

**THE FOLLOWING CHANGES ARE FOR  
FISCAL YEAR  
1718**

**January 19, 2018**

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

Year: 2017-18

Data Element Number: **114025**

Data Element Name: **Diploma Type**

The type of diploma awarded to the student upon high school graduation.

<b>Code</b>	<b>Definition/Example</b>
W06	Standard High School Diploma
W07	Special Diploma (option one) NOTE: This will not be a valid diploma type after the 2022-23 school year This option is valid only for students who began 9th grade in 2013-14 or earlier.
W10	State of Florida High School Performance-Based Diploma (GED and State Approved Graduation Test)
W27	Special Diploma (option two) NOTE: This will not be a valid diploma type after the 2022-23 school year. This option is valid only for students who began 9th grade in 2013-14 or earlier.
W43	Adult Standard High School Diploma (24-credit option)
W45	Adult State of Florida Diploma (GED)
W52	Adult Standard High School Diploma (Concordant and/or Comparative Score)
W54	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)), 18 Credit Option
W55	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)) Concordant and/or Comparative Score, 18-Credit Option
W58	Adult Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL)) (statewide assessment waiver), 18-Credit Option
W59	Adult Standard High School Diploma (statewide assessment wavier), 24 credit option
WD1	Standard High School Diploma (Deferred Receipt)
WFT	Standard High School Diploma (Concordant and/or Comparative Score)
WFW	Standard High School Diploma (FCAT waiver) NOTE: This code is valid for students who entered 9th grade prior to the 2013-14 school year
WGA	State of Florida High School Performance-Based Diploma (GED and Concordant and/or Comparative Score)
WGD	State of Florida Diploma (Performance-Based Exit Option Model Program, GED only)
WRW	Standard High School Diploma (Statewide Standardized Assessment Results Waiver) NOTE: This applies to students entering 9th grade beginning in the 2013-14 school year

Data Element Number: **114025**

Data Element Name: **Diploma Type**

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WXL	Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) options.
WXT	Standard High School Diploma (Academically Challenging Curriculum to Enhance Learning (ACCEL) Concordant and/or Comparative Score
WXW	Standard High School Diploma (Academically Challenging Curriculum to enhance Learning (ACCEL) statewide assessment waiver.
ZZZ	Not applicable

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Terms:

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### **Adult Standard High School Diploma**

Diploma awarded to adult students, enrolled in a school district adult high school program, who have earned passing scores on the state approved graduation tests, successfully completed the minimum number of academic credits as identified in s. 1003.4282 (6)(b) F.S. and achieved a cumulative grade point average of 2.0 on a 4.0 scale. (W43)

Diplomas awarded to adult students who have satisfied the state approved graduation test requirement through a concordant and/or comparative score and successfully met all other requirements for a standard diploma, s. 1003.4282, F.S. Florida Department of Education approved standardized tests for which scores that are concordant and/or comparative with the passing scores on the state approved graduation test may be used to satisfy graduation requirements for a standard diploma, (s. 1008.22(8), F.S.). (W52)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18-Credit Option, s. 1002.3105(5), F.S., including earning passing scores on the state approved graduation tests. (W54)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18-Credit Option, s. 1002.3105(5), F.S., and satisfied the state graduation test requirement through an approved state concordant and/or comparative score. (W55)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have completed the minimum number of academic credits to receive a standard diploma as identified in s. 1003.4282(6)(b) F.S. and satisfied the state graduation test requirement with an approved statewide assessment waiver. (W59)

Diploma awarded to adult students, enrolled in a school district adult high school program, who have completed the minimum number of academic credits to receive a standard diploma based on the Academically Challenging Curriculum to Enhance Learning (ACCEL) options, 18-Credit Option, s. 1002.3105(5), F.S., and satisfied the state graduation test requirement with an approved statewide assessment waiver. (W58)

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### **Differentiated Diploma:**

Diploma awarded in lieu of the standard diploma to those students exceeding the prescribed minimums. Differentiated diplomas are to be recorded as standard diplomas (W06).

