

## STUDENT TRANSPORTATION – REJECT RULES

1. **District Number, Current Instruction/Service must be numerical and in the range 01-67. -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 Instruction/Service is not in the appropriate range.

District Number, Current Instruction/Service	Student Number Identifier, Florida
01	012345677X
01	012345678X
* 00	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 Instruction/Service and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

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

### EXAMPLE

If district 01 is submitting records, District Number, Current Instruction/Service must be 01 for all records. In the records listed below, the first two records 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 Instruction/Service is 02 rather than 01 (the number of the district submitting the record).

District Number, Current Instruction/Service	Student Number Identifier, Florida
01	012345677X
01	012345678X
* 02	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 Instruction/Service and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

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 Instruction/Service	Student Number Identifier, Florida
01	1234567891
01	123456789X
* 01	123456789C
* 01	123456789
* 01	0023456791
* 01	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.

## **STUDENT TRANSPORTATION – REJECT RULES**

- 4. Survey Period Code must be 1, 2, 3, or 4 and 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 are rejected.

### **DISTRICT RESPONSIBILITY**

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

## **STUDENT TRANSPORTATION – REJECT RULES**

**5. 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 are 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 applied to the data base, the district must correct the Transaction Code and resubmit the records.

## **STUDENT TRANSPORTATION – REJECT RULES**

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

### **EXAMPLE**

The Fiscal Year as specified in the Transmission JCL or in the statements for tape transmission is identified as the valid year for data submission but records being submitted have the previous Fiscal Year coded. All updates adds or deletes that have this inconsistency are 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 Fiscal Year and resubmit the records.

## STUDENT TRANSPORTATION – REJECT RULES

7. **Days in Term (for FTE Purposes) must be numeric, greater than zero and less than 100. -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 Days in Term (for FTE Purposes) is not numeric or contains blanks.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	Days in Term (for FTE Purposes)
01	012345678X	2	090
* 01	012345679X	2	A90
* 01	012344567X	3	90

### 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 Days in Term (for FTE Purposes) and resubmit the records.

## STUDENT TRANSPORTATION – REJECT RULES

8. 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 record would be rejected because the Year-Round Extended School Year FTE Indicator code is not valid on this format.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	Year-Round/ Extended School Year FTE Indicator
01	012345679X	2	A
01	012345677X	2	Z
* 01	012345676X	2	B

### 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 and resubmit the record.



## STUDENT TRANSPORTATION – REJECT RULES

### 9. Bus Number must not contain all spaces (blanks). -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 number contains all blanks.

District Number, Current Instruction /Services	Student Number Identifier, Florida	Bus Number
01	012345677X	123456789
01	012345678X	1234567ABC
* 01	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 Bus Number and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

10. **Bus Route Number must not contain all spaces (blanks). -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 Bus Route Number contains all blanks.

District Number, Current Instruction/ Services	Student Number Identifier, Florida	Bus Route Number
01	123456789X	12345678
01	012345678X	65432ABC
*01	012345677X	

### 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 Bus Route Number and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

### 11. Vehicle Category must be B, E, P, or G. -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 Vehicle Category code is not valid.

District Number, Current Instruction/ Services	Student Number Identifier, Florida	Vehicle Category
01	123456789X	B
01	012345678X	G
*01	123445678X	H

#### 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 Vehicle Category code and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

12. Transportation Membership Category must be A, B, C, E, F, G, H, I, J, K, or N. -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 Transportation Membership Category code is not valid.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Transportation Membership Category
01	012345678X	B
01	123456789X	H
* 01	123456788X	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 Transportation Membership Category code and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

13. Each Student Transportation record must be unique based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code, Fiscal Year and Year-Round/Extended School Year FTE Indicator. - first duplicate record accepted, all others rejected-

### EXAMPLE

The first, third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second and fifth records would be rejected since they are duplicates (same District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code; Fiscal Year and Year-Round/Extended Year FTE Indicator) of the first and fourth records, respectively.

District Number Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Year-Round/ Extended School Year FTE Indicator
01	012345677X	2	****	A
* 01	012345677X	2	****	A
01	012345678X	2	****	A
01	012345654X	2	****	A
* 01	012345654X	2	****	A

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

### DISTRICT RESPONSIBILITY

If the records that were accepted and loaded to the data base are 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 TRANSPORTATION – REJECT RULES

14. If Vehicle Category equals B, then Bus Number must not be all Zs. -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 Bus Number contains all Zs.

District Number, Current Instruction/ Services	Vehicle Category	Bus Number
01	B	12345678
01	B	65432ABC
* 01	B	<u>ZZZZZZZZZZZZZZZZ</u>

### 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 Bus Number and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

15. If Vehicle Category equals B, then Bus Route Number must not be all Zs.  
-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 Bus Route Number contains all Zs.

District Number, Current Instruction/ Services	Vehicle Category	Bus Route Number
01	B	12345678
01	B	65432ABC
* 01	B	<u>ZZZZZZZZZZZZZZZZ</u>

### 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 Bus Route Number and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

16. District Number, Current Enrollment must be numeric and in the range 01-69. -record rejected-

### EXAMPLE

The first two records listed below would be written to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the District Number, Current Enrollment is not in the appropriate range.

District Number, Current Enrollment	District Number Current Instruction/ Service	Student Number Identifier, Florida
01	01	012345677X
01	42	012345678X
* 00	01	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.



## STUDENT TRANSPORTATION – REJECT RULES

➔ 17. 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 TRANSPORTATION – REJECT RULES

**19. If Transportation Membership Category is G then Hazardous Walking Code must not be 000000. -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 of the invalid association between Transportation Membership Category and Hazardous Walking Code.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Transportation Membership Category	Hazardous Walking Code
01	012345677X	G	123456
* 01	012345676X	G	000000

### 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 Transportation Membership Category code or Hazardous Walking Code and resubmit the record.

