

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

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

**1999-2000 Exceptional Student**

1. Submit this record in reporting periods 1-4 and 9 for any PK-12 student who has an Exceptionality, Primary code other than Z. (Student has a current FSP, IEP or EP in effect.)
2. For reporting period 5, submit this record for any PK-12 student who, during the school year just ended, was in membership and had an Exceptionality, Primary code other than Z.
3. For reporting period 9 the universe is determined by this format. Records should be submitted only for students who have a current FSP, IEP or EP as of December 1 of the reporting year. Students do not have to be in attendance but must be in membership to be counted.
4. YEAR: For reporting periods 1-4 or 9 this field will contain the fiscal year. For reporting period 5 this field will contain school year.
5. EXCEPTIONAL STUDENT, POSTSCHOOL OUTCOME AREA: For reporting period 5, enter the appropriate anticipated service codes if the student has exited the school system. If the student will continue next school year, put Z's in the data item field.
6. EXCEPTIONAL STUDENT, DISMISSAL DATE: Report the most recent Exceptional Student, Dismissal Date in Survey 5 for any student who has exited all Exceptional programs during the school year and is no longer receiving special education and related services.
7. TIME, TOTAL SCHOOL WEEK AND TIME WITH NON-DISABLED PEERS are reported only in Surveys 2 and 9. For all other surveys, zero-fill the fields.
8. KEY FIELDS: The key fields for this format are item numbers 1, 2, 3, 4 and 5. If a key field needs to be changed, the record must be deleted and re-submitted as an add.

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

**1999-2000 EXCEPTIONAL STUDENT**

<b>FIELD CHARACTERISTICS:</b>  A = Alphabetic only A/N = Alphanumeric N = Numeric only Z = Zoned Numeric P = Packed decimal R = Right justified leading zeros L = Left justified	<b>TAPE CHARACTERISTICS:</b>  9 Track (odd Parity) 1600 or 6250 BPI, EBCDIC Label Information _____ Record size _____ Block size _____	Date: April 1999  Effective Date: July 1999  Format No.: 6351  Record Type: 1 of 1  Activity No.: DB9 23C
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Item Number	From-To	Size	Field Char.	Field Description								
<b>1</b>	<b>1-2</b>	<b>2</b>	<b>N/R</b>	<b>District Number, Current Enrollment</b>  The two digit number for the current school district in which the student is officially enrolled for graduation. See <u>DOE Information Data Base Requirements: Volume I - Automated Student Information System, Appendix C</u> , for acceptable codes.								
<b>2</b>	<b>3-6</b>	<b>4</b>	<b>A/N/R</b>	<b>School Number, Current Enrollment</b>  The state assigned four digit school number in which the student is officially enrolled for graduation during the current school year.  <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Number</u></th> <th style="text-align: left;"><u>Definition</u></th> </tr> </thead> <tbody> <tr> <td>0001-9899</td> <td>District school sites assigned a unique number in the state Master School ID File.</td> </tr> <tr> <td>N998</td> <td>DPS/MIS reporting number for home education setting.</td> </tr> <tr> <td>N999</td> <td>DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools.</td> </tr> </tbody> </table>	<u>Number</u>	<u>Definition</u>	0001-9899	District school sites assigned a unique number in the state Master School ID File.	N998	DPS/MIS reporting number for home education setting.	N999	DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools.
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<b>3</b>	<b>7-16</b>	<b>10</b>	<b>A/N</b>	<b>Student Number Identifier, Florida</b>  A code used to uniquely identify a student. The number must be maintained for all PK-12 students, adult postsecondary vocational students, adult basic skills students and adult secondary education students.  (Continued on next page)								

