. -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 since the District Number, Current Enrollment is not in the appropriate range.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0021	012345677X
01	0021	012345678X
* 00	0021	012345679X

### 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 District Number, Current Enrollment and resubmit the record.

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2. **School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001, or it must be N998 or N999. -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 and fourth records would be rejected. 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.

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3. The first nine positions of Student Number Identifier, Florida must be numeric. The tenth position of Student Number Identifier, Florida must either be an "X" or numeric. If the tenth position of Student Number Identifier, Florida is numeric, the first two digits must be a valid district number in the range 01-75 or 78-79. If the tenth position of the Student Number Identifier, Florida is an "X", the first three positions may not all be zeroes. -record rejected-

**Note:** For more information on the Student Number Identifier, Florida refer to DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual.

### 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 when the social security number is used as the Student Number Identifier, Florida, the tenth digit must be an "X". The fourth record would be rejected because the Student Number Identifier, Florida contains blanks. The fifth record would be rejected because the first two digits are not a valid district number. The sixth record would be rejected because the tenth position contains an "X", and the first three positions are all zeroes.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0151	1234567891
01	0151	123456789X
* 01	0151	123456789C
* 01	0151	123456789
* 01	0151	0023456791
* 01	0151	000123456X

### 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 Student Number Identifier, Florida and resubmit the records.

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- 4. Survey Period Code must be 1, 2, 3, or 4 and it must be correct for the submission specified by the district. -record rejected-**

### **EXAMPLE**

The Survey Period Code as specified in the transmission JCL or in the statements for tape transmission is identified as Survey Period Code "2" and records are coded with Survey Period Code "3". All updates, adds, or deletes with this inconsistency would be rejected.

### **DISTRICT RESPONSIBILITY**

Correct the Survey Period Code either on the records coming in or the transmission JCL and resubmit all of the records.

- 5. The Fiscal Year must be correct for the submission specified by the district. -record rejected-**

### **EXAMPLE**

The Fiscal Year on the JCL and the records being submitted for processing must match. Otherwise, the records would be rejected.

### **DISTRICT RESPONSIBILITY**

Correct the Fiscal Year either on the transmission JCL or the records being submitted and resubmit all records for processing.

## **STUDENT COURSE SCHEDULE - REJECT RULES**

- 6. District Number, Current Instruction/Service must be correct for the district submitting the data. -record rejected-**

### **EXAMPLE**

The District Number, Current Instruction/Service on records being submitted for processing must match the District Number, Current Instruction/Service on the JCL. Otherwise, the records would be rejected.

### **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 District Number, Current Instruction/Service and resubmit the records.

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### 7. If Survey Period Code is 1, then

- School Number, Current Instruction/Service must be numeric in the range 0001-9899 or 9996 (excluding 7001, 7004, 7006, 7023, 9001; and excluding schools where the Charter School Status is not Z and School Function/Setting equals V on the Master School Identification file), or
- it must be C901-C928, U970-U980, or P001-P999.

### If Survey Period Code = 2 or 3, then

- School Number, Current Instruction/Service must be numeric in the range 0001-9899 (excluding 9001), 9996, C901-C928, U970-U980, P001-P999, or
- it may be a private school number.

### If Survey Period Code is 4, then

- School Number, Current Instruction/Service must be numeric in the range 0001-9899 (excluding 9001), 9996, , or
  - it must be C901-C928, U970-U980, or P001-P999.
- record rejected-

**NOTE:** If School Number, Current Instruction/Service is a private school number, Course Number must be 2222222.

### EXAMPLE

The records listed below would be rejected because in each case the School Number, Current/Instruction Service is not within the valid range.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code
* 01	9901	123456789X	2
* 01	C929	123456790X	2
* 01	U981	123456791X	2

## **STUDENT COURSE SCHEDULE - REJECT RULES**

### **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.

## STUDENT COURSE SCHEDULE - REJECT RULES

8. If the School Number, Current Instruction/Service is C901-C928, U970-U980, P001-P999, 9996, or N999, the District Number, Current Enrollment must be correct for the district submitting the data. If Survey Period Code = 2 or 3 and School Number, Current Instruction/Service is a private school number, the District Number, Current Enrollment must be correct for the district submitting the data. -record rejected-

**NOTE:** If School Number, Current Instruction/Service is a private school number, Course Number must be 2222222.

### EXAMPLE

If the district submitting the records is 01, then 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 District Number, Current Enrollment is incorrect for the district submitting the record.

District Number, Current Enrollment	School Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code
01	C901	123456789X	2
* 02	C928	123456790X	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 Student Course record or the transmission JCL where the mismatch occurs and resubmit the record.



## STUDENT COURSE SCHEDULE - REJECT RULES

### 9. Course Number must not contain blanks. -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 Course Number contains a blank.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number
02	0061	123456789X	5013010
* 02	0201	123456790X	1008 80

#### 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 Number and resubmit the record.

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10. Section Number must not be all blanks. Allowable characters are 0-9, A-Z, space, hyphen (-), dollar sign (\$), pound sign (#), ampersand (&), percent (%), forward slash (/) and colon (:). -record rejected-

Note: Section Number may be submitted with blanks in one to four of the five positions, but may not be submitted with five blanks.

### 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 Section Number is all blanks.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Section Number
02	123456789X	5013010	PP18
* 02	123456791X	2003340	

### 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 Section Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

11. **Period Number must be numeric and greater than or equal to zero. -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 Period Number is not numeric. The fourth record would be rejected because Period Number is blank.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Period Number
02	123456789X	5013010	0101
02	123456790X	7910100	0288
* 02	123456791X	2109310	AB80
* 02	123456792X	1300330	

### 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 Period Number and resubmit the records.

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12. If the School Number Current Instruction/Service does not begin with "P" the Course Number must not be a "local use only transfer" course number unless Course Number = 0500980. If the School Number Current Instruction/Service does not begin with "P" then the Course Number must not begin with 00. -record rejected-

Note: Local use only transfer course numbers for Grade Levels 09-12 are numeric course numbers that end in 980 or 990. Local use only transfer course numbers for Grade Levels 30-31 are alphanumeric course numbers that begin with one alpha character and end with six zeroes.

### EXAMPLE

The third record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first and second records would be rejected because the Course Numbers are local use only transfer course numbers.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number
* 01	0201	123456789X	2100990
* 01	0201	123456790X	2000990
01	0201	123456791X	1206310

### 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 Course Number and resubmit the records.

## **STUDENT COURSE SCHEDULE - REJECT RULES**

**13. The Transaction Code must be A, C or D. For the original transmission, only A is valid. For subsequent batch/update submissions, if A is specified then the record must not already exist on the data base; if C or D is specified then the record must exist on the data base. -record rejected-**

### **EXAMPLE**

For all original transmissions, the Transaction Code must be "A". An original transaction is the first submission of a record during a survey period. After original transmission of records, changes to the record for elements other than the key elements must be done with a "C" as the Transaction Code. To delete a record, the Transaction Code must be a "D". To change key elements in a batch transaction, the record must FIRST be deleted with a "D" and then added with an "A". Records with an incorrect Transaction Code would be rejected.

### **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 Transaction Code and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

14. Each Student Course Schedule record must be unique based on Student Number Identifier, Florida; Survey Period Code; Fiscal Year; District Number, Current Instruction/Service; School Number, Current Instruction/Service; Course Number; Section Number; Period Number; and Term. -Record having highest weighted FTE accepted, all other duplicate records rejected-

### EXAMPLE

The records that are highlighted are duplicates. The record in each of the pairs which is marked with an asterisk would be rejected because it has the lower weighting factor. That is, FEFP Program Number 102 has a lower weighting factor for funding than does FEFP Program Number 103.

Student Number Identifier, Florida	Svy. Pd. Code	FY	Dist. Num., Curr. Inst./ Serv.	Schl. Num., Curr. Instr./ Serv.	Course Number	Section Number	Period Number	FEFP Prog. No.	Term
123456780X	2	****	01	0021	2109370	00001	0202	102	1
123456781X	2	****	01	0021	2109370	00001	0202	102	1
123456782X	2	****	01	0021	2109370	00001	0202	102	1
123456783X	2	****	01	0021	2109370	00001	0202	102	1
123456784X	2	****	01	0021	2109370	00001	0202	102	1
123456785X	2	****	01	0021	2109370	00001	0202	102	1
123456786X	2	****	01	0021	2109370	00001	0202	102	1
* 123456787X	2	****	<b>01</b>	<b>0021</b>	<b>2109370</b>	<b>00001</b>	<b>0202</b>	<b>102</b>	<b>1</b>
<b>123456787X</b>	<b>2</b>	****	<b>01</b>	<b>0021</b>	<b>2109370</b>	<b>00001</b>	<b>0202</b>	<b>103</b>	<b>1</b>
123456788X	2	****	01	0021	2109370	00001	0202	102	1
* 123456789X	2	****	<b>01</b>	<b>0021</b>	<b>2109370</b>	<b>00001</b>	<b>0202</b>	<b>102</b>	<b>1</b>
<b>123456789X</b>	<b>2</b>	****	<b>01</b>	<b>0021</b>	<b>2109370</b>	<b>00001</b>	<b>0202</b>	<b>103</b>	<b>1</b>

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

### DISTRICT RESPONSIBILITY

If the records that were accepted and loaded to the data base are the correct ones, 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 delete any invalid records, correct any rejected records if necessary, and resubmit the corrected records.

