

**THE FOLLOWING CHANGES ARE FOR
FISCAL YEAR**

1920

August 9, 2019

2019-2020 English Language Learners Information

1. Submit a separate record during reporting periods 2, 3 and 5 for each student in KG-12 membership identified as "LY" for the English Language Learners, PK-12 data element. Also, submit a separate record for each student identified as "LF" for the English Language Learners, PK-12 data element, who has exited the program within the last two school years. After two years change LF to ~~LZ~~LA.
2. Submit a separate record during reporting periods 2, 3 and 5 for each 3-12 grade student in membership identified as "LP" for the data element English Language Learners, PK-12, if the "LP" student is enrolled in an English for Speakers of Other Languages (ESOL) program pending assessment. (If the grade 3-12 student is identified as "LP" and enrolled in a regular program, do not submit a record.)
3. If the student is identified as "LA or LZ" for the English Language Learners, PK-12 data element, do not submit an English Language Learners Information Format because the English Language Learners: Post Reclassification Dates are for Local Accountability and District Records Transfer purposes only. Do not submit a record for English Language Learners Format if the student is identified as "ZZ".
4. In Surveys 2, 3 and 5 for students identified as LY report the following entry test information:
 - a. For students in grades KG-02 report the aural/oral test scores that determined the student eligible and in need of services. These are reported in the test fields for Listening and Speaking. No Reading and Writing scores are applicable for entry.
 - b. For students in grades 03-12, report aural/oral test scores in the test fields for Listening and Speaking. Also, report Reading and Writing test scores for students who tested proficient in aural/oral skills based on assessment.
 - c. For students who have a reclassification date and an English Language Learners: Basis of Entry code of "L", test scores are optional.

Report initial entry test information in each Survey period until the student is identified as LF.
Note: Zeros may be valid test scores.
5. In Surveys 2, 3 and 5 for students identified as LF, report exit test information as appropriate for the student's English Language Learners: Basis of Exit codes.
6. Report one or two English Language Learners: Basis of Exit codes. If code L is reported all test information may be Z-filled or zero-filled, as appropriate.
7. **Error Codes:** This field is used by the Department to report to districts the specific errors found in the record during the state edit process. This field should contain filler (spaces, blanks) when the record is transmitted to the Department.
8. **Key Fields:** The key fields for this format are items 3-5 and 50.

' * ' indicates key fields. (Click on the link to view or download a pdf version of the document)

Item No.	From-To	Size	Field Char.	Field Description
1	1-2	2	N/R	District Number, Current Enrollment
2	3-6	4	A/N/R	School Number, Current Enrollment

Item No.	From-To	Size	Field Char.	Field Description
3	7-16	10	A/N	Student Number Identifier, Florida *
4	17-17	1	A/N	Survey Period Code *
5	18-21	4	N	School Year *
6	22-29	8	N	English Language Learners: Entry Date
7	30-30	1	A	English Language Learners: Tier Placement
8	31-38	8	N	English Language Learners: Student Plan Date
9	39-46	8	N	English Language Learners: Classification Date
10	47-54	8	N	English Language Learners: Exit Date
11	55-62	8	N	English Language Learners: Reevaluation Date
12	63-63	1	A/N	English Language Learners: Extension of Instruction
13	64-71	8	N	English Language Learners: Reclassification Date
14	72-79	8	N	English Language Learners: Reclassification Exit Date
15	80-80	1	A/N	English Language Learners: Basis of Entry
16	81-81	1	A/N	English Language Learners: Basis of Exit (First)
17	82-84	3	A/N	Test Name: Listening
18	85-86	2	A/N	Test Score Type: Listening
19	87-88	2	A/N	Test Subject Content: Listening
20	89-92	4	N/R	Test Score: Listening
21	93-100	8	A/N	Test Date: Listening
22	101-103	3	A/N	Test Name: Speaking
23	104-105	2	A/N	Test Score Type: Speaking