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### **Special Diploma:**

Diploma awarded to students who have been properly identified as intellectually disabled, deaf or hard-of-hearing, specific learning disabled, emotional/behavioral disabled, orthopedically impaired, dual sensory impaired, other health impaired, traumatic brain injury, autism spectrum disorder, or language impaired. Effective with the 1994-95 school year, school boards may award Special Diplomas based on two (2) options

Data Element Number: **114025**

Data Element Name: **Diploma Type**

a) Option one shall include procedures for determining and certifying mastery of student performance standards for exceptional students as prescribed in Rule 6A-1.09961(1)(a), FAC. (W07)

b) Option two shall include procedures for determining and certifying mastery of demonstrated employment and community competencies in accordance with Rule 6A-1.09961(1)(b), FAC. (W27)

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**Standard Diploma using a Concordant and/or Comparative Score\*:**

Standard diploma awarded to students who have satisfied the state approved graduation test requirement through a concordant and/or comparative score, successfully completed the minimum number of academic credits as identified in Section 1003.4282, F.S., and achieved a cumulative grade point average of 2.0 on a 4.0 scale. (WFT)

Standard Diploma awarded to students who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(5) and satisfied the state graduation test requirement through an approved state concordant and/or comparative score. (WXT)

\*Note: Florida Department of Education approved standardized test for which scores that are concordant and/or comparative with the passing scores on the state approved graduation test may be used to satisfy graduation requirements for a standard diploma, (Section 1008.22(7)-(8), F.S.).

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**Standard Diploma:**

Diploma awarded to students who have earned passing scores on the state approved graduation test, successfully completed the minimum number of academic credits as identified in Section 1003.4282, F.S., and achieved a cumulative grade point average of 2.0 on a 4.0 scale. (W06)

Standard diploma awarded to students with disabilities who have received an FCAT waiver, successfully completed the minimum number of academic credits as identified in Section 1003.4282, F.S., and achieved a cumulative grade point average of 2.0 on a 4.0 scale. (Valid for students who entered 9th grade prior to the 2013-14 school year). (WFW)

Standard diploma awarded to students with disabilities who have received a Statewide Standardized Assessment Results Waiver, successfully completed the minimum number of academic credits as identified in Section 1003.4282, F.S., and achieved a cumulative grade point average of 2.0 on a 4.0 scale. (WRW)

Standard diploma awarded to students who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(5). (WXL)

Standard diploma awarded to students with disabilities who graduated from school and met all of the requirements to receive a standard diploma based on the Academically Challenging Curriculum to enhance Learning (ACCEL) options, F.S. 1002.3105(5) and satisfied the state graduation test requirement with an approved statewide assessment waiver. (WXW)

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**State of Florida Diploma (GED):**

Diploma awarded to students based on the student's satisfactory completion of the General Education Development Tests.

A) Diploma awarded to high school students who successfully completed the Performance-Based Exit Option Model Program requirements, successfully passed the GED, but did not pass the state approved graduation tests. (WGD)

b) Diplomas awarded to adult students should be recorded as W45.

Data Element Number: **114025**

Data Element Name: **Diploma Type**

NOTE: This information can be derived from the attendance system.

**State of Florida High School Performance-Based Diploma**

State of Florida High School Performance-Based High School Diploma  
Performance-based diploma awarded to students who successfully completed the Performance-Based Exit Option Model Program requirements and have passed the GED Tests and the state approved graduation tests. (W10)

Performance-based diploma awarded to students who have successfully completed the Performance-Based Exit Option Model Program requirements, passed the GED Tests, and who have satisfied the state approved graduation test requirement through a concordant and/or comparative score\*. (WGA)

Note: Students in the Performance-Based Exit Option Model must be in the 10th grade or higher in order to take the state approved graduation test.