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

**1999-2000 EXCEPTIONAL STUDENT**

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				<p><u>If the student has a social security number, the Student Number Identifier, Florida equals the social security number followed by a "X".</u></p> <p>nnnnnnnnX Example: 123456789X</p> <p>If a student <u>does not</u> have a social security number, the school district should assign a number using the common method statewide.</p> <p><u>First 2 Digits</u></p> <p>NN For any student entering a Florida school district for the first time who does not have a social security number, the first two digits will represent the district of initial entry into the Florida School System.</p> <p><u>Last 8 Digits</u></p> <p>NNNNNNNN The last eight digits are district-defined in such a way as to result in a unique student number within the district where the number is originally assigned.</p> <p>See Data Element Number 175625 of the <u>DOE Information Data Base Requirements: Volume I - Automated Student Information System</u> for more information.</p>														
<b>4</b>	<b>17-17</b>	<b>1</b>	<b>A/N</b>	<b>Survey Period Code</b>														
				<p>A code representing one of the state reporting periods.</p> <table data-bbox="678 1465 966 1738"> <thead> <tr> <th><u>Code</u></th> <th><u>Definition</u></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>July</td> </tr> <tr> <td>2</td> <td>October</td> </tr> <tr> <td>3</td> <td>February</td> </tr> <tr> <td>4</td> <td>June</td> </tr> <tr> <td>5</td> <td>End of Year</td> </tr> <tr> <td>9</td> <td>December</td> </tr> </tbody> </table>	<u>Code</u>	<u>Definition</u>	1	July	2	October	3	February	4	June	5	End of Year	9	December
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EDUCATION INFORMATION AND ACCOUNTABILITY SERVICES/  
EDUCATIONAL DATA SYSTEMS**

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<b>5</b>	<b>18-21</b>	<b>4</b>	<b>N</b>	<b>Year</b> (See note on cover page) The Year data element may refer to fiscal year or school year, as appropriate. YYYY Example: 8788																																										
<b>6</b>	<b>22-27</b>	<b>6</b>	<b>A/N</b>	<b>Filler</b>																																										
<b>7</b>	<b>28-28</b>	<b>1</b>	<b>A</b>	<b>Exceptionality, Primary</b> A code to identify the primary exceptionality for any child, youth or adult postsecondary student enrolled in or eligible for enrollment in the public schools of a district who requires special instruction or related services to take full advantage of or respond to educational programs and opportunities because of a physical, mental, emotional, social or learning exceptionality. <u>Primary</u> indicates that exceptionality which most affects the student's ability to learn. The codes to be used follow:  <table style="margin-left: 40px;"> <thead> <tr> <th><u>Code</u></th> <th><u>Exceptionality</u></th> </tr> </thead> <tbody> <tr><td>A</td><td>Educable Mentally Handicapped</td></tr> <tr><td>B</td><td>Trainable Mentally Handicapped</td></tr> <tr><td>C</td><td>Orthopedically Impaired</td></tr> <tr><td>F</td><td>Speech Impaired</td></tr> <tr><td>G</td><td>Language Impaired</td></tr> <tr><td>H</td><td>Deaf or Hard of Hearing</td></tr> <tr><td>I</td><td>Visually Impaired</td></tr> <tr><td>J</td><td>Emotionally Handicapped</td></tr> <tr><td>K</td><td>Specific Learning Disabled</td></tr> <tr><td>L</td><td>Gifted</td></tr> <tr><td>M</td><td>Hospital/Homebound</td></tr> <tr><td>N</td><td>Profoundly Mentally Handicapped</td></tr> <tr><td>O</td><td>Dual-Sensory Impaired</td></tr> <tr><td>P</td><td>Autistic</td></tr> <tr><td>Q</td><td>Severely Emotionally Disturbed</td></tr> <tr><td>S</td><td>Traumatic Brain Injured</td></tr> <tr><td>T</td><td>Developmentally Delayed</td></tr> <tr><td>U</td><td>Established Conditions</td></tr> <tr><td>V</td><td>Other Health Impaired</td></tr> <tr><td>Z</td><td>Not Applicable</td></tr> </tbody> </table>	<u>Code</u>	<u>Exceptionality</u>	A	Educable Mentally Handicapped	B	Trainable Mentally Handicapped	C	Orthopedically Impaired	F	Speech Impaired	G	Language Impaired	H	Deaf or Hard of Hearing	I	Visually Impaired	J	Emotionally Handicapped	K	Specific Learning Disabled	L	Gifted	M	Hospital/Homebound	N	Profoundly Mentally Handicapped	O	Dual-Sensory Impaired	P	Autistic	Q	Severely Emotionally Disturbed	S	Traumatic Brain Injured	T	Developmentally Delayed	U	Established Conditions	V	Other Health Impaired	Z	Not Applicable
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EDUCATION INFORMATION AND ACCOUNTABILITY SERVICES/  
EDUCATIONAL DATA SYSTEMS**