Item No.	From-To	Size	Field Char.	Field Description
24	106-107	2	A/N	Test Subject Content: Speaking
25	108-111	4	N/R	Test Score: Speaking
26	112-119	8	A/N	Test Date: Speaking
27	120-122	3	A/N	Test Name: Reading
28	123-124	2	A/N	Test Score Type: Reading
29	125-126	2	A/N	Test Subject Content: Reading
30	127-130	4	N/R	Test Score: Reading
31	131-138	8	A/N	Test Date: Reading
32	139-141	3	A/N	Test Name: Writing
33	142-143	2	A/N	Test Score Type: Writing
34	144-145	2	A/N	Test Subject Content: Writing
35	146-149	4	N/R	Test Score: Writing
36	150-157	8	A/N	Test Date: Writing
37	158-158	1	A	Transaction Code
38	159-159	1	A	Fund Source
39	160-160	1	A/N	English Language Learners: Program Participation
40	161-161	1	A/N	English Language Learners: Basis of Exit (Second)
41	162-162	1	A	Test Form: Listening
42	163-164	2	A	Test Level: Listening
43	165-165	1	A	Test Form: Speaking
44	166-167	2	A	Test Level: Speaking

Item No.	From-To	Size	Field Char.	Field Description
45	168-168	1	A	Test Form: Reading
46	169-170	2	A	Test Level: Reading
47	171-171	1	A	Test Form: Writing
48	172-173	2	A	Test Level: Writing
49	174-181	8	A/N	Filler
50	182-183	2	N/R	District Number, Current Instruction/Service*
51	184-208	25	A/N	Filler
52	209-222	14	A/N	Florida Education Identifier
53	223-232	10	A/N	Student Number Identifier, Local
54	233-240	8	A/N	Filler/Error Codes

Last Updated ~~7/1/2019~~7/25/2019

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

-  11. Incident, Reported to Law Enforcement code must be C, Y or N.
-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 Incident, Reported to Law Enforcement code is not a valid code.

District Number, Reporting District	School Number, Where Incident Occurred	Incident, Identifier	Incident, Reported to Law Enforcement
01	0271	VT000001	Y
01	0271	AR000002	N
* 01	0271	BE000003	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 Incident, Reported to Law Enforcement code and resubmit the record.

STUDENT COURSE SCHEDULE – EXCEPTION REPORTS

84. If the Dual Enrollment Indicator equals E on one Student Course Schedule record reported for a student, then each Student Course Schedule record with a postsecondary course number (begins with an alphabetic character) 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. –exception report-

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

EXCEPTIONAL STUDENT - REJECT RULES

 2B. For Survey Periods 2 and 3, if School Number, Current Enrollment is not N999, then Exceptional Student Placement Date must be a valid numeric date and less than or equal to the survey date.

~~For Survey Period 2, if District Number, Current Enrollment = 01, 02, 03, 04, 07, 09, 12, 15, 17, 19, 20, 21, 23, 24, 27, 29, 30, 32, 33, 34, 37, 38, 39, 40, 41, 46, 51, 52, 57, 61, 62, 63, 65, 66 or 67 (where School Number, Current Enrollment is not N999), then Exceptional Student Placement Date must be a valid numeric date and less than or equal to November 26, 2018.~~

For Survey Period 4, if School Number, Current Enrollment is not N999, then Exceptional Student Placement Date must be a valid numeric date and less than or equal to June 30 of the current school year.

For Survey 5, if Exceptional Student Placement Status = P or T and School Number, Current Enrollment is not N999, then Exceptional Student Placement Date must be a valid numeric date less than August 31 following the 180 day school year. For Survey 5, if Exceptional Student Placement Status = R, E, I, or N, Exceptional Student Placement Date must be zero-filled.

If School Number, Current Enrollment is N999 or if Survey = 1 then the Exceptional Student Placement Date must either follow the rules above or it must be zero-filled.

-record rejected-

EXAMPLE

Each of the records listed below would be rejected. The first record would be rejected because the Exceptional Student Placement Date is not numeric. The second record would be rejected because Exceptional Student Placement Date is an invalid date.

Student Number Identifier, Florida	Survey Period Code	Year	Exceptional Student Placement Status	Exceptional Student Placement Date
* 361234567X	3	****	P	NNNNNNNN
* 361234568X	3	****	P	02302009

**** = 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 Exceptional Student Placement Date and resubmit the records.