## STUDENT COURSE SCHEDULE - REJECT RULES

15. **Dual Enrollment Indicator must be A, B, C, E, or Z. -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 Dual Enrollment Indicator is not valid.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Course Number	Dual Enrollment Indicator
31	0291	2	123456789X	PHY1050	A
31	0291	2	123456790X	1209800	Z
* 31	0291	2	123456791X	PHY1050	D

### 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 Dual Enrollment Indicator and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

16. All alphanumeric Course Numbers must either be on the Course Code Directory or on the Statewide Course Numbering System file unless School Number, Current Instruction/Service equals N999 or P001-P999. -record rejected-

### EXAMPLE

The second and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and fourth records would be rejected because the Course Numbers are not on the Course Code Directory or on the Statewide Course Numbering System files.

Student Number Identifier, Florida	District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number
* 661234566X	66	0061	FF10011
661234567X	66	0061	I460103
661234568X	66	0201	B070614
* 661234569X	66	0271	ABCDE12

### 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 Course Numbers and resubmit the records.



## STUDENT COURSE SCHEDULE - REJECT RULES

### 17. If Course Number is

0051076-0073214, 0100220, 0100990, 0200220, 0200990, 0300220, 0300990, 0400220, 0400990, 0700220, 0700980, 0700990, 0701980, 0701990, 0702980, 0702990, 0703980, 0703990, 0791920, 0800220, 0800400, 0800990, 0900990, 1000220, 1000990, 1100220, 1100990, 1200220, 1200998, 1200999, 1300220, 1300990, 1500220-1500990, 1800990, 2000220, 2000990, 2000999, 2100220, 2100990, 2200000-2200050, 2200300-2200370, 2400200, 2500500, 2500510, 5022000, 8299990, 8499990, 8599990, 8799990, 8899990, 8999990, A010000, B000000, H000000, I000000, M000000, P000000, or V000000

then FTE Reported, Course must be 0000 and FEFP Program Number must be 999.  
-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 course is a study hall and the FEFP Program Number is not 999. The third record would be rejected because the course is a study hall and the FTE Reported, Course is greater than zero.

Student Number Identifier, Florida	Survey Period Code	FTE Reported, Course	Course Number	FEFP Program Number
242123456X	2	0000	2200300	999
* 242123457X	2	0000	2200310	103
* 242123458X	2	0250	2200320	999

### 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 appropriately correct the element(s) listed in the edit and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

18. If Course Number equals 0800300 or 8502000, then FEFP Program Number must equal 102, 103, 112, 113, 254, 255, or 999. -record rejected-

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the proper relationship does not exist between FEFP Program Number and the Course Number 8502000.

Student Number Identifier, Florida	District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number	FEFP Program Number
111123456X	01	0201	8502000	103
* 111123457X	01	0201	8502000	300
111123458X	01	0201	8502000	103

### 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 FEFP Program Number or the Course Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

19. If Course Number equals 2222222, then School Number, Current Instruction/Service must be a private school number and vice versa -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 since Course Number is 2222222 and the School Number, Current Instruction/Service is not a private school number.

Student Number Identifier, Florida	District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number
123456789X	01	8034	2222222
123456790X	17	8016	2222222
* 123456791X	17	8711	2222222

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

## STUDENT COURSE SCHEDULE - REJECT RULES

-  20. FEFP Program Number must be 102, 103, 112 or 113 if Dual Enrollment Indicator code = A, B, C, or E. -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 relationship between Dual Enrollment Indicator code and FEFP Program Number is not appropriate.

Student Number Identifier, Florida	Dual Enrollment Indicator	FEFP Program Number
123456789X	A	103
* 123456790X	C	251

### 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 Dual Enrollment Indicator code or FEFP Program Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

21. If Dual Enrollment Indicator equals A, then School Number, Current Instruction/Service must be C901-C928, U970-U980 or P001-P999. -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 since the School Number, Current Instruction/Service is not in the appropriate range.

School Number, Current Enrollment	School Number Current, Instruction/Service	Dual Enrollment Indicator
0021	C901	A
0051	P999	A
*0204	0204	A

### 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.

## STUDENT COURSE SCHEDULE - REJECT RULES

**22. Class Minutes, Weekly must be numeric and greater than or equal to zero.  
-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 Class Minutes, Weekly contains a blank. The third record would be rejected because Class Minutes, Weekly is not numeric.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Class Minutes, Weekly
02	123456789X	2109370	0050
* 02	123456790X	2109370	075
* 02	123456791X	2109370	W025

### 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 Class Minutes, Weekly and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

**23. FEFP Program Number must be 101-103, 111-113, 130, 254-255, 300, or 999.  
-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 and third records would be rejected because the FEFP Program Numbers are invalid.

District Number, Current Instruction/ Service	Student Number Identifier Florida	Course Number	FEFP Program Number
02	123456789X	2109370	103
* 02	123456790X	2109370	001
* 02	123456791X	2109370	118

### 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 FEFP Program Number and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

➔ 24. FTE Reported, Course must be numeric and greater than or equal to zero. If Period Number is 9800, FTE Reported, Course must be greater than zero and less than or equal to .1667. -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 FTE Reported, Course contains a blank. The third record would be rejected because FTE Reported, Course is not numeric.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	FEFP Program Number	FTE Reported, Course
02	123456789X	2109370	103	0834
* 02	123456790X	2109370	103	0 34
* 02	123456791X	2109370	103	o005

### 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 records by assigning a value greater than or equal to zero for FTE Reported, Course and resubmit the records.



## STUDENT COURSE SCHEDULE - REJECT RULES

25. If Grade Level on the Student Course Schedule record is PK, the Reading Intervention Component code must be Z. -record rejected-

### EXAMPLE

The first three records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The fourth record would be rejected because the Reading Intervention Component code is not Z.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Reading Intervention Component	Grade Level
01	123456789X	2100010	Y	06
01	123456790X	2100010	N	10
01	123456791X	2100010	Y	01
* 01	123457891X	5100520	N	PK

### 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 Reading Intervention Component code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

26. If Survey Period Code = 2 or 3, Reading Intervention Component code must be Y, N, E, F or Z. If Survey Period Code = 1 or 4, Reading Intervention Component code must be Z. -record rejected-

### EXAMPLE

The first three records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The fourth record would be rejected because the Reading Intervention Component code is not Z.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Reading Intervention Component	Survey Period Code
01	123456789X	2100010	Y	2
01	123456790X	2100010	N	3
01	123456791X	2100010	Z	1
*01	123457891X	2100010	N	4

### 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 Reading Intervention Component code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

27. If Course Number is 5100520, 5100530, 5100560, 5100570, 5100580 or 5100590 Grade Level must be PK. -record rejected-

### EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause it to reject. The second record would be rejected because the student's Grade Level is not PK..

Course Number	FEFP Program Number	Grade Level
5100580	999	PK
* 5100590	999	01

### 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 Level or Course Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**28. If School Number, Current Instruction/Service equals 9996, then School Number, Current Enrollment must be N999. -record rejected-**

### EXAMPLE

The first record listed below would be rejected because School Number, Current Enrollment is not N999. The second record would be loaded to the data base assuming no other reject rule would cause it to reject.

Student Number Identifier, Florida	District Number, Current Instruction/ Service	School Number, Current Enrollment	School Number Current Instruction/ Service
* 123456789X	01	0021	9996
223456789X	41	N999	9996

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

## STUDENT COURSE SCHEDULE - REJECT RULES

### 29. Grade Level must be PK, KG, or 01-12. -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 Grade Level codes are not valid.

Student Number Identifier, Florida	Grade Level	FEFP Program Number
* 630123455X	KK	101
* 630123456X	1	101
630123458X	01	101
630123459X	12	103

#### 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 code and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

**2A. If Dual Enrollment Indicator is A and if School Number, Current Instruction/Service is not P001-P999 then Course Number must start with an alphabetic character. -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 Course Number is not appropriate for the Dual Enrollment Indicator reported.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Course Number	Dual Enrollment Indicator
31	C901	2	123456789X	PHY1050	A
31	U970	2	123456790X	SOC1022	A
* 31	U970	2	123456791X	0701350	A

### 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 Dual Enrollment Indicator or the Course Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**2B. The Course Grade code must be A+, A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, I, IP, N, U, P, S, E, WP, FL, NG, W, WF or Z and must be right justified with leading blanks. -record rejected-**

### EXAMPLE

In the example below, records two and five would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Records one and four would be rejected since they contain invalid codes. Record three would be rejected since the Course Grade is not right justified with leading blanks.

Course Number	Credit Earned, Course	Course Grade
* 1005300	100	OOA
0900310	050	B+
* 0400330	100	C+
* 1200350	050	WC
1200350	050	P

### 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 Course Grade and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

### 2C. If Dual Enrollment Indicator = Z and

- School Number, Current Instruction/Service = 7001, 7004, 7006 or 7023;
- or District Number, Current Instruction/Service = 71;
- or if School Number, Current Instruction/Service has a Charter School Status is not Z and School Function/Setting equals V on the Master School Identification file,
- or Location of Student equals T; and District Number, Current Instruction equals 01-69 or 72-75; and School Number, Current Instruction not equal 7001, 7004, 7006, or 7023;

then Course Grade may not equal Z. All other schools must equal Z.