**1999-2000 EXCEPTIONAL STUDENT**

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<b>8</b>	<b>29-31</b>	<b>3</b>	<b>A/N</b>	<b>Filler</b>
<b>9-32</b>	<b>32-55</b>	<b>24</b>	<b>A/N</b>	<b>Filler</b>
<b>33</b>	<b>56-56</b>	<b>1</b>	<b>A</b>	<b>Transaction Code</b> A code indicating the appropriate action to be taken with respect to the district's data base reporting records.  <u>Code</u> <u>Definition</u> A        Add Record C        Update Record D        Delete Record
<b>34</b>	<b>57-60</b>	<b>4</b>	<b>A/N</b>	<b>Filler</b>
<b>35-47</b>	<b>61-73</b>	<b>13</b>	<b>A/N</b>	<b>Filler</b>
<b>48</b>	<b>74-81</b>	<b>8</b>	<b>A/N</b>	<b>Exceptional Student, Dismissal Date</b> The code indicating the date of dismissal from each special program by the ESE administrator or designee. Dismissal date occurs:  1) After dismissal staffing or after the Individual Education Plan/Family Support Plan/Education Plan Meeting;  2) After parent is provided informed notice of dismissal; and  3) As a result of a staffing that is documented by a staffing report that includes a recommendation for dismissal by the staffing committee and approval of this recommendation by the ESE administrator or designee.  MMDDYYYY    Date dismissed from ESE program. Example: 05211985

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

**1999-2000 EXCEPTIONAL STUDENT**

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<b>49</b>	<b>82-89</b>	<b>8</b>	<b>A/N</b>	<b>Exceptional Student Plan Date</b>
				The date of the most recent Individual Educational Plan, Family Support Plan or Education Plan development or review meeting.  MMDDYYYY Example: 05101983
<b>50</b>	<b>90-143</b>	<b>54</b>	<b>A/N</b>	<b>Exceptional Student, PostSchool Outcome Area</b>
				A code which represents the anticipated supports and services a student with disabilities age 16 years and older would require upon exiting the school system.  <u>See DOE Information Data Base Requirements: Volume I -- Automated Student Information System, Appendix D, for definitions of PostSchool Outcome Areas.</u>
				<u>Code</u> <u>Definition</u>
				<u>Postsecondary Education and Training</u>
	<b>90-91</b>	<b>2</b>	<b>A/N</b>	A1    College or University ZZ    Not Applicable
	<b>92-93</b>	<b>2</b>	<b>A/N</b>	A2    Community College ZZ    Not Applicable
	<b>94-95</b>	<b>2</b>	<b>A/N</b>	A3    Vocational Technical Centers ZZ    Not Applicable
	<b>96-97</b>	<b>2</b>	<b>A/N</b>	A4    Adult and Community Education ZZ    Not Applicable
	<b>98-99</b>	<b>2</b>	<b>A/N</b>	A5    Developmental Training Program ZZ    Not Applicable
				(CONTINUED ON NEXT PAGE)