EXCEPTIONAL STUDENT - REJECT RULES

 2C. Exceptional Student Eligibility Determination Date must be numeric and either a valid date or all zeros.

If Exceptional Student Placement Status = T, then Exceptional Student Eligibility Determination Date must be a valid date that is less than or equal to the survey date or it must be zero-filled, ~~unless Survey Period is 2 and District Number, Current Enrollment = 01, 02, 03, 04, 07, 09, 12, 15, 17, 19, 20, 21, 23, 24, 27, 29, 30, 32, 33, 34, 37, 38, 39, 40, 41, 46, 51, 52, 57, 61, 62, 63, 65, 66 or 67, then Exceptional Student Eligibility Determination Date must be a valid numeric date and less than or equal to November 26, 2018 or it must be zero-filled.~~ For Survey 5, use August 31 to represent the survey date.

If Survey Period is 1 and Exceptional Student Placement Status = P, then Exceptional Student Eligibility Determination Date must be less than or equal to the survey date or zero-filled.

If Survey Period is 2, ~~and Exceptional Student Placement Status = P, then Exceptional Student Eligibility Determination Date must be less than or equal to the survey date, unless District Number, Current Enrollment = 01, 02, 03, 04, 07, 09, 12, 15, 17, 19, 20, 21, 23, 24, 27, 29, 30, 32, 33, 34, 37, 38, 39, 40, 41, 46, 51, 52, 57, 61, 62, 63, 65, 66 or 67, then Exceptional Student Eligibility Determination Date must be a valid numeric date and less than or equal to November 26, 2018.~~

~~If Survey Period is~~ 3 or 4 and Exceptional Student Placement Status = P, then Exceptional Student Eligibility Determination Date must be less than or equal to the survey date.

If Survey Period = 5 and if Exceptional Student Placement Status = R or E then the Exceptional Student Eligibility Determination Date must be zero-filled.

If Survey Period = 5 and if Exceptional Student Placement Status = I, N or P, then the Exceptional Student Eligibility Determinate Date must be a valid date less than or equal to August 31.

record rejected

EXAMPLE

The first two records listed below would be rejected because the Exceptional Student Eligibility Determination Date is not a valid date. The third record would be loaded to the database assuming no other reject rule would cause its rejection.

Student Number Identifier, Florida	Survey Period Code	Year	Exceptional Student Placement Status	Exceptional Student Eligibility Determination Date
* 621234567X	2	****	P	00000000
* 621234568X	2	****	P	031413
621234569X	2	****	P	04082013

**** = 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 Exceptional Student Eligibility Determination Date and resubmit the records.

EXCEPTIONAL STUDENT - REJECT RULES

2F. Evaluation Completion Date must be numeric. If Exceptional Student Placement Status = E, P, I or N and Survey Period does not equal 1, then Evaluation Completion Date must be a valid date and less than or equal to the survey date (for survey periods 2, 3 and 4, ~~unless Survey Period is 2 and District Number, Current Enrollment = 01, 02, 03, 04, 07, 09, 12, 15, 17, 19, 20, 21, 23, 24, 27, 29, 30, 32, 33, 34, 37, 38, 39, 40, 41, 46, 51, 52, 57, 61, 62, 63, 65, 66 or 67, then Evaluation Completion Date must be a valid numeric date and less than or equal to November 26, 2018~~) or less than August 31 following the 180 day school year (for survey period 5).

If Exceptional Student Placement Status = E, P, I or N and Survey Period is 1, then Evaluation Completion Date must be a valid date and less than or equal to the survey date or it must be zero-filled.