### EXAMPLE

In the example below, records two and three would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Record one would be rejected since it contains an invalid code.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Student Number Identifier, Florida	Course Grade	Dual Enrollment Indicator
* 01	7023	123456789X	Z	Z
01	7001	123456790X	IP	Z
71	0600	123456791X	A-	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 Course Grade and resubmit the record.



## STUDENT COURSE SCHEDULE - REJECT RULES

### 2D. If

- Survey Period Code is 1, 2, 3 or 4;
- and Course Number is 8709410, 8709420, 8709430, 8709440, 8709450, 8709460, 8709470, 8709480, 8709490, 8709491, 8709492, 8709493, 9504110, 9504120, 9504130, 9504140, 9504150, or 9504160;
- and District Number, Current Instruction/Service and School Number, Current Instruction/Service exists on the Non-fundable Automotive Service Technology file (F71340),

then FTE Reported, Course must be .0000.

### -record rejected-

The records listed below would be rejected because in each case District Number, Current Instruction/Service and School Number, Current Instruction/Service exists on Non-fundable Automotive Service Technology Program file (F#####)

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Number	FTE Reported, Course
* 10	0252	8709430	0035
* 12	0011	8709492	0024
* 13	7191	8709493	0005

### 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 FTE Reported, Course and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

➔ 2F. If Dual Enrollment Indicator = Z, Course Number does not equal 2222222 and

- School Number, Current Instruction/Service = 7001, 7004, 7006 or 7023;
- or District Number, Current Instruction/Service = 71
- or if School Number, Current Instruction/Service has a Charter School Status is not Z and School Function/Setting equals V on the Master School Identification file,
- or Location of Student equals T; and District Number, Current Instruction equals 01-69 or 72-75; and School Number, Current Instruction not equal 7001, 7004, 7006, or 7023;
- and Course Grade is F, I, IP, N, U, WP, FL, NG, W, or WF;

then FTE Reported, Course must be .0000.

-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 fourth record would be rejected because FTE Reported, Course is greater than zero.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Course Grade	FTE Reported, Course
02	0012	A	0035
54	0301	C	0024
* 63	0021	IP	0025
* 38	0091	F	0067

### 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 FTE Reported, Course and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **30. If Survey Period Code = 1-4 and FEFP Program Number is 999, then FTE Reported, Course must be zero. -record rejected-**

**Note:** The use of the FEFP Program Number "999" is for individual students who are not eligible for FTE funding for reasons other than attendance or program membership. These students would include those pre-kindergarten students who are being served in a program for which the student cannot earn FTE.

### EXAMPLE

The first, second, fifth and sixth 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 FTE Reported, Course is not zero.

Student Number Identifier, Florida	Grade Level	FEFP Program Number	FTE Reported, Course
630123454X	PK	999	0000
630123455X	KG	999	0000
* 630123456X	01	999	5000
* 630123457X	07	999	2500
630123458X	01	999	0000
630123459X	12	999	0000

### 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 relationship between FEFP Program Number and FTE Reported, Course and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

31. In surveys 1 through 4 if the FEFP Program Number is not 999, then there must be a valid association between the FEFP Program Number listed below and the student's Grade Level. -record rejected-

FEFP Program Numbers	Grade Levels
101 -----	>PK-03
102 -----	>04-08
103 -----	>09-12
111 -----	>PK-03
112 -----	>04-08
113 -----	>09-12
130 -----	>KG-12
254-255 -----	>PK-12
300 -----	>09-12

### 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 FEFP Program Number.

Student Number Identifier, Florida	Dist. Number, Current Instruction/Service	Sch. Number, Current Instruction/Service	FEFP Program Number	Grade Level	FTE Reported, Course
* 123456789X	01	0021	102	KG	0834
* 123456788X	01	0021	102	12	0834
123456786X	01	0021	102	07	0834
123456785X	01	0021	102	08	0834
* 123456785X	01	0021	103	08	0834
123456784X	01	0021	102	07	0834
* 123456783X	01	0021	103	07	0834

### 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 FEFP Program Number or the Grade Level so that there is a valid relationship between these two data elements and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

→ 32. If Survey Period Code is 1-4, Grade Level is less than 06 and FTE Reported, Course is greater than zero, then School Number, Current Instruction/Service must not be a college or university (C901-C928, U970-U978 or P001-P999). -record rejected-

### EXAMPLE

The second and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and third records would be rejected because FTE Reported, Course is greater than zero and the School Number, Current Instruction/Service is for a college or university and the Grade Level is less than 06.

Student Number Identifier, Florida	School Number Current Instruction/Service	Section Number	Period Number	FEFP Program Number	Grade Level	FTE Reported, Course
*123456786X	U974	00001	0202	102	05	0834
123456787X	0021	00001	0202	102	08	0834
*123456788X	C901	00001	0202	102	05	0834
123456789X	0021	00001	0202	102	07	0834

### 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 relationship between Grade Level; FTE Reported, Course and School Number Current Instruction/Service and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

-  33. If Course Number is 5100580 then Survey Period code must be 2 or 3.  
-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 student's Course Number is 5100580 and Survey Period Code is 4. The last record would be rejected because the student's Course Number is 5100580, and Survey Period Code is 1.

Course Number	Survey Period Code	Grade Level	FTE Reported, Course
5100580	2	PK	0000
5100580	3	PK	0000
* 5100580	4	PK	0000
* 5100580	1	PK	0000

### 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 Survey Period Code or Course Number and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

- 34. If Course Number is 5100590 then Survey Period Code must be 1 or 4.  
-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 student's Course Number is 5100590 and Survey Period Code is 2. The last record would be rejected because the student's Course Number is 5100590, and Survey Period Code is 3.

Course Number	Survey Period Code	Grade Level	FTE Reported, Course
5100590	1	PK	0000
5100590	4	PK	0000
* 5100590	2	PK	0000
* 5100590	3	PK	0000

### 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 Survey Period Code or Course Number and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

### 35. Term must be either 1-9, B-O or S-X. -record rejected-

#### EXAMPLE

The records in the first and third examples listed below would be rejected because the Term code is invalid. The second record would be rejected because the Term code was left blank.

Student Number Identifier, Florida	Course Number	Term
* 240123457X	1200310	P
* 240123458X	1001310	
* 240123459X	2000310	A

#### 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 Term and resubmit the record.



## STUDENT COURSE SCHEDULE - REJECT RULES

**36. English Language Learners: Instructional Model must be E, S, I, C, O, T, or Z. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because English Language Learners: Instructional Model is invalid. The fourth record would be rejected because English Language Learners: Instructional Model is blank.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	ELL: Instructional Model
01	123456786X	5100070	E
* 01	123456787X	5100070	A
04	123456788X	5100070	C
* 08	123456789X	5100070	

### 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 English Language Learners: Instructional Model and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

37. Year-Round/Extended School Year FTE Indicator must be A or Z. -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 and fourth records would be rejected because the Year-Round/Extended School Year FTE Indicator codes are not valid.

District Number, Current Instruction/Service	Student Number Identifier, Florida	Course Number	Survey Period Code	Year-Round/Extended School Year FTE Indicator
01	0123456786X	5100070	2	A
01	0123456787X	5100070	2	Z
* 01	0123456788X	5100070	2	B
* 01	0123456789X	5100070	2	Y

### 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 Year-Round/Extended School Year FTE Indicator codes and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

**38. The Student Number Identifier, Local may be any combination of letters, numbers and blanks. (All blanks are allowable.) It must be left-justified with trailing blanks. -record rejected-**

### EXAMPLE

The first three records listed below would be loaded to the data base assuming no other edit would cause their rejection. The fourth record would be rejected because the Student Number Identifier, Local contains a symbol (@). The fifth record would be rejected because it is right-justified rather than left-justified.

District Number, Current Enrollment	Student Number Identifier, Local
01	0123456789
01	ABC123DEF9
01	3001 28K
* 01	2121@xyz
* 01	123456

### 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 Student Number Identifier, Local and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES



- 39. If Survey Period is 2 or 3, and  
If Dual Enrollment Indicator is not B or C, and**
- **District Number, Current Instruction/Service = 71 and School Number, Current Instruction/Service = 0300 or 0400; or**
  - **if School Number, Current Instruction/Service is**
  - **7001 (district virtual instruction program – contracted provider), or**
  - **7004 (franchise of Florida Virtual School), or**
  - **7006 (KG-12 virtual course offerings), or**
  - **7023 (district virtual instruction program – district provider), or**
  - **Location of Student = T; and District Number, Current Instruction equals 01-69 or 72-75; and School Number Current Instruction not equal 7001, 7004, 7006 or 7023,**  
**then FTE Reported, Course must be 0000.**

**If Survey Period is 2 or 3 and**

- **The School Number, Current Instruction/Service has a School Function Setting of V on the Master School Identification file and**
- **The School Number, Current Instruction/Service has a Charter School Status not equal to Z on the Master School Identification file and**
- **Dual Enrollment Indicator is not “B” or “C”,**  
**then FTE Reported, Course must be 0000.**

**-record rejected-**

### EXAMPLE

The third and fourth records below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and second records below which are marked with an asterisk would be rejected because the FTE Reported, Course is not zero.