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

**1999-2000 EXCEPTIONAL STUDENT**

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				<u>Adult Services</u>
<b>100-101</b>	<b>2</b>	<b>A/N</b>	B1	Vocational
			ZZ	Not Applicable
<b>102-103</b>	<b>2</b>	<b>A/N</b>	B2	Medical
			ZZ	Not Applicable
<b>104-105</b>	<b>2</b>	<b>A/N</b>	B3	Psychological
			ZZ	Not Applicable
<b>106-107</b>	<b>2</b>	<b>A/N</b>	B4	Financial
			ZZ	Not Applicable
<b>108-109</b>	<b>2</b>	<b>A/N</b>	B5	Advocacy Services
			ZZ	Not Applicable
<b>110-111</b>	<b>2</b>	<b>A/N</b>	B6	Family Services
			ZZ	Not Applicable
<b>112-113</b>	<b>2</b>	<b>A/N</b>	B7	Case Management
			ZZ	Not Applicable
				<u>Independent Living</u>
<b>114-115</b>	<b>2</b>	<b>A/N</b>	C1	Independent
			ZZ	Not Applicable
<b>116-117</b>	<b>2</b>	<b>A/N</b>	C2	Semi-Independent
			ZZ	Not Applicable
<b>118-119</b>	<b>2</b>	<b>A/N</b>	C3	Dependent
			ZZ	Not Applicable
				<u>Employment</u>
<b>120-121</b>	<b>2</b>	<b>A/N</b>	D1	Competitive
			ZZ	Not Applicable
<b>122-123</b>	<b>2</b>	<b>A/N</b>	D2	Individual Supported Competitive
			ZZ	Not Applicable
<b>124-125</b>	<b>2</b>	<b>A/N</b>	D3	Mobile Work Crew
			ZZ	Not Applicable
<b>126-127</b>	<b>2</b>	<b>A/N</b>	D4	Enclave
			ZZ	Not Applicable
<b>128-129</b>	<b>2</b>	<b>A/N</b>	D5	Sheltered Workshop
			ZZ	Not Applicable
<b>130-131</b>	<b>2</b>	<b>A/N</b>	D6	Military
			ZZ	Not Applicable
(CONTINUED ON NEXT PAGE)				

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	<b>132-133</b>	<b>2</b>	<b>A/N</b>	<u>Community Participation</u> E1 Leisure/Recreation ZZ Not Applicable																								
	<b>134-135</b>	<b>2</b>	<b>A/N</b>	E2 Spiritual/Religious Nurture ZZ Not Applicable																								
	<b>136-137</b>	<b>2</b>	<b>A/N</b>	E3 Transportation ZZ Not Applicable																								
	<b>138-139</b>	<b>2</b>	<b>A/N</b>	E4 Interpersonal Network Development ZZ Not Applicable																								
	<b>140-141</b>	<b>2</b>	<b>A/N</b>	E5 Volunteer Work/Community Service ZZ Not Applicable																								
	<b>142-143</b>	<b>2</b>	<b>A/N</b>	E6 Other ZZ Not Applicable																								
<b>51</b>	<b>144-152</b>	<b>9</b>	<b>A/L</b>	<b>Exceptionality, Other</b> A code to identify each exceptionality beyond the primary exceptionality for any child or youth enrolled in the public schools of a district who requires special instruction or related services to take full advantage of or respond to educational programs and opportunities because of a physical, mental, emotional, social or learning exceptionality. A maximum of nine exceptionalities may be included. The codes to be used follow:  <table style="margin-left: 40px;"> <thead> <tr> <th><u>Code</u></th> <th><u>Definition</u></th> </tr> </thead> <tbody> <tr><td>A</td><td>Educable Mentally Handicapped</td></tr> <tr><td>B</td><td>Trainable Mentally Handicapped</td></tr> <tr><td>C</td><td>Orthopedically Impaired</td></tr> <tr><td>D</td><td>Occupational Therapy</td></tr> <tr><td>E</td><td>Physical Therapy</td></tr> <tr><td>F</td><td>Speech Impaired</td></tr> <tr><td>G</td><td>Language Impaired</td></tr> <tr><td>H</td><td>Deaf or Hard of Hearing</td></tr> <tr><td>I</td><td>Visually Impaired</td></tr> <tr><td>J</td><td>Emotionally Handicapped</td></tr> <tr><td>K</td><td>Specific Learning Disabled</td></tr> </tbody> </table>	<u>Code</u>	<u>Definition</u>	A	Educable Mentally Handicapped	B	Trainable Mentally Handicapped	C	Orthopedically Impaired	D	Occupational Therapy	E	Physical Therapy	F	Speech Impaired	G	Language Impaired	H	Deaf or Hard of Hearing	I	Visually Impaired	J	Emotionally Handicapped	K	Specific Learning