If Exceptional Student Placement Status = R, then Evaluation Completion Date must be zero-filled. If Exceptional Student Placement Status = T, then Evaluation Completion Date must be zero-filled or a valid date that is less than or equal to the survey date (for survey periods 1, 2, 3 and 4, ~~unless Survey Period is 2 and District Number, Current Enrollment = 01, 02, 03, 04, 07, 09, 12, 15, 17, 19, 20, 21, 23, 24, 27, 29, 30, 32, 33, 34, 37, 38, 39, 40, 41, 46, 51, 52, 57, 61, 62, 63, 65, 66 or 67, then Evaluation Completion Date must be zero-filled or a valid numeric date and less than or equal to November 26, 2018~~) or less than August 31 following the 180 day school year (for survey period 5).

-record rejected-

EXAMPLE

The second and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first record would be rejected because Evaluation Completion Date is a future date.

Student Number Identifier, Florida	Survey Period Code	Year	Exceptional Student Placement Status	Evaluation Completion Date
* 361234567X	3	****	P	05162099
361234568X	3	****	P	05162011
361234569X	3	****	T	00000000

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

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 Evaluation Completion Date and resubmit the record.

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

Year: 2019-20

Data Element Number: **101075**

Data Element Name: **Adult Educational Functioning Level, Initial**

A federally-defined code indicating the Adult General Education or English Language functioning level of the adult student upon initial entrance into the course. A student may be assigned only one initial adult educational functioning level for each course on each reporting record and must be the same level or a higher level than previously reported for the same course. Based upon the instruction being reported on the record, select the most appropriate response from those listed under either Adult General Education (Adult Basic Education and Adult Secondary Education), Adult ESOL Literacy Skills, Adult ESOL, Adult ELCATE, Adult ESOL College and Career Readiness, or Applied Academics for Adult Education (AAAE). Functioning level reported may not be based on out of range test scores as determined using publisher guidelines. For the initial Adult General Education functioning level, use the following codes to relate functioning levels to grade levels.

Code	Definition/Example
1) Adult General Education	
B	ABE Level 1 (grade level 0 through 1.9),
F	ABE Level 2 (grade level 2.0 through 3.9),
H	ABE Level 3 (grade level 4.0 through 5.9),
J	ABE Level 4 (grade level 6.0 through 8.9),
K	ABE Level 5 (grade level 9.0 through 10.9 WITH a U.S. high school diploma or its equivalent)
L	ABE Level 6 (grade level 11.0 through 12.9 WITHOUT a U.S. high school diploma or its equivalent),
M	ABE Level 6 (grade level 11.0 through 12.9, WITH a U.S. high school diploma or its equivalent).
N	ABE Level 5 (grade level 9.0 through 10.9 WITHOUT a U.S. high school diploma or its equivalent)

NOTE #1: When determining initial placement for GED® Prep Social Studies (9900132) or GED® Prep Science (9900133) a student is placed when tested at a 9.0 or higher on an eligible Reading subtest.

NOTE #2: Students may only be enrolled in Applied Academics for Adult Education (AAAE) if their initial functioning level is equivalent to grade level 9.0 or higher (Codes K, L, M, or N) and the student is enrolled in or planning to enroll in a career certificate program with a basic skills requirement.

2) ESOL	
Q	ESOL Pre Literacy – Level A
R	ESOL Basic Literacy – Level B
S	ESOL Advanced Literacy – 2 Level C

For the initial Adult ESOL functioning level, use the following codes to relate functioning level to approved test scores per Rule 6A-6.014, Florida Administrative Code (F.A.C.)

3) ESOL initial

Data Element Number: **101075**

Data Element Name: **Adult Educational Functioning Level, Initial**

1 ESL Level 1

2 ESL Level 2

3 ESL Level 3

4 ESL Level 4

5 ESL Level 5

6 ESL Level 6

For the initial Adult ELCATE functioning level, use the following codes to relate functioning level to approved test scores per r. 6A-6.014, F.A.C.

4) ELCATE

D ESL Level 5

E ESL Level 6

This program is for students who wish to enter a university or community college, to take post-secondary level credit courses, or who wish to study academic English for personal enrichment. It is open to students who have completed the core ESOL curriculum or the ELCATE course, or to new students who demonstrate strong English language ability.

5) Open

7 Adult ESOL College and Career Readiness

Z Not Applicable

NOTE: Students may only be enrolled in Applied Academics for Adult Education (AAAE) if their initial functioning level is equivalent to grade level 9.0 or higher (Codes K, L, M, or N) and the student is enrolled in or planning to enroll in a career certificate program with a basic skills requirement.