Student Number Identifier, Florida	Dist. Number, Current Instruction/Service	Sch. Number, Current Instruction/Service	FEFP Program Number	Survey Period	FTE Reported, Course
* 123456789X	01	7001	101	2	0834
* 123456788X	01	7001	103	2	0834
123456786X	01	7001	102	2	0000
123456785X	01	7001	102	2	0000

## **STUDENT COURSE SCHEDULE - REJECT RULES**

### **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 or the FTE Reported, Course and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

40. If the School Number, Current Enrollment is not N998 or N999, then it must exist on the Master School Identification File as a valid active number in the District Number, Current Enrollment. -record rejected-

**NOTE:** If Survey Period Code is 2 or 3 and the student is being reported for the McKay Scholarship Program for students with disabilities, School Number, Current Enrollment must be 3518.

### EXAMPLE

The records listed below would be rejected because the School Number, Current Enrollment is not on the Master School Identification File as a valid active school number in the District Number, Current Enrollment.

District Number, Current Enrollment	School Number, Current Enrollment
* 01	8311
* 06	0001
* 09	9999

### 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.

## STUDENT COURSE SCHEDULE - REJECT RULES

41. The Career and Technical Education/Adult General Education Program Code must be a program number from the Career and Technical Education/Adult General Education Program Edit file (F61730) or must be zero-filled. -record rejected-

Note: For more information on Vocational/Adult General Education Program Codes refer to the Career and Technical Education Data Base Handbook Appendices.

### 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 Vocational/Adult General Education Program Code is not a valid program number.

Student Number Identifier, Florida	Course Number	Career and Technical Education/ Adult General Education Program Code
630123457X	8772010	8772000
630123458X	1480201	1480201
* 630123459X	8506310	5806310

### 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 Career and Technical Education/Adult General Education Program Code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

42. School Number, Current Instruction/Service must exist on the Master School Identification File as a valid active number in the District Number, Current Instruction/Service or it must be C901-C928, U970-U978, P001-P999, or 9996. If Survey Period Code = 2 or 3, then School Number, Current Instruction/Service may be a private school number anywhere in Florida. -record rejected-

**NOTE:** If School Number, Current Instruction/Service is a private school number Course Number must be 2222222.

### EXAMPLE

The last three records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first two records would fail this edit because they do not exist on the Master School Identification File as a valid and active number for the District Number, Current Instruction. The third record would fail this edit because it is not in the valid range for alphanumeric numbers.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Course Number
* 09	8131	2	1001010
* 13	0021	2	5012000
* 15	C999	2	SPN2010
57	0051	2	5012000
63	0031	2	5012000
67	C904	2	SPN2010

### 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 so that it exists as a valid and active number in the District Number, Current Instruction/Service or is a valid and active alphanumeric school number and resubmit the records.



## STUDENT COURSE SCHEDULE - REJECT RULES

43. All numeric Course Numbers must be on the Course Code Directory file unless School Number, Current Instruction/Service begins with P. If Survey Period Code = 2, or 3 and School Number, Current Instruction/Service is a private school number, Course Number must be 222222. -record rejected-

### EXAMPLE

The first, fifth and sixth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second, third and fourth records would be rejected because the numeric Course Numbers are not on the Course Code Directory file.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Course Number	Survey Period Code
01	0021	379873674X	0200300	2
* 01	0021	379873675X	0801300	2
* 01	0021	379873676X	0708301	2
* 01	0021	379873677X	1004820	2
01	0021	379873698X	1008320	2
01	0021	379873679X	1200310	2

### 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 Course Number and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES



44. If Grade Level equals PK-05, then the Dual Enrollment Indicator must equal Z. - record rejected-

### EXAMPLE

The first record listed below would pass this edit. The second record would be rejected because the Grade Level is 5 and the Dual Enrollment Indicator is C.

Student Number Identifier, Florida	Grade Level	Dual Enrollment Indicator
630123457X	4	Z
* 630123458X	5	C

### 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 the Grade Level and the Dual Enrollment Indicator and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

→ 45. If the Course Number begins with an alpha character and is on the Course Code Directory file, and the School Number, Current Instruction/Service does not begin with P, the FEFP Program Number must be 103 or 113. -record rejected-

**Note:** Enrollment of secondary students in postsecondary vocational courses must be reported in the Workforce Development Information System. The parallel allowable dual enrollment hours at the high school are to be reported under the same postsecondary vocational course number, but must be funded under the basic program weights of 103 or 113.

### EXAMPLE

The records listed below would be rejected because the Course Number is for a postsecondary course (begins with an alpha character and the School Number, Current Instruction/Service does not begin with a P) and the FEFP Program Number is not 103 or 113.

Student Number Identifier, Florida	School Number, Current Instruction/Service	Course Number	Section Number	Period Number	FEFP Program Number	Grade Level	FTE Reported, Course
* 123456787X	0021	A010304	00100	0202	300	12	0834
* 123456788X	0021	B070401	00100	0202	300	30	0834

### 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 Course Number and/or the FEFP Program Number and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

→ 46. The first two digits of the Period Number must be 00-80 while the last two digits must be 00-80, or 88 and be greater than or equal to the first two digits. For Survey 4, period 9800 may also be reported. -record rejected-

**Note:** For more information on Period number refer to the DOE Information Data Base Requirements: Volume I -- Automated Student Information System manual.

### EXAMPLE

The first three Student Course records listed below would be loaded to the data base assuming no other reject rule caused their rejection. The fourth record would be rejected because the Period Number has an ending period with a value less than the beginning period. The last record would be rejected because the last two digits of Period Number are not in the acceptable range.

Student Number Identifier, Florida	Course Number	Section Number	Period Number	FTE Reported, Course
371234564X	8772030	B0100	0101	0834
371234565X	8754500	B0100	0909	0834
371234566X	8754500	B0300	0405	1667
* 371234567X	8727210	E0100	8070	2000
* 371234568X	8727210	E9900	8098	2000

### 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 Period Number and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES



47. If Dual Enrollment Indicator code does not equal Z, then Grade Level must equal 06-12. -record rejected-

### EXAMPLE

The first record listed below would pass this edit. The second record would be rejected because the Grade Level is 5 and the Dual Enrollment Indicator is C.

Student Number Identifier, Florida	Grade Level	Dual Enrollment Indicator
630123457X	12	A
*630123458X	5	C

### 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 the Grade Level and the Dual Enrollment Indicator and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

48. If Dual Enrollment Indicator equals E, then School Number, Current Instruction/Service must be C901-C928, U970-U980 or P001-P999, or a school on the Master School Identification file that has School Function Setting equal to T.  
-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 since the School Number, Current Instruction/Service is not in the appropriate range.

School Number, Current Enrollment	School Number Current, Instruction/Service	Dual Enrollment Indicator
0021	C901	E
0051	P999	E
*0204	0204	E

### 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 or the Dual Enrollment Indicator code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

-  49. **Days Per Week must be 1-7. If Period Number is 9800, Days Per Week must equal zero. -record rejected-**

### EXAMPLE


The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Days Per Week is zero.

Student Number Identifier, Florida	Course Number	FEFP Program Number	Grade Level	FTE Reported, Course	Class Minutes, Weekly	Days Per Week
371234566X	1200310	103	12	0834	250	5
* 371234568X	1200310	103	12	1667	500	0
371234569X	1200310	103	11	2000	300	5

### 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 Days Per Week and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **4A. If Course Number = 9900130-9900135 (GED Prep courses), then School Number, Current Instruction/Service must be a valid active school on the Master School Identification (MSID) file with School Function/Setting = D (DJJ). -record rejected-**

### EXAMPLE

The second Student Course Schedule record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The first and third records would be rejected because the School Function/Setting is not D (DJJ) on the MSID.

<i>Student Course Schedule Records</i>				<i>MSID</i>		
District Number, Current Instruc./Service	School Number, Current Instruc./Service	Student Number Identifier, Florida	Course Number	District Number	School Number	School Function/Setting
* 49	0201	123456789X	9900133	49	0201	Z
49	9031	123456790X	9900132	49	9031	D
* 49	9013	123456791X	9900130	49	9013	M

### 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 database, the district must correct the Course Numbers on the Student Course Schedule records or the school type on the Master School Identification file and resubmit the records for processing.



## STUDENT COURSE SCHEDULE - REJECT RULES

### 4B. Location of Student must be N, S, T or Z. -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 Location of Student code is not valid.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Course Number	Location of Student
31	7004	2	123456789X	0706320	N
31	0291	2	123456790X	1209800	Z
* 31	7004	2	123456791X	0706320	P

#### 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 Location of Student code and resubmit the record.

## **STUDENT COURSE SCHEDULE - REJECT RULES**

**4C. Florida Education Identifier (FLEID) is alphanumeric and must be entered as FL000000000000. The first two positions must be FL followed by twelve zeros. No blanks or spaces are allowable. -record rejected-**

### **EXAMPLE**

Florida Education Identifier:

- FL000000000000

### **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 Florida Education Identifier and resubmit the record for processing.