## STUDENT TRANSPORTATION – REJECT RULES

**20. The Hazardous Walking Code must match a record number on the Florida Department of Education School Transportation Management automated system for the District Number, Current Instruction/Service or it must be 000000. -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 Hazardous Walking code does not match a code on the Florida Department of Education School Transportation Management automated system for the district.

District Number, Current Instruction /Service	Student Number Identifier, Florida	Hazardous Walking Code
01	012345677X	000260
01	012345678X	000000
* 01	012345679X	123456

### 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 Hazardous Walking Code and resubmit the record.

## STUDENT TRANSPORTATION – STATE VALIDATION

**50. Each Student Transportation record must have a matching Student Demographic record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year. -state validation.**

**Note: Students transported by one district but enrolled in another district should have matching Student Demographic Information records sent by the district in which the student is enrolled, not by the district providing the transportation.**

### EXAMPLE

The Student Transportation record listed below which is marked with an asterisk would cause a message to be generated because it does not have a matching Student Demographic record.

#### *Student Transportation records*

District Number Current Instruction/Service	District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
* 01	01	012345678X	2	****
01	01	019876545X	2	****
01	42	429876546X	2	****

#### *Student Demographic Information records*

District Number, Current Instruction/Service	District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
01	01	019876545X	2	****
42	42	429876546X	2	****

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

## **STUDENT TRANSPORTATION – STATE VALIDATION**

### **DISTRICT RESPONSIBILITY**

The district must delete the Student Transportation record or add a Student Demographic record to match the key fields on the Student Transportation record.

## STUDENT TRANSPORTATION – STATE VALIDATION

51. If Transportation Membership Category = A, B, C, E, I or J then there must be a matching Exceptional Student record based on District Number, Current Enrollment; Student Number Identifier, Florida; Year and Survey Period Code.  
–state validation–

### EXAMPLE

An error message would be generated for the Student Transportation record marked with an asterisk below because there is no matching Exceptional Student record.

#### *Student Transportation records*

District Number, Enrollment	Student Number Florida	Transportation Membership Category
01	012345678X	A
* 01	012345670X	B

#### *Exceptional Student records*

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

### DISTRICT RESPONSIBILITY

The district must correct the Transportation Membership Category code on the Student Transportation record or submit a matching Exceptional Student record.

## STUDENT TRANSPORTATION – STATE VALIDATION

52. If Transportation Membership Category = C or E, then Grade Level on the matching Student Demographic Information record must be PK. The match should be made using the following elements: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Year. –state validation-

### EXAMPLE

An error message would be generated for the Student Transportation record marked with an asterisk below because Grade Level on the Student Demographic record is not PK.

#### *Student Transportation records*

District Number, Current Enrollment	Student Number Identifier, Florida	Transportation Membership Category
01	012345678X	C
* 01	012345679X	E

#### *Student Demographic Information records*

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Grade Level
01	0021	012345678X	PK
01	0021	012345679X	02

### DISTRICT RESPONSIBILITY

The district must correct the Transportation Membership Category code on the Student Transportation record or the Grade Level on the Student Demographic Information record.

## STUDENT TRANSPORTATION – STATE VALIDATION

53. If Grade Level on the Demographic Information record is 07-12 then the Hazardous Walking Code must be 000000. The match is done using the following elements: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year. –state validation-

### EXAMPLE

An error message would be generated for the Student Transportation record with the asterisk because of the invalid association between Hazardous Walking Code and Grade Level.

#### *Student Transportation records*

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Hazardous Walking Code
01	012345677X	2	0708	000000
* 01	012345676X	2	0708	123456

#### *Student Demographic Information records*

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Grade Level
01	012345677X	2	0708	07
01	012345676X	2	0708	08

### DISTRICT RESPONSIBILITY

The district must review the records and correct the Hazardous Walking Code on the Student Transportation record or the Grade Level on the Student Demographic Information record.



## STUDENT TRANSPORTATION – STATE VALIDATION

54. If Transportation Membership Category = A or B, then Grade Level on the matching Student Demographic Information record must be KG-12. The match should be made using the following elements: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Year. – state validation-

### EXAMPLE

The first record below would not cause an error message to be generated. The second Student Transportation record below (marked with an asterisk) would cause an error message to be generated because the Transportation Membership Category is A and the Grade Level on the Student Demographic record is PK.

#### *Student Transportation records*

District Number, Current Enrollment	Student Number Identifier, Florida	Transportation Membership Category
01	012345678X	B
* 01	012345679X	A

#### *Student Demographic Information records*

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Grade Level
01	0021	012345678X	05
01	0021	012345679X	PK

### DISTRICT RESPONSIBILITY

The district must correct the Transportation Membership Category code on the Student Transportation record or the Grade Level on the Student Demographic Information record and submit the corrected record for processing.

## STUDENT TRANSPORTATION – STATE VALIDATION

**90. The number of students for each school bus must be greater than 5. – aggregate exception edit –**

### EXAMPLE

Note: The following information will be listed on the exception report for buses that do not meet the aggregate exception edit above:

- District Number, Current Instruction/Service
- Bus Number
- Total Student Count

### EXAMPLE

Bus 1992ABC has only 4 students on the Transportation table. The figure is less than 5 students. An aggregate edit error message is generated for Bus 1992ABC on the exception report indicating that the bus failed this aggregate exception edit.

### DISTRICT RESPONSIBILITY

The district must verify the data for Bus Number 1992ABC on the Student Transportation records and correct this field if it is in error on one or more records.