Length: 1

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Data Element Number: **101075**

Data Element Name: **Adult Educational Functioning Level, Initial**

Programs Required:

Workforce Development

Formats Required:

WDIS Adult General Education Student Course DB9 48x

Surveys Required:

Survey F Yes

Survey W Yes

Survey S Yes

Appendixes:

Appendix R: Core Academic Subjects Course Number Prefixes

Description of Changes:

7/1/2019	Notes	Modified the Adult General Education Note #1 to clarify when a student is placed.
7/1/2017	Codes	Changed labels for codes to reflect new federal National Reporting
7/1/2016	Notes	Added clarifying language and removed obsolete note.
7/1/2016	Codes	Added value N, removed value C, corrected numbering, and added clarifying language.
7/1/2016	Definition	Updates to definition to reflect programmatic changes in adult general education
4/6/2016	Codes	Updated the name of the Adult ESOL College and Career Readiness program
6/5/2015	Definition	Clarifying language and additions to notes for AAAE and GED
10/31/2014	Definition	Remove reference to comprehensive courses in definition and remove ambiguous references in code notes.

Data Element Number: 197276

Data Element Name: **Adult General Education, Literacy Completion Point Date Earned**

Description of Changes:

7/1/2019	Notes	Added clarifying language to the Note.
3/27/2019	Element Name	The word "Code" in the name has been deleted.
7/13/2018	Notes	Added clarifying language to the Note.
7/1/2018	Notes	Updated note to delete reference to the most recent date reported for more than one LCP in the same course.
7/1/2018	Codes	Updated code definition for MMDDYYYY.
7/1/2018	Definition	Updated data element definition to specify that for each literacy completion point reported there must be a date.
12/18/2017	Notes	Add comments to Definition/Example notes: "Date reported may not be after course exit date. LCPs earned after the course exit, should be reported with the next term's enrollment."
7/1/2016		New Element

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

Year: 2019-20

Data Element Number: **197272**

Data Element Name: **Adult General Education, Withdrawal Reason**

Definition: Indicate, using the codes below, the reason for a student's withdrawal from adult general education.

Code	Definition/Example
A	Participant is incarcerated or residing in an institution or facility providing 24-hour support such as a hospital or treatment center
B	Participant is receiving medical treatment that precludes entry into unsubsidized employment or continued participation in the program.
C	Participant was found to be deceased
D	Participant is a member of the National Guard or other reserve military unit of the armed forces and is called to active duty for at least 90 days
E	Participant is in the foster care system or any other mandated residential program and has moved from the area as part of such a program or system (exclusion for youth participants only)
F	Participant was withdrawn and exited for non-attendance
G	Participant exited for a reason other than those identified above. This includes students who earned a diploma or equivalent and exited adult education.
N	Participant is in an NRS eligible program, is still enrolled at the end of the term, and is expected to be enrolled in the next term
Z	Participant is not enrolled in an NRS eligible program

Note #1: Code = A should only be reported when the student is withdrawing entirely from your AGE program because they are becoming incarcerated or institutionalized and will no longer be enrolled in AGE.)

Note #2: Codes A - E will be used in determining students for exclusion from any NRS performance outcome measures based using placement or employment data.

Length: 1
Data Type: Alphabetic
Year Implemented: 1617
State Standard: Yes
Use Types:
 State Reporting: Yes
 Local Accountability: Yes

Data Element Number: **197272**

Data Element Name: **Adult General Education, Withdrawal Reason**

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Student End of Term Status DB9 50x

Surveys Required:

Survey F Yes

Survey S Yes

Survey W Yes

Appendixes:

None

Description of Changes:

7/1/2019	Notes	Added a note explaining when to report Code A.
12/18/2017	Notes	Data Governance Request to add "Note: . . ." under Definition/Example
7/1/2016		New Element

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

Year: 2019-20

Data Element Number: **101742**

Data Element Name: **Adult Test Form**

A four-character code indicating the specific form of the test which was administered.