**Length:** 3

**Data Type:** Alphanumeric

**Year Implemented:** 9495

**State Standard:** Yes

**Use Types:**

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

**Required Grades:** 12

**Programs Required:**

All Programs

Workforce Development

**Formats Required:**

Student End of Year Status DB9 17x

WDIS Student End of Term Status DB9 50x

**Surveys Required:**

Survey 5 Yes

Survey F Yes

Survey W Yes

Survey S Yes

**Appendixes:**

Appendix A: Attendance Recordkeeping Required Codes for Grade PK-12

Appendix B: Attendance Recordkeeping Required Codes for Adult

Data Element Number: 114025

Data Element Name: Diploma Type

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**Description of Changes:**

1/16/2018	Codes	Revised code W57 to W59 (W57 previously used).
12/18/2017	Codes	added language "Adult High School Diploma," after W55 paragraph.
12/18/2017	Codes	Add new code/definitions: W57 & W58;
7/1/2017	Codes	Added notes to codes W07 and W27.
5/12/2017	Codes	Revised language to code WRW to clarify the students applicable for this code.
7/28/2015	Codes	Added code WD1, which is to be included in grad rate calculations
7/1/2015	Codes	Removed codes W6A, W6B, WFA, WFB (not valid after 2014-15)
3/27/2015	Codes	Replaced term 'Alternative Assessment' with 'Concordant and/or Comparative Score'
3/12/2015	Codes	Added code WRW; revised definition of code WFT, and added notes to codes W07, W27, WFW.
3/12/2015	Notes	Added WRW note to Standard Diploma and added another statute reference for W06 and WFW.
7/22/2014	Codes	Update of the "Definition/Example" of the WGD code. Modification of notes to "Standard Diploma using an Alternate Assessment" and addition of notes for "Adult Standard High School Diplomas"
5/28/2014	Codes	Addition of adult standard HS diploma codes W54 and W55 to include 18 credit option . Specified 24 credit option for W43. Updated "notes" for W6A, W6B, WFA, WFB.
1/30/2014	Codes	WXT and WXW standard diploma types added
10/31/2013	Codes	W6A and W6B – Added a note within the definition of the codes.
9/17/2013	Notes	Added note for diploma type: WXL.
9/17/2013	Codes	Addition of new diploma type: WXL.
7/1/2013	Codes	The definitions for codes W10 and WGA are modified. They are not diploma codes.
6/1/2012	Notes	Revised description of Special Diploma under Terms. Deleted educable, trainable and profoundly mentally handicapped and replaced with intellectually disabled.

## STUDENT COURSE SCHEDULE – REJECT RULES

### 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
- School Number, Current Instruction/Service must be C901-C928, U970-U981, 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-U981, P001-P999, or
- School Number, Current Instruction/Service 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
- School Number, Current Instruction/Service must be C901-C928, U970-U981, 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	U987	123456791X	2

## STUDENT COURSE SCHEDULE – REJECT RULES

 8. If the School Number, Current Instruction/Service is C901-C928, U970-U981, 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 database 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 database, the district must correct the Student Course record or the transmission JCL where the mismatch occurs and resubmit the record.



## STUDENT END OF YEAR STATUS – REJECT RULES

 9. Diploma Type must be W06, W07, W10, WD1, WFW, WFT, WGD, WGA, WRW, WXL, WXT, WXW, W27, W43, W45, W52, W54, W55, W58, W59 or ZZZ. - record rejected.

### EXAMPLE


The first and second records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because Diploma Type is an invalid code.

District Number, Current Enrollment	Student Number Identifier, Florida	Diploma Type
30	301234567X	W06
30	301234568X	W43
* 30	301234569X	XXX

### 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 Diploma Type and resubmit the records.

## STUDENT COURSE SCHEDULE – REJECT RULES

 21. If Dual Enrollment Indicator equals A, then School Number, Current Instruction/Service must be C901-C928, U970-U981 or P001-P999. -record rejected-

### EXAMPLE


The first two records listed below would be loaded to the database 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 database, the district must correct the School Number, Current Instruction/Service and resubmit the record.

## 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-U981 or P001-P999). -record rejected-

### EXAMPLE

The second and fourth records listed below would be loaded to the database 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 database, 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

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-U981, 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 database 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 database, 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

 48. If Dual Enrollment Indicator equals E, then School Number, Current Instruction/Service must be C901-C928, U970-U981 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 database 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 database, 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

 **5Z. If the School Number, Current Instruction/Service is C901-C928, U970-U981, 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 database 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 database, the district must correct the Dual Enrollment Indicator and resubmit the record.

## STUDENT COURSE TRANSCRIPT INFORMATION – REJECT RULES

6. The School Number, Where Credit Earned must be alphanumeric in the range of 0001-9899 for Florida public school district sites, N999 or in the range of 0001-9899 for credit earned in Florida PK-12 non-public schools, 9900 for credit earned in out-of-state schools, N998 for credit earned in home education, N997 for credit earned in an American school abroad, C901-C928 for Florida public community colleges, U970-U981 for Florida public state universities, or P001-P999 for eligible postsecondary nonpublic institutions. -record rejected-

### EXAMPLE

The second and fourth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first record would be rejected since the School Number, Where Credit Earned contains a blank. The third record would be rejected since the School Number, Where Credit Earned has an invalid code.


District Number, Where Credit Earned	School Number, Where Credit Earned	School Year	Term
* 01	151	****	2
64	6881	****	1
* 99	M999	****	4
ID	N999	****	2

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

### 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 School Number, Where Credit Earned and resubmit the records.

## STUDENT COURSE TRANSCRIPT INFORMATION – REJECT RULES

 24. If School Number, Where Credit Earned equals C901-C928, U970-U981, or P001-P999, then District Number, Where Credit Earned must equal 99. –record reject -

### EXAMPLE

The first record listed below would pass the edit. The second record would be rejected because the School Number, Where Credit Earned is not correct for the District Number, Where Credit Earned.