## STUDENT COURSE SCHEDULE - REJECT RULES

**4D. If Period Number is 9800, Course Number must be 1200310, 2000310, 1206310 or 2100310 and FEFP Program Number must be 102 or 103. -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 Course Number is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Period Number	Course Number	FEFP Program Number
15	0021	4	9800	1200310	103
15	0021	4	9800	1206310	103
* 15	0021	4	9800	1200320	103

### 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 Number and resubmit the record for processing.

## STUDENT COURSE SCHEDULE - REJECT RULES

4F. If Period Number is 9800, then all of the following must be N:

Day of Week Scheduled, Monday,  
Day of Week Scheduled, Tuesday,  
Day of Week Scheduled, Wednesday,  
Day of Week Scheduled, Thursday,  
Day of Week Scheduled, Friday,  
Day of Week Scheduled, Saturday.  
-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 Day of Week Scheduled, Monday is not valid.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Period Number	Course Number	Day of Week Scheduled, Monday
54	0301	4	9800	1200310	N
54	0301	4	9800	1206310	N
* 54	0301	4	9800	2000310	Y

### 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 Day of Week Scheduled, Monday and resubmit the record for processing.

## STUDENT COURSE SCHEDULE - REJECT RULES

**4G. If Period Number is 9800, Day of Week Scheduled, Date Certain must be Z. -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 Day of Week Scheduled, Date Certain is not valid.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Survey Period Code	Period Number	Course Number	Day of Week Scheduled, Date Certain
63	0021	4	9800	1200310	Z
63	0021	4	9800	1206310	Z
* 63	0021	4	9800	2000310	N

### 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 Day of Week Scheduled, Date Certain and resubmit the record for processing.

## STUDENT COURSE SCHEDULE - REJECT RULES

### 4H. If School Number Current Instruction/Service

- equals 7001, 7004, 7006, or 7023;
- or if District Number Current Instruction/Service equals 71;
- or District Number, Current Instruction/Service=50 and School Number, Current Instruction/Service = 7079;
- or Charter School Status is not Z and School Function/Setting = V on the Master School Identification file,

then Location of Student must be N or S.

All other schools must be T or Z. – record rejected -

### EXAMPLE

The first four records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The fifth record would be rejected because the Location of Student code is not valid for the School Number, Current Instruction/Service.

District Number, Current Instruction/Service	School Number Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Course Number	Location of Student
31	7004	2	123456789X	0706320	S
71	0500	4	123456790X	1209800	N
71	0600	3	123456791X	1209800	S
01	0300	3	123456792X	0706320	Z
*31	0021	2	123456793X	0706320	S

### DISTRICT RESPONSIBILITY

The district must review the Location of Student code and the School Number and correct the item that is in error.

## STUDENT COURSE SCHEDULE - REJECT RULES

- 50. If Course Number is 2400200 (M/J Homeroom) then FEFP must equal 999 and FTE Reported, Course must be 0000. –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 student's Course Number is 2400200 and FEFP Program Number is 102. The last record would be rejected because the student's Course Number is 2400200, and FTE Reported, Course is 0834.

Course Number	FEFP Program Number	FTE Reported, Course
2400200	999	0000
* 2400200	102	0000
* 2400200	999	0834

### 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 Course Number; FEFP Program Number and/or the FTE Reported, Course and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

→ 51. If Survey Period = 1-4 and the student's Grade Level is 7-12, Class Minutes, Weekly must be greater than zero. If Period Number is 9800, Class Minutes, Weekly must be equal to zero. -record rejected-

### EXAMPLE

The first and fourth records 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 appropriate relationship between Grade Level and Class Minutes, Weekly is not present.

Student Number Identifier, Florida	FEFP Program Number	Grade Level	FTE Reported, Course	Class Minutes, Weekly
371234566X	102	05	0834	0000
* 371234567X	103	12	0834	0000
* 371234568X	300	10	1667	0000
371234569X	103	11	2000	0600

### 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 relationships between Grade Level and Class Minutes, Weekly and resubmit the records.



## STUDENT COURSE SCHEDULE - REJECT RULES

**52. If the School Number, Current Enrollment is N998 (home education), then Dual Enrollment Indicator must be Z. -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 Dual Enrollment Indicator is not Z for a home education student (school of enrollment of N998).

District Number, Current Enrollment	School Number, Current Enrollment	Survey Period Code	Student Number Identifier, Florida	Course Number	Dual Enrollment Indicator
31	N998	2	123456789X	1007350	Z
31	N998	2	123456790X	1209800	Z
* 31	N998	2	123456791X	PHY1050	A

### 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 Dual Enrollment Indicator or the School Number, Current Enrollment and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

53. If Course Number begins with a number; and
- is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730); and
  - is not 1006300, 2001310, 2001340, 2003310, 2102360, 2102370, 3027010, 3027020, 2000350 or 2000360 with an FEFP Program Number other than 300;
  - then the Career and Technical Education/Adult General Education Program Code must be a valid program number for the Course Number submitted, as listed in file F61730.

If Course Number begins with three alphabetic characters followed by a zero in the fourth position, and

- is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730);
- then the Career and Technical Education/Adult General Education Program Code must be a valid program number for the Course Number submitted, as listed in file F61730.

If Course Number begins with one alphabetic character, and

- is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730);
- then the Career and Technical Education/Adult General Education Program Code must be the same as the Course Number.

-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 Vocational/Adult General Education Program Code is not a valid program number.

Student Number Identifier, Florida	Course Number	Vocational/Adult General Education Program Code
630123457X	8772010	8772000
630123458X	ACR0041	C400100
* 630123459X	RTT0532	0000000

## **STUDENT COURSE SCHEDULE - REJECT RULES**

### **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 Career and Technical Education/Adult General Education Program Code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

54.

If the Virtual Instruction Provider code is:

- 071 (Florida Virtual School) then Grade Level must be 09-12.
- 301 (Florida Connections Academy, LLC) then Grade Level must be KG-08.
- 302 (K12 Florida, LLC) then Grade Level must be KG-12
- 308 (Somerset Academy, Inc.) then Grade Level must be 06-12.
- 309 (Edgenuity) then Grade Level must be 06-12.
- 310 (Edmentum) then Grade Level must be 06-12
- 311 (Mater Virtual Academy) then Grade Level must be 06-12

-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 Grade Level is not valid for the Virtual Instruction Provider code.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Grade Level	Virtual Instruction Provider
31	7001	2	123456789X	04	301
31	7001	2	123456790X	09	071
* 31	7001	2	123456791X	09	301

### 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 Virtual Instruction Provider or the Grade Level and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

55. If District Number, Current Instruction is 01-69, 72-75 and
- School Number, Current Instruction is not 7001, 7004, 7006, or 7023 and
  - if Term equals 4, 5, or S,

then Survey Period Code must be 1 or 4.

If District Number, Current Instruction is 71 and

- School Number, Current Instruction equals 0500, 0600 or 0700 and
- if Term equals 4, 5, or S,

then Survey Period Code must be 1, 2, 3 or 4.

If District Number, Current Instruction is 71 and School Number, Current Instruction equals 0300 or 400,

- Or If District Number, Current Instruction is 01-69, 72-75 and if School Number, Current Instruction is 7001, 7004, 7006, or 7023 and
- if Term equals 4, 5 or S

then Survey Period Code must be 4.

-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 and fourth records would be rejected because the Term code is not valid for the Survey Period Code.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Survey Period Code	Term
01	0123456786X	5100070	1	4
01	0123456787X	5100070	4	5
* 01	0123456788X	5100070	2	S
* 01	0123456789X	5100070	3	S

## **STUDENT COURSE SCHEDULE - REJECT RULES**

### **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 Term or Survey Period Code and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

→ 56. If Grade Level code is PK and the FEFP Program Number is not 111, 254 or 255, then FEFP Program Number must be 101 or 999. -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 last record would be rejected because the student's Grade Level code is PK, the student is not exceptional and the FEFP Program Number is not 101 or 999.

Student Number Identifier, Florida	FEFP Program Number	Grade Level	FTE Reported, Course
381234566X	254	PK	0834
381234567X	999	PK	0000
* 381234568X	102	PK	0834

### 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 Grade Level or the FEFP Program Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

57. If School Number, Current Instruction/Service is 7001, then the Virtual Instruction Provider code must be a valid code in Appendix CC. If School Number, Current Instruction/Service is not 7001, then the Virtual Instruction Provider code must be ZZZ. -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 Virtual Instruction Provider code is not valid for the School Number, Current Instruction/Service.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Course Number	Virtual Instruction Provider
31	7001	2	123456789X	1001020	301
31	0521	2	123456790X	1205010	ZZZ
* 31	7001	2	123456791X	1303000	ZZZ

### 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 Virtual Instruction Provider or the School Number, Current Instruction/Service and resubmit the record.



## STUDENT COURSE SCHEDULE - REJECT RULES

**58 If the Reading Intervention Component code is E, then the Grade Level (on the Student Course Schedule record) must be 6-12. -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 Grade Level is inappropriate for the Reading Intervention Component code of E.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Reading Intervention Component	Grade Level
01	123456789X	2103010	E	12
01	123456791X	2100310	E	11
* 01	123457891X	2106310	E	05

### 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 Reading Intervention Component code or the Grade Level code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**59. If Year-Round/Extended School Year FTE Indicator is A then the Year Round School code on the Master School Identification file must be S or M for the reported School Number, Current Instruction/Service. Match to the Master School Identification file using District Number, Current Instruction/Service and School Number, Current Instruction/Service. -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 Year-Round/Extended School Year FTE Indicator code is not valid for the School Number, Current Instruction/Service.