Values are listed below:

Code	Definition/Example
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BEST

B	BEST Literacy (Reading and Writing)
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C	BEST Literacy (Reading and Writing)
---	-------------------------------------

D	BEST Literacy (Reading and Writing)
---	-------------------------------------

NA	BEST PLUS ("Form" is "Not Applicable" for BEST PLUS)
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CASAS

185R	CASAS Life and Work Skills Series Level C Reading
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186R	CASAS Life and Work Skills Series Level C Reading
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187R	CASAS Life and Work Skills Series Level D Reading
------	---

188R	CASAS Life and Work Skills Series Level D Reading
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27R	CASAS Beginning Literacy Reading Level A
-----	--

28R	CASAS Beginning Literacy Reading Level A
-----	--

81R	CASAS Life and Work Skills Series Level A Reading
-----	---

81RX	CASAS Life and Work Skills Series Level A Reading
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82R	CASAS Life and Work Skills Series Level A Reading
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82RX	CASAS Life and Work Skills Series Level A Reading
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83R	CASAS Life and Work Skills Series Level B Reading
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84R	CASAS Life and Work Skills Series Level B Reading
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Data Element Number: **101742**

Data Element Name: **Adult Test Form**

85R CASAS Life and Work Skills Series Level C Reading

86R CASAS Life and Work Skills Series Level C Reading

901R CASAS Reading GOALS (ABE Reading Only)

902R CASAS Reading GOALS (ABE Reading Only)

903R CASAS Reading GOALS (ABE Reading Only)

904R CASAS Reading GOALS (ABE Reading Only)

905R CASAS Reading GOALS (ABE Reading Only)

906R CASAS Reading GOALS (ABE Reading Only)

907R CASAS Reading GOALS (ABE Reading Only)

908R CASAS Reading GOALS (ABE Reading Only)

913M CASAS Math GOALS (ABE Math Only)

914M CASAS Math GOALS (ABE Math Only)

917M CASAS Math GOALS (ABE Math Only)

918M CASAS Math GOALS (ABE Math Only)

981L CASAS Life and Work Skills Series Level A Listening

982L CASAS Life and Work Skills Series Level A Listening

983L CASAS Life and Work Skills Series Level B Listening

984L CASAS Life and Work Skills Series Level B Listening

985L CASAS Life and Work Skills Series Level C Listening

986L CASAS Life and Work Skills Series Level C Listening

TABE

110L TABE form 11 - Online

Data Element Number: **101742**

Data Element Name: **Adult Test Form**

11PB TABE form 11 – Paper Based

12OL TABE form 12 - Online

12PB TABE form 12 – Paper Based

A TABE CLAS E

B TABE CLAS E

Length: 4

Data Type: Alphanumeric

Year Implemented: 1011

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: No

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Adult General Education Test Record DB9 62x

Surveys Required:

Survey F Yes

Survey W Yes

Survey S Yes

Appendixes:

None

Description of Changes:

7/1/2019 Codes Deleted CASAS Life Skills Series codes 31M-38M; added CASAS Math GOALS codes 913M – 918M; deleted TABE codes 9 and 10; modified TABE 11 to 11OL and TABE 12 to 12OL; added TABE 11PB and 12PB.

7/1/2018 Codes Added eight new CASAS Reading Test Form codes.

3/21/2018 Codes Added TABE Form 11 and TABE Form 12

7/1/2017 Codes Removed Wonderlic GAIN from Adult Test Form.

7/1/2016 Codes Removal of or modification of obsolete test forms for CASAS

Data Element Number: **101742**

Data Element Name: **Adult Test Form**

12/18/2015	Codes	Addition of new valid forms for CASAS listening as required by the Division of Career and Adult Education
11/19/2013	Codes	Correction of the "Level" for five CASAS forms
8/15/2012	Codes	Add forms back for CASAS Listening (81L, 82L, 83L, 84L, 85L & 86L).
6/1/2012	Codes	For BEST Literacy Tests deleted codes 1 and 2 and added codes B, C and D. For CASAS, deleted codes 81L, 82L, 83L, 84L, 85L and 86L.

