

Revised Date: April 1999  
Effective Date: July 1999

**Florida Department of Education  
Education Information and Accountability Services/  
Educational Data Systems**

**Comprehensive Management Information System  
Automated Student Reporting Format**

**1999-2000 Vocational Student Characteristics**

1. Submit this record during reporting period 5 for any student for whom the district submitted a Vocational Student Course reporting format.
2. KEY FIELDS: The key fields for this format are item numbers 1, 2, 3, 4, 5 and 6. If a key field needs to be changed, the record must be deleted and re-submitted as an add.

**FLORIDA DEPARTMENT OF EDUCATION  
EDUCATION INFORMATION AND ACCOUNTABILITY SERVICES/  
EDUCATIONAL DATA SYSTEMS**

**1999-2000 VOCATIONAL STUDENT CHARACTERISTICS**

<b>FIELD CHARACTERISTICS:</b>  A = Alphabetic only A/N = Alphanumeric N = Numeric only Z = Zoned Numeric P = Packed decimal R = Right justified leading zeros L = Left justified	<b>TAPE CHARACTERISTICS:</b>  9 Track (odd Parity) 1600 or 6250 BPI, EBCDIC Label Information _____ Record size _____ Block size _____	Date: April 1999  Effective Date: July 1999  Format No.: 6353  Record Type: 1 of 1  Activity No.: DB9 25C
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Item Number	From-To	Size	Field Char.	Field Description								
<b>1</b>	<b>1-2</b>	<b>2</b>	<b>N/R</b>	<p><b>District Number, Current Instruction/Service</b></p> <p>The two digit number for the current school district or other agency which is providing instruction or services. See <u>DOE Information Data Base Requirements: Volume I - Automated Student Information System, Appendix C</u>, for acceptable codes.</p>								
<b>2</b>	<b>3-4</b>	<b>2</b>	<b>N/R</b>	<p><b>District Number, Current Enrollment</b></p> <p>The two digit number for the current school district or other agency in which the student is officially enrolled for graduation. See <u>DOE Information Data Base Requirements: Volume I - Automated Student Information System, Appendix C</u>, for acceptable codes.</p>								
<b>3</b>	<b>5-8</b>	<b>4</b>	<b>A/N/R</b>	<p><b>School Number, Current Enrollment</b></p> <p>The state assigned four digit school number in which the student is officially enrolled for graduation during the current school year.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Number</u></th> <th style="text-align: left;"><u>Definition</u></th> </tr> </thead> <tbody> <tr> <td>0001-9899</td> <td>District school sites assigned a unique number in the state Master School ID File.</td> </tr> <tr> <td>N998</td> <td>DPS/MIS reporting number for home education setting.</td> </tr> <tr> <td>N999</td> <td>DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools or home education setting.</td> </tr> </tbody> </table>	<u>Number</u>	<u>Definition</u>	0001-9899	District school sites assigned a unique number in the state Master School ID File.	N998	DPS/MIS reporting number for home education setting.	N999	DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools or home education setting.
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Item Number	From-To	Size	Field Char.	Field Description
<b>4</b>	<b>9-18</b>	<b>10</b>	<b>A/N</b>	<p><b>Student Number Identifier, Florida</b></p> <p>A code used to uniquely identify a student. The number must be maintained for all PK-12 students, adult postsecondary vocational students, adult basic skills students and adult secondary education students. <u>If the student has a social security number, the Student Number Identifier, Florida equals the social security number followed by a "X".</u></p> <p>NNNNNNNNX    Example: 123456789X</p> <p>If a student <u>does not</u> have a social security number, the school district should assign a number using the common method statewide.</p> <p><u>First 2 Digits</u></p> <p>NN            For any student entering a Florida school district for the first time who does not have a social security number, the first two digits will represent the district of initial entry into the Florida School System.</p> <p><u>Last 8 Digits</u></p> <p>NNNNNNNN    The last eight digits are district-defined in such a way as to result in a unique student number within the district where the number is originally assigned.</p> <p>See Data Element Number 175625 of the <u>DOE Information Data Base Requirements: Volume I - Automated Student Information System</u> for more information.</p>
<b>5</b>	<b>19-19</b>	<b>1</b>	<b>A/N</b>	<b>Survey Period Code - Always '5'</b>
<b>6</b>	<b>20-23</b>	<b>4</b>	<b>N</b>	<b>School Year</b>
				<p>The school year for which courses, grades and credits are recorded in the student's permanent record or the school year for which data are reported.</p> <p>YYYY    Example: 8788</p>