#### *Student Course Schedule records*

District Number, Current Instruction/Service	Student Number Identifier, Florida	School Number Current Instruction/Service	Survey Period Code	Year-Round/Extended School Year FTE Indicator
01	0123456786X	0021	2	A
01	0123456787X	0551	2	A
* 01	0123456788X	2031	2	A


#### *Master School Identification file records*

District Number	School Number	Year Round School
01	0021	S
01	0551	S
* 01	2031	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 Year-Round/Extended School Year FTE Indicator code or the Year Round School code on the Master School Identification file and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **5B. If Grade Level = 06-12 and Course Number contains an alpha character in the first position, then Dual Enrollment Indicator must be other than Z. -record rejected-**

### EXAMPLE

The first record listed below would pass this edit. The second record would be rejected because the Grade Level is 12 and the Course Number contains an alpha character, but the dual Enrollment Indicator is Z.

Student Number Identifier, Florida	Course Number	Grade Level	Dual Enrollment Indicator
630123457X	B070401	12	C
* 630123458X	A010304	12	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 Course Number, Grade Level, and Dual Enrollment Indicator and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5C. If FEFP Program Number is 130, English Language Learners: Instructional Model code must be C, E, I, O, S, or T unless School Number, Current Enrollment equals 3518. -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 relationship between the FEFP Program Number and the English Language Learners: Instructional Model is not valid.

Student Number Identifier, Florida	School Number, Current Enrollment	FEFP Program Number	English Language Learners: Instructional Model
123456789X	0021	130	C
123456780X	3518	130	Z
* 123456790X	0021	130	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 either the FEFP Program Number or the English Language Learners: Instructional Model and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5D. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Monday must be Y or N. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Monday is invalid.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Monday	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0	Z	2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Monday and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5E. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Tuesday must be Y or N. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Tuesday is invalid.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Tuesday	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0	Z	2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Tuesday and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5F. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Wednesday must be Y or N. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Wednesday is invalid.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Wednesday	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0	Z	2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Wednesday and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5G. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Thursday must be Y or N. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Thursday is invalid.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Thursday	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0	Z	2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Thursday and resubmit the record.



## STUDENT COURSE SCHEDULE - REJECT RULES

**5H. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Friday must be Y or N. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Friday is invalid.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Friday	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0	Z	2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Friday and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

5I. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Saturday must be Y or N. -record rejected-

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Saturday is invalid.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Saturday	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0	Z	2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Saturday and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5K. If Survey Period Code is 2 or 3, and**

**If School Number, Current Enrollment does not equal 3518; or the School Number, Current Instruction/Service is not 7001, 7004, 7006 or 7023; or the School Number, Current Instruction/Service has a School Function Setting of V and a Charter School Status not equal to Z on the Master School Identification file,**

**then at least one of the following must be Y: Day of Week Scheduled, Monday; Day of Week Scheduled, Tuesday; Day of Week Scheduled, Wednesday; Day of Week Scheduled, Thursday; Day of Week Scheduled, Friday or Day of Week Scheduled, Saturday . -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because none of the Day of Week Scheduled elements are coded Y.

Student Number Identifier, Florida	Sch. Num., Curr. Enr	Days Per Week	Day of Week Sched., Mon.	Day of Week Sched., Tues.	Day of Week Sched., Wed.	Day of Week Sched., Thurs.	Day of Week Sched., Fri.	Day of Week Sched., Sat.	Survey Period Code
371234566X	0411	5	Y	Y	Y	Y	Y	Y	2
* 371234568X	0411	3	N		N		N		2
371234569X	3518	0	N	N	N	N	N	N	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 records to be loaded to the data base, the district must correct at least one Day of Week Scheduled and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5L. If Survey Period Code is 2 or 3, then Day of Week Scheduled, Date Certain must be Y, N or Z. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Day of Week Scheduled, Date Certain is blank.

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Date Certain	Survey Period Code
371234566X	1200310	5	Y	2
* 371234568X	1200310	0		2
371234569X	1200310	2	N	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 records to be loaded to the data base, the district must correct the Day of Week Scheduled, Date Certain and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5M. If Survey Period code is 2 or 3 and Day of Week, Scheduled Friday is Y, then Day of Week Scheduled, Date Certain must be N or Z. –record rejected-**

### EXAMPLE

The first, second and fourth 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 correct relationship between Day of Week Scheduled, Friday and Day of Week Scheduled, Date Certain does not exist.

**Note: In the fourth record below, although Day of Week Scheduled, Friday is N, it is not automatically assumed that Day of Week Scheduled, Date Certain is Y unless all of the students in the entire school are not scheduled in any core classes (See Appendix S) on Friday.**

Student Number Identifier, Florida	Course Number	Days Per Week	Day of Week Scheduled, Friday	Day of Week Scheduled, Date Certain
12345678X	1200310	5	Y	N
22345678X	1200310	2	N	Y
* 32345678X	1200310	2	Y	Y
42345678X	1200310	4	N	N

### 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 record so that the correct relationship exists between Day of Week Scheduled, Friday and Day of Week Scheduled, Date Certain and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**50. If Course Number equals 2222222, then School Number, Current Enrollment must be 3518. -record rejected-**

### EXAMPLE

The first record listed below would not be loaded to the data base because School Number, Current Enrollment is not 3518. The second record would be loaded to the data base assuming no other reject rule would cause it to reject.

Student Number Identifier, Florida	District Number, Current Instruction/ Service	School Number, Current Enrollment	Course Number
* 123456789X	01	0818	2222222
223456789X	41	3518	2222222

### 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 School Number, Current Enrollment or the Course Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5P. If District Number, Current Instruction/Service is equal to 71 and School Number, Current Instruction/Service equals 0500, 0600, or 0700 then FEFP Program Number must equal 101, 102, 103, 111, 112, 113 or 300. -record rejected-**

### EXAMPLE


The first record listed below would be loaded to the data base assuming no other reject rule would cause it rejection. The second record would be rejected because FEFP Program Number does not equal 101, 102, 103, 111, 112, 113 or 300.

District Number, Current Enrollment	District Number, Current Instruction/Service	Student Number Identifier, Florida	Course Number	FEFP Program Number	School Number, Current Instruction/Service
23	71	234567889X	2109370	103	0500
* 23	71	123456790X	2109370	254	0500

### 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 FEFP Program Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **5Q. If School Number, Current Instruction/Service is equal to 7004 and School Number, Current Enrollment is not equal to 7004, then FEFP Program Number must be, 101, 102, 103, 111, 112, 113, or 300. -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 FEFP Program Number does not equal 101, 102, 103, 111, 112, 113 or 300.


District Number, Current Enrollment	School Number, Current Instruction/Service	Student Number Identifier, Florida	Course Number	FEFP Program Number	FTE Reported, Course
06	7004	234567889X	2109370	103	0834
06	7004	234567890X	2109370	101	0834
* 06	7004	234567891X	0200050	130	0834

### 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 FEFP Program Number and resubmit the record.



## STUDENT COURSE SCHEDULE - REJECT RULES

 **5S.** If Course Number is 5100580 or 5100590 then FEFP Program Number must be 999 and FTE Reported, Course must be 0000 and Grade Level must be PK. – 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 student's Course Number is 5100590 and FEFP Program Number is 101. The last record would be rejected because the student's Course Number is 5100580, and FTE Reported, Course is 0834.

Course Number	FEFP Program Number	Grade Level	FTE Reported, Course
5100580	999	PK	0000
5100590	999	PK	0000
* 5100590	101	PK	0000
* 5100580	999	PK	0834

### 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 FEFP Program Number and the FTE Reported, Course and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5T. If the Reading Intervention Component code is F, then the Grade Level (on the Student Course Schedule record) must be 11 or 12. -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 Grade Level is inappropriate for the Reading Intervention Component code of F.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Reading Intervention Component	Grade Level
01	123456789X	2103010	F	12
01	123456791X	2100310	F	11
* 01	123457891X	2106310	F	06

### 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 Reading Intervention Component code or the Grade Level code and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5U. If Survey Period Code is 2 or 3 and if School Number, Current Enrollment is not 3518 and if FEFP Program Number is 130, then the Course Number must be a course in Appendix DD. -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 FEFP Program Number is 130 and the Course Number is not in Appendix DD.

District Number, Current Instruction/Service	Student Number Identifier, Florida	FEFP Program Number	Course Number
01	123456789X	130	1001040
01	123456780X	130	1002000
*01	123456791X	130	1301000

### 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 Course Number or the FEFP Program Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5V. If Survey Period is 2, 3 or 4 and if English Language Learners: Instructional Model is S or C, then Course Number must be a Mathematics, Science, Social Studies or Computer Education course in Appendix DD.**

**If Survey Period is 1 and if English Language Learners: Instructional Model is S or C, then Course Number must be a Mathematics, Science, Social Studies or Computer Education course in the current or prior year in Appendix DD.**

**-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 since Course Number 100010 is not a Science, Social Studies, or Computer Literacy course in Appendix DD.

District Number, Current Enrollment	Student Number Identifier, Florida	English Language Learners: Instructional Model	Course Number
01	012345671X	S	2100310
01	012345672X	C	2002480
* 01	012345673X	S	1000010

### 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 English Language Learners: Instructional Model code or the Course Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5W. If Survey Period is 2, 3 or 4 and if English Language Learners: Instructional Model is E or I, then Course Number must be a Language Arts Course Number in Appendix DD.**

**If Survey Period is 1 and if English Language Learners: Instructional Model is E or I, then Course Number must be a Language Arts Course Number in the current or prior year in Appendix DD. -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 since Course Number 1204000 is not a Language Arts course in Appendix DD.