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

Year: 2019-20

Data Element Number: **101759**

Data Element Name: **Adult Test Level**

A code provided by the test vendor indicating the difficulty level of the test.

Code **Definition/Example**

Value for BEST PLUS

NA "Level" is "Not Applicable" for BEST PLUS

Values for BEST Literacy ONLY

B Easy

C Medium

D Difficult

Values for CASAS ONLY (Math)

AB Easy

CD Difficult

Values for CASAS ONLY (Reading for ESOL or ABE)

A Easy

B Medium

C Difficult

D Advanced

Values for TABE CLAS E ONLY

1 Easy

2 Medium

3 Difficult

4 Advanced

Data Element Number: 101759

Data Element Name: Adult Test Level

Values for TABE ONLY

A Advanced

D Difficult

E Easy

L Literacy

M Medium

Length: 2

Data Type: Alphanumeric

Year Implemented: 1011

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: No

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Adult General Education Test Record DB9 62x

Surveys Required:

Survey F Yes

Survey W Yes

Survey S Yes

Appendixes:

None

Description of Changes:

7/1/2019

Added Values for CASAS ONLY (Math) section and added Code AB, with description Easy, and Code CD, with description Difficult.

7/1/2017 Codes

Removed Wonderlic GAIN.

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

Year: 2019-20

Data Element Number: **101793**

Data Element Name: **Adult Test Score**

The scale score achieved on a specific test.

Test score ranges listed below.

Code	Definition/Example
0 – 249	CASAS Listening
0 – 265	CASAS Reading (Life and Work Skills for ESOL and ELCATE)
0 – 268	CASAS Math
0 – 78	BEST Literacy Reading
0 – 78	BEST Literacy Writing
088-999	BEST Plus Listening
165-262	CASAS Reading (GOALS for ABE)
225 – 600	TABE CLASE-E Reading
230 – 600	TABE-CLASE-E Listening
300-800	TABE 11-12 Math
300-800	TABE 11-12 Reading
300-800	TABE 11-12 Language

NOTE: Please see the State Data Reporting Procedures for TABE 11/12 resource for information on which score to report when a test administration results in a score of “N/A” or “OOR” (Out of Range): <http://www.fldoe.org/academics/career-adult-edu/adult-edu/assessment-resources.shtml>

Length: 4

Data Type: Alphanumeric

Year Implemented: 1011

State Standard: No

Use Types:

State Reporting: Yes

Data Element Number: **101793**

Data Element Name: **Adult Test Score**

Local Accountability: No

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Adult General Education Test Record DB9 62x

Surveys Required:

Survey F Yes

Survey W Yes

Survey S Yes

Appendixes:

None

Description of Changes:

7/1/2019	Codes	Removed score codes 160-795 (TABE 9-10 Math), 160-812 (TABE 9-10 Reading) and 235-826 (TABE 9-10 Language).
1/1/2019	Notes	Added a NOTE to indicate how to report an Out of Range (OOR) or N/A score on TABE 11/12 test.
7/1/2018	Codes	Added CASAS Reading score code 165-262; Added example to CASAS Reading score code 0-265.
3/21/2018	Codes	Added TABE 11-12 Math, Reading & Language Scores
7/1/2017	Codes	Wonderlic GAIN Adult Test Score will no longer be used.
6/1/2012	Codes	Added BEST Literacy Writing and Wonderlic GAIN Language (English). Deleted TABE CLASE-E Reading and Writing and TABE CLASE-E Listening and Speaking. Updated test score values for most tests.

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

Year: 2019-20

Data Element Number: **101810**

Data Element Name: **Adult Test Subject Content**

A one-character code for each subject area of the test.

Valid Values

Code	Definition/Example
-------------	---------------------------

M	Mathematics or Algebra
---	------------------------

N	Language (TABE)
---	-----------------

R	Reading
---	---------

S	Listening
---	-----------

W	Writing
---	---------

Length: 2

Data Type: Alphanumeric

Year Implemented: 1011

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: No

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Adult General Education Test Record DB9 62x

Surveys Required:

Survey F Yes

Survey W Yes

Survey S Yes

Data Element Number: **101810**

Data Element Name: **Adult Test Subject Content**

Appendixes:

None

Description of Changes:

7/1/2019 Codes Removed code O (ESL).