District Number, Where Credit Earned	School Number, Where Credit Earned	Student Number Identifier, Florida
99	U970	123456789X
* 16	C901	234567891X

### 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 database, the district must correct the District Number, Where Credit Earned or the School Number, Where Credit Earned and resubmit the record.



## STUDENT COURSE TRANSCRIPT INFORMATION – REJECT RULES

 25. If the Course Grade code equals W, then the School Number, Where Credit Earned must be U970-U981, C901-C928, P001-P999, 9900 or N999. -record rejected-

### EXAMPLE


In the examples below, records two and four would be loaded to the database assuming no other reject rule would cause the records to be rejected. Records one and three would be rejected because the Course Grade is not valid for the reported School Number, Where Credit Earned.

Course Number	School Number, Where Credit Earned	Course Grade
* 1005300	0021	W
ZOO1010	C901	W
* 0400330	7851	W
PSY2012	U970	W

### 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 Grade or the School Number, Where Credit Earned and resubmit the records.

## STUDENT END OF YEAR STATUS – REJECT RULES

 **3C. If Diploma Type is W43, W45, W52, W54, W55, W58 or W59, Grade Level must be 30 or 31. –record rejected–**

### EXAMPLE


The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because Grade Level is not 30 or 31 and Diploma Type is W43.

Student Number Identifier, Florida	Grade Level	Diploma Type
012345678X	31	W45
* 012345679X	11	W43

### 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 database, the district must correct the Diploma Type or the Grade Level so that they are in the proper relationship and resubmit the record.

## TEACHER COURSE – REJECT RULES

 2. School Number, Current Instruction/Service must be numeric in the range 0001 to 9899 (excluding 9001), 9996 or it must be C901 to C928, U970 to U981, P001-P999 or N999. -record rejected-

### EXAMPLE

The third record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The first and second records would be rejected because the School Number, Current Instruction/Service is not within the specified range.


District Number, Current Instr./Service	School Number, Current Instr./Service	Survey Period Code	Fiscal Year	Security Number
* 31	0000	2	****	123456789
* 31	C801	2	****	123456790
31	0021	2	****	123456791

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

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

## TEACHER COURSE – REJECT RULES

 40. School Number, Current Instruction/Service must be valid and active on the Master School Identification File or must be C901 to C928, U970 to U981, P001-P999, 9996, or N999. -record rejected-

### EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second and third records would be rejected because the School Number, Current Instruction/Service is not valid and active on the Master School Identification file.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Social Security Number
01	0151	123456789
* 01	0661	123456781
* 01	0010	123456782

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

## TEACHER COURSE – STATE VALIDATION RULES

**5F. For Survey Periods 2 and 3,**

- If the course is not a dual enrollment course at a postsecondary institution, and
- If School Number, Current Instruction/Service is not 7001 or 7006, and
- If School Number, Current Instruction/Service is not 7004 and 7023 in one of the following District Numbers, Current Instruction/Service: 02, 04, 07, 12, 14, 15, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, 32, 33, 34, 38, 39, 44, 45, 47, 54, 62, 63, 65, 67 and 75
- If Charter School Status is not R, C, T or B and School Function Setting is not V,
- If Location of Student code is not T on the Student Course Schedule record (matching on District Number, Current Instruction/Service; School Number Current Instruction/Service; Survey Period Code; Fiscal Year; Term; Course Number; Section Number and Period Number),

then each Teacher Course Schedule record must have a matching Staff Demographic Information record based on District Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Social Security Number and Staff Number Identifier, Local,

Dual enrollment records are those with School Number, Current Instruction/Service of C901-C928, U970-U981 or P001-P999 and those with an alphanumeric course number at any School Number, Current Instruction/Service. -state validation-

### EXAMPLE

The first Teacher Course Schedule record listed below would pass this edit because it has a matching Staff Demographic Information record based on District Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Social Security Number and Staff Number Identifier, Local. The second Teacher Course Schedule record listed below would cause a state validation error report message to be generated because there is no matching Staff Demographic Information record.

*Teacher Course Schedule records*

District Number, Current Instr./ Service	Survey Period Code	Fiscal Year	Social Security Number	Staff Number Identifier, Local
01	2	****	123456789	ABC123DEF9
* 01	2	****	123456790	BCD456EFG8

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

# Appendix(es) Updated

## **Student:**

- **Appendix B:** Attendance Recordkeeping Required Codes for Adult Students

## Format(s) Updated

### **Student:**

- **Student End of Year Status:** Revised code W57 to W59 (W57 previously used).