District Number, Current Enrollment	Student Number Identifier, Florida	English Language Learners: Instructional Model	Course Number
01	012345671X	E	1000000
01	012345672X	I	1000010
* 01	012345673X	E	1204000

### 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 English Language Learners: Instructional Model code or the Course Number and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **5Y. If School Number, Current Enrollment is not equal to 7001 or 7023 and if School Number, Current Instruction/Service is equal to 7001 or 7023, then FEFP Program Number must be 101, 102, 103, 111, 112, 113, or 300. -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 FEFP Program Number is not valid for the school number reported.

District Number, Current Enrollment	School Number, Current Instruction/Service	Student Number Identifier, Florida	Course Number	FEFP Program Number	FTE Reported, Course
06	7001	234567889X	2109370	103	0834
06	7001	234567890X	2109370	111	0834
* 06	7001	234567891X	0200050	130	0834

### 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 FEFP Program Number or School Number, Current Instruction/Service and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

**5Z. If the School Number, Current Instruction/Service is C901-C928, U970-U980, or P001-P999, then the Dual Enrollment Indicator must be other than Z. -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 Dual Enrollment Indicator is code Z.

School Number, Current Enrollment	School Number Current, Instruction/Service	Dual Enrollment Indicator
0021	C901	A
0051	P999	A
*0204	U970	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 Dual Enrollment Indicator and resubmit the record.

## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

- ➔ **60. The student's Grade Level on the Student Course record must agree with the Grade Level on the Student Demographic record submitted by the district of instruction unless Year-Round/Extended School Year FTE Indicator on the Student Course record = A or if Survey Period Code = 1 or 4. -state validation/NULL-**

**\*\*FTE Reported, Course on all Student Course records set to NULL value for these records at the close of the State Records Processing Cycle.\*\***

### EXAMPLE

The first and third Student Course records listed below would pass this edit. The second and fourth records would not pass the edit because the Grade Level codes on the Student Demographic records and Student Course records do not agree. (The FTE Reported, Course on the Student Course records would be set to a null value at the close of the State Records Processing Cycle.)

<i>Student Demographic Records</i>			<i>Student Course Records</i>		
District Number, Current Instruc./ Service	Student Number Identifier, Florida	Grade Level	District Number, Current Instruc./ Service	Student Number Identifier, Florida	Grade Level
49	491234566X	12	49	491234566X	12
49	491234567X	11	* 49	491234567X	12
49	491234568X	11	49	491234568X	11
49	491234569X	12	* 49	491234569X	10

### DISTRICT RESPONSIBILITY

The Grade Level codes which do not agree must be corrected. If the Grade Level code on the Student Demographic record is correct, then the Grade Level code on the Student Course record must be updated so that it agrees. If the Grade Level code on the Student Course record is correct, then the Student Demographic record must be updated so that the Grade Level codes agree.



## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

- ➔ 61. During Surveys 1 through 4 if FTE Reported, Course is greater than zero and the student is less than 3 years old, then Grade Level must be PK and FEFP Program Number must be 101, 111 or 254-255. -state validation/NULL-

**\*\*FTE Reported, Course set to NULL after the close of the State Records Processing Cycle\*\***

### EXAMPLE

If the Birth Date on the matching Student Demographic records for each of the Student Course records listed below indicates that the student's age is less than 3, then the record marked with an asterisk would fail the edit because the correct relationship between Grade Level code, FEFP Program Number and FTE Reported, Course does not exist.

Student Number Identifier, Florida	Section Number	FEFP Program Number	FTE Reported, Course	Grade Level
111234563X	00100	254	0834	PK
111234564X	00200	101	0012	PK
* 111234565X	00500	999	0834	PK
111234566X	A1500	111	0834	PK

### DISTRICT RESPONSIBILITY

The district must correct the records so that the correct relationship between Grade Level, FEFP Program Number and FTE Reported, Course exists.

## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

**63. If the Dual Enrollment Indicator equals E on one Student Course Schedule record reported for a student, then each Student Course Schedule record for that student must be coded with E in the Dual Enrollment Indicator field. Matching Student Course Schedule records for a student should be based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Fiscal Year and Survey Period Code. –state validation-**

### EXAMPLE

The Student Course Schedule records listed below marked with an asterisk would fail this edit because the Dual Enrollment Indicator does not equal “E” for all courses for the student.

Student Number, Identifier, Florida	Course Number	Dual Enrollment Indicator
123456789x	AMH9014	E
123456789x	MAT1201	E
123456789x	PSY1407	E
123456789x	SOC1011	E
*234567890x	AMH9001	E
*234567890x	MAT1207	A
*234567890x	PSY2011	B
*234567890x	SOC1022	E

### DISTRICT RESPONSIBILITY

The district must review the status of the student regarding dual enrollment and correct the Dual Enrollment Indicator codes on the records that are in error.

## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

 **66. If Period Number is not 9800 and**

**If School Number, Current Instruction/Service is not a private school number on a record with Survey Period Code = 2 or 3,**

**Then each Student Course record must have a matching Teacher Course record based on the key fields of District Number, Current Instruction/Service; School Number, Current Instruction/ Service; Survey Period Code; Fiscal Year; Course Number; Section Number; Period Number; and Term. -state validation/NULL-**

**\*\*FTE Reported, Course set to NULL following the close of the State Records Processing Cycle\*\***

### EXAMPLE

The first and second Student Course records listed below would pass this edit. The third Student Course Schedule would be flagged in error because of the failure to have a matching Teacher Course Schedule based on the keys of District Number, Current Instruction/Service; School Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Course Number; Section Number; Period Number; and Term.

#### *Student Course Records*

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Course Number	Sec. No.	Period Number	Term
01	0421	012345679X	2	****	1200330	00200	0404	1
01	0421	012345678X	2	****	1200330	00200	0404	1
* 01	0421	012345677X	2	****	1200330	00100	0303	1

#### *Teacher Course Records*

District Number, Current Instruction/ Services	School Number, Current Instruction/ Services	Survey Period Code	Fiscal Year	Course Number	Section Number	Period Number	Term	Social Security Number
01	0421	2	****	1200330	00200	0404	1	0000291125
01	0421	2	****	1200330	00100	0202	1	0000291125

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

## **STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES**

### **DISTRICT RESPONSIBILITY**

If the Student Course record is valid, submit the Matching Teacher Course Schedule record for that class. If the Student Course record is invalid, delete the record from the data base. If an error has been made in one or more of the data elements required to match on either the Student Course record or the Teacher Course record, then the record(s) should be corrected so that the two types of records match for each of the data elements of District Number, Current Instruction/Service; School Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Course Number; Section Number; Period Number; and Term.

## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

➔ **67. Each Student Course Schedule must have a matching Student Demographic record based on District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service. -state validation/NULL-**

**\*\*FTE Reported, Course set to NULL for ALL Student Course Schedule records for this student\*\***

### EXAMPLE

The Student Course Schedule listed below which is marked with an asterisk would fail the edit above because it does not have a matching Student Demographic record.

#### *Student Demographic records*

District Number, Current Instruction/Service	District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year
01	01	019876544X	0021	3	****
01	01	019876545X	0021	3	****
01	01	019876546X	0021	3	****

#### *Student Course records*

District Number, Current Instruction/Service	District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
01	01	0021	019876544X	3	****
01	01	0021	019876545X	3	****
* 01	01	0321	019876546X	3	****

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

## **STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES**

### **DISTRICT RESPONSIBILITY**

The district must verify the various key comparisons from the Student Course record, correct those in error and resubmit the correction. For more detailed explanation of the proper submission of the various keys, consult the front pages of both the Student Demographic Information and Student Course Schedule formats.

## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

➔ 69. If Survey Period Code = 1-4, each Student Course Schedule record with FEFP Program Number equal to 111-113 or 254-255 must have a matching Exceptional Student record based on District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year unless Survey Period Code = 2 or 3 and School Number, Current Instruction/Service is a private school number. -state validation/NULL-

**\*\*FTE Reported, Course set to NULL for all Student Course Schedule records for this student\*\***

### EXAMPLE

The Student Course Schedule listed below which is marked with an asterisk would fail the edit above because it does not have a matching Exceptional Student record.

#### *Exceptional Student records*

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
01	0021	019876544X	2	****
01	0021	019876545X	2	****
01	0021	019876546X	2	****

#### *Student Course Schedule records*

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	FEFP Program Number
01	0021	019876544X	2	****	111
01	0021	019876545X	2	****	112
01	0021	019876546X	2	****	113
* 01	0021	019876547X	2	****	254

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

## **STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES**

### **DISTRICT RESPONSIBILITY**

If the Student Course Schedule record is valid, the district must submit the matching Exceptional Student record. If the Student Course Schedule record is invalid, the district must either delete the record or correct the invalid elements.



## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

72. If FEFP Program Number equals 130, then English Language Learners, PK-12 on the Student Demographic Information record (matched on District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service) must equal LY or LP. – state validation/NULL-

**\*\*FTE Reported, Course set to NULL after the close of the State Records Processing cycle.\*\***

### EXAMPLE

The second and third records below would pass this edit. The first and fourth records listed below and flagged with asterisks would cause error messages to be generated because the English Language Learners, PK-12 code does not equal LY or LP. If the error is not corrected by the end of the state processing period, the FTE Reported, Course will be sent to NULL.

#### *Student Course Schedule records*

Student Number Identifier, Florida	FEFP Program Number	Course Number
* 661234566X	130	1200310
661234567X	130	1200310
661234568X	130	1200310
* 661234569X	130	1200310

#### *Student Demographic Information records*

Student Number Identifier, Florida	English Language Learners, PK-12
* 661234566X	LF
661234567X	LY
661234568X	LP
* 661234569X	LN

## **STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES**

### **DISTRICT RESPONSIBILITY**

The district must review the FEFP Program Number and English Language Learners, PK-12 codes and correct the codes that are in error. If the end of the state processing cycle has occurred and the FTE Reported, Course has been changed to a NULL value, then the district must also resubmit the Student Course Schedule record with the proper FTE Reported, Course.

## STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES

- 73. For Surveys 2 and 3;
- if School Number, Current Enrollment is not 3518, N998, or N999; and
  - if School Number, Current Instruction/Service is not 0500, 0600 or 0700 within District Number, Current Instruction/Service 71, and
  - if FTE Reported, Course is greater than zero, and
  - if the student has a Withdrawal Code, PK-12 of DNE on a Prior School Status/Student Attendance record, or if there is no matching Prior School Status/Student Attendance record,
- then FTE Reported, Course is set to NULL after the close of the state records processing cycle.

The match should be made using Year (School and Fiscal), Survey Period Code, District Number, Current Enrollment and Student Number Identifier, Florida. If the student has more than one Prior School Status/Student Attendance record, the match should be made to the record with the most recent Entry (Re-entry) Date.  
-state validation/NULL-

### EXAMPLE

In the example below all FTE Reported, Course amounts would be set to null after the end of the state processing period except for the FTE Reported in the third record. Student Course Schedule records should not be submitted for a student with a “Did Not Enter” Withdrawal Code.

*Prior School Status/Student Attendance records:*

School Year	Survey Period Code	District Number, Current Enrollment	Student Number Identifier, Florida	Withdrawal Code PK-12
****	2	03	111234563X	DNE
****	2	03	111234564X	DNE
****	2	03	111234565X	ZZZ
****	2	03	111234566X	DNE

*Student Course Schedule records:*

Fiscal Year	Survey Period Code	Student Number Identifier, Florida	Section Number	FEFP Program Number	FTE Reported, Course
****	2	* 111234563X	00100	103	0834
****	2	* 111234564X	00200	101	0012
****	2	111234565X	00500	102	0834
****	2	* 111234566X	A1500	111	0834

## **STUDENT COURSE SCHEDULE – VALIDATION/NULL EDIT RULES**

\*\*\*\* = a valid School or Fiscal Year

### **DISTRICT RESPONSIBILITY**

The district must delete the Student Course Schedule records if they were submitted in error or change the DNE Withdrawal Code if it is incorrect.

## STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

75. If Course Number is 7650030 (Prekindergarten Disabilities: Age 0-2) then the student must be 0-2 years old. Age is determined using the student's Birth Date on the Student Demographic Information record and the Friday of Survey Week. Match the Student Course Schedule record with the Student Demographic Information record using the following fields: District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service. -state validation-

### EXAMPLE

The Student Course Schedule record listed below which is marked with an asterisk would cause a message to be generated because the Course Number is incorrect for the age of the student.

#### *Student Course Schedule records*

District Number, Current Enrollment	Year	Student Number Identifier, Florida	Survey Period Code	Course Number
36	0910	123456780X	2	7650030
* 36	0910	223456780X	2	7650030
36	0910	476543210X	2	7650030

#### *Student Demographic Information records*

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Birth Date
36	123456780X	2	08202009
36	223456780X	2	12152006
36	476543210X	2	06152009

### DISTRICT RESPONSIBILITY

The district must review both records and correct the record that is in error so that the appropriate relationship exists between Course Number and Birth Date.

## STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

80. If the School Number, Current Instruction/Service does not begin with "P" and the Course Number is a vocational secondary Course Number (begins with 8 or 9) except for Course Number 8502000, then the FEFP Program Number must be 300, 102, 103, 112-113 or 254-255. -exception report-

### EXAMPLE

The first record listed below meets the criteria specified in the above edit. The second and third records would cause a message to be generated because the FEFP Program Number is not the expected FEFP Program Number for the Course Number reported.

Student Number Identifier, Florida	Dist. Num. Curr. Inst./ Serv.	Sch. Num. Curr. Inst./ Serv.	Svy. Per. Code	Fiscal Year	Course Number	Section Number	Period Number	FEFP Prog. Num.
012345679X	01	0421	2	****	8500310	00200	0404	300
* 012345678X	01	0421	2	****	8206300	00200	0404	101
* 012345677X	01	0421	2	****	8500380	00100	0505	111

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

### DISTRICT RESPONSIBILITY

The district should verify the FEFP Program Number and the Course Number and correct if in error.

## STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

### 81. Class Minutes, Weekly must not be greater than 2400. -exception report-

#### EXAMPLE

The first record listed below would pass this edit. The last three records would cause a message to be generated because Class Minutes, Weekly is greater than 2400.

Student Number Identifier, Florida	Dist. Num., Curr. Inst./ Serv.	Sch. Num., Curr. Inst./ Serv.	Fiscal Year	Course Number	Section Number	Period Number	Class Minutes, Weekly
012345676X	01	0431	****	1211300	00100	0401	2400
* 012345677X	01	0431	****	1211300	00100	0101	2500
* 012345678X	01	0431	****	1211300	00100	0101	4800
* 012345679X	01	0431	****	1211300	00100	0101	2424

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

#### DISTRICT RESPONSIBILITY

The district should verify the Class Minutes, Weekly and correct if in error.

## STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

**82. If Course Number is 7650130 then the student must be 3-5 years old. Age is determined using the student’s Birth Date on the Student Demographic Information record and the Friday of Survey Week. Match the Student Course Schedule record with the Student Demographic Information record using the following fields: District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Fiscal Year; and District Number, Current Instruction/Service. –exception report-**

### EXAMPLE

The Student Course Schedule record listed below which is marked with an asterisk would cause a message to be generated because the Course Number is inconsistent with the age of the student.

#### *Student Course Schedule records*

District Number, Current Enrollment	Year	Student Number Identifier, Florida	Survey Period Code	Course Number
36	0910	123456780X	2	7650130
* 36	0910	223456780X	2	7650130
36	0910	476543210X	2	7650130

#### *Student Demographic Information records*

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Birth Date
36	123456780X	2	08202005
36	223456780X	2	12152008
36	476543210X	2	06052005

### DISTRICT RESPONSIBILITY

The district must review both records and, if the data is incorrect, correct the record that is in error so that the appropriate relationship exists between Course Number and Birth Date.



## STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

**83. Only one of the FEFP Program Numbers, 111-113 or 254-255, may be reported for a student in the same survey and Term. -exception report-**

### EXAMPLE

The records listed below would not pass this edit because more than one of the FEFP Program Numbers was reported for the same student in the same survey and the same Term.

Student Number Identifier, Florida	Survey Period Code	FEFP Program Number	Term
* 123456789X	2	111	1
* 123456789X	2	111	1
* 123456789X	2	111	1
* 123456789X	2	254	1
* 123456789X	2	111	1
* 123456789X	2	111	1

### DISTRICT RESPONSIBILITY

The district should verify the FEFP Program Numbers to determine if they have been reported accurately. The records should be corrected if in error. However, if it is determined that the FEFP Program Numbers were reported accurately, no action is necessary.

## STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

96. For each student, no more than two Student Course Schedule records may be coded Y on the Reading Intervention Component element. Find all Student Course Schedule records for a student by matching on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -exception report-

### EXAMPLE

The student's records listed below would cause a message to be generated because it is expected that no more than two courses per student will contain the Reading Intervention Component and be coded Y on this element.

District Number, Current Instruction/Service	Survey Period Code	Student Number Identifier, Florida	Course Number	Reading Intervention Component
* 01	2	123456789X	5013010	Y
* 01	2	123456789X	7910100	Y
* 01	2	123456789X	2109310	Y
* 01	2	123456789X	1300330	Y

### DISTRICT RESPONSIBILITY

The district should verify whether or not the student is receiving reading intervention in all four courses and correct the records if they are in error. If no record is in error, no action is necessary.

## **STUDENT COURSE SCHEDULE – AGGREGATE EXCEPTION REPORTS**

**AA. If Survey Period Code is 2 or 3 and district of instruction is 01-67, 69, or 72-75, then there must be at least one student coded Y on the Reading Intervention Component element for each School Number, Current Instruction. – aggregate exception report-**

### **EXAMPLE**

School Number 0021 has 973 total Student Course Schedule records but all records have a Z code on the Reading Intervention Component element. An error message is generated for School Number 0021 on the exception report indicating that the district failed this exception edit. It is expected that the school will have one or more students receiving reading intervention services.

### **DISTRICT RESPONSIBILITY**

The district must review the records and correct the Reading Intervention Component element on the records that are in error.