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Item Number	From-To	Size	Field Char.	Field Description
7	24-24	1	A	<p><b>Vocational Academic Disadvantaged</b></p>
				<p>THESE CODES ARE USED ONLY FOR VOCATIONAL STUDENTS. Indicate whether or not the student was academically disadvantaged during the reporting year (secondary) or term (postsecondary).</p> <p><u>Code</u>    <u>Definition</u></p> <p>A        "Academic Disadvantaged" means individuals (other than individuals with handicaps) who have academic disadvantages and <u>WHO REQUIRE SPECIAL SERVICES AND ASSISTANCE IN ORDER TO SUCCEED IN VOCATIONAL EDUCATION PROGRAMS</u>. This includes individuals who are:</p> <p style="padding-left: 40px;">migrants;</p> <p style="padding-left: 40px;">Limited English Proficient; or</p> <p style="padding-left: 40px;">dropouts from, or who are identified as potential dropouts from secondary school. (PL 101-392, the Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 1990.)</p> <p style="padding-left: 40px;">The following indicators may be used with the above definition to determine vocational academic disadvantages:</p> <p style="padding-left: 40px;">The student is enrolled in remedial instruction in reading, writing or mathematics.</p> <p style="padding-left: 40px;">The student has secondary school grades below 2.0 on a 4.0 scale (Grade "A" equals 4.0).</p> <p style="padding-left: 40px;">The student has scored at or below the 25th percentile for the student's grade level on a standardized achievement or aptitude test.</p> <p>(CONTINUED ON NEXT PAGE)</p>

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				<ul style="list-style-type: none"> <li>- The student is failing a grade.</li> <li>- The student is on academic probation (for adults).</li> </ul> <p style="margin-left: 40px;">Z      Not Applicable</p>
<b>8</b>	<b>25-25</b>	<b>1</b>	<b>A/N</b>	<b>Filler</b>
<b>9</b>	<b>26-26</b>	<b>1</b>	<b>A/N</b>	<b>Filler</b>
<b>10</b>	<b>27-27</b>	<b>1</b>	<b>A/N</b>	<b>Filler</b>
<b>11</b>	<b>28-28</b>	<b>1</b>	<b>A</b>	<b>Vocational, Single Parent and Single Pregnant Women</b>
				<p>THESE CODES ARE USED ONLY FOR VOCATIONAL STUDENTS. Select the most appropriate code below to indicate whether or not the student was a single parent and/or single pregnant woman during the reporting year (secondary) or term (postsecondary).</p> <p style="margin-left: 40px;"><u>Code</u>    <u>Definition</u></p> <p style="margin-left: 40px;">S      Single Parent, except pregnant - The student is unmarried, widowed or legally separated from a spouse and has a minor child or children for which the parent has either custody or joint custody.</p> <p style="margin-left: 40px;">W      Single Pregnant Woman</p> <p style="margin-left: 40px;">B      Both - The student is both a single parent and a single pregnant woman.</p> <p style="margin-left: 40px;">Z      Not Applicable</p>
<b>12</b>	<b>29-29</b>	<b>1</b>	<b>A</b>	<b>Transaction Code</b>
				<p>A code indicating the appropriate action to be taken with respect to the district's data base reporting records.</p> <p style="margin-left: 40px;"><u>Code</u>    <u>Definition</u></p> <p style="margin-left: 40px;">A      Add Record</p> <p style="margin-left: 40px;">C      Update Record</p> <p style="margin-left: 40px;">D      Delete Record</p>

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<b>13</b>	<b>30-30</b>	<b>1</b>	<b>A</b>	<b>Exceptionality, Primary</b>																																						
				<p>A code to identify the primary exceptionality for any child, youth or adult postsecondary student enrolled in or eligible for enrollment in the public schools of a district who requires special instruction or related services to take full advantage of or respond to educational programs and opportunities because of a physical, mental, emotional, social or learning exceptionality. <u>Primary</u> indicates that exceptionality which most affects the student's ability to learn. The codes to be used follow:</p> <table style="margin-left: 40px;"> <thead> <tr> <th><u>Code</u></th> <th><u>Definition</u></th> </tr> </thead> <tbody> <tr><td>A</td><td>Educable Mentally Handicapped</td></tr> <tr><td>B</td><td>Trainable Mentally Handicapped</td></tr> <tr><td>C</td><td>Orthopedically Impaired</td></tr> <tr><td>F</td><td>Speech Impaired</td></tr> <tr><td>G</td><td>Language Impaired</td></tr> <tr><td>H</td><td>Deaf or Hard of Hearing</td></tr> <tr><td>I</td><td>Visually Impaired</td></tr> <tr><td>J</td><td>Emotionally Handicapped</td></tr> <tr><td>K</td><td>Specific Learning Disabled</td></tr> <tr><td>L</td><td>Gifted</td></tr> <tr><td>M</td><td>Hospital/Homebound</td></tr> <tr><td>N</td><td>Profoundly Mentally Handicapped</td></tr> <tr><td>O</td><td>Dual-Sensory Impaired</td></tr> <tr><td>P</td><td>Autistic</td></tr> <tr><td>Q</td><td>Severely Emotionally Disturbed</td></tr> <tr><td>S</td><td>Traumatic Brain Injured</td></tr> <tr><td>V</td><td>Other Health Impaired</td></tr> <tr><td>Z</td><td>Not Applicable</td></tr> </tbody> </table>	<u>Code</u>	<u>Definition</u>	A	Educable Mentally Handicapped	B	Trainable Mentally Handicapped	C	Orthopedically Impaired	F	Speech Impaired	G	Language Impaired	H	Deaf or Hard of Hearing	I	Visually Impaired	J	Emotionally Handicapped	K	Specific Learning Disabled	L	Gifted	M	Hospital/Homebound	N	Profoundly Mentally Handicapped	O	Dual-Sensory Impaired	P	Autistic	Q	Severely Emotionally Disturbed	S	Traumatic Brain Injured	V	Other Health Impaired	Z	Not Applicable
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