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

Year: 2019-20

Data Element Number: **114025**

Data Element Name: **Diploma Type**

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

Code	Definition/Example
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)

Data Element Number: 114025

Data Element Name: **Diploma Type**

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
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

Terms:

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)

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).

Data Element Number: 114025

Data Element Name: **Diploma Type**

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 :

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)

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.).

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)

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

Data Element Number: 114025

Data Element Name: **Diploma Type**

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.

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

WDIS Supplemental Information DB9 60x

Surveys Required:

Survey 5 Yes

Survey F Yes

Survey W Yes

Data Element Number: 114025

Data Element Name: Diploma Type

Survey S Yes

Appendixes:

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

Appendix B: Attendance Recordkeeping Required Codes for Adult

Description of Changes:

7/1/2019	Formats Required	Added the WDIS Supplemental Information format as a required format.
7/1/2019	Codes	Deleted code "WPR" – no longer valid for reporting.
4/17/2018	Codes	Added code "WPR" for displaced 11th & 12th Grade Puerto Rican students as a graduation option.
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	Notes	Added WRW note to Standard Diploma and added another statute reference for W06 and WFW.
3/12/2015	Codes	Added code WRW; revised definition of code WFT, and added notes to codes W07, W27, 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	Codes	Addition of new diploma type: WXL.
9/17/2013	Notes	Added note for 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.

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

Year: 2019-20

Data Element Number: **197291**

Data Element Name: **Dual Enrollment Student Type**

Using the codes below, indicate the type of dual enrollment student enrolled in an eligible postsecondary course creditable toward high school completion and career certificate.

Code	Definition/Example
A	Student is a district KG-12 student in the same district as the postsecondary school of instruction.
B	Student is a district KG-12 student in a different district than the postsecondary school of instruction.
C	Student is a private school KG-12 student.
D	Student is a home education KG-12 student.
Z	Not a dual enrolled student.

Length: 1

Data Type: Alphanumeric

Year Implemented: 1920

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: No

FASTER: No

Migrant Tracking: No

Required Grades: 06-12, Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Career and Technical Education Student Course Schedule DB9 47x

Surveys Required:

Survey F Yes

Survey G Yes

Survey S Yes

Survey W Yes

Data Element Number: **197291**

Data Element Name: **Dual Enrollment Student Type**

Survey X Yes

Appendixes:

None

Description of Changes:

7/31/2019

New Data Element

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

Year: 2019-20

Data Element Number: **140025**

Data Element Name: **Incident, Reported to Law Enforcement**

A code indicating whether or not the incident was reported to law enforcement authorities.

Code	Definition/Example
C	Consultation – A School Resource Office (SRO) or local Law Enforcement Officer was consulted regarding the incident but no official action was taken.
N	No - The incident was not reported to a School Resource Officer (SRO) or local Law Enforcement Officer.
Y	Yes - An official action was taken by a School Resource Officer (SRO) or local Law Enforcement Officer such as: a case number was assigned, a report was filed, a civil citation was issued, an affidavit was filed, an investigation was conducted and found to be an incident reportable to SESIR OR an arrest was made.

Length: 1

Data Type: Alphanumeric

Year Implemented: 9596

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: PK-12

Programs Required:

All Programs

Formats Required:

School Environmental Safety Incident Report DB9 42x

Surveys Required:

Survey 2 Yes

Survey 3 Yes

Survey 5 Yes

Appendixes:

None

Data Element Number: **140025**

Data Element Name: **Incident, Reported to Law Enforcement**

Description of Changes:

7/24/2019	Notes	Deleted the note concerning code "C". It is no longer optional; it is now a valid code for reporting.
7/1/2018	Codes	Added example of official action taken to code Y.

APPENDICES

2019-20

Student:

- **Appendix P:** Definitions for Incident Reporting
- **Appendix Z:** Industry Certification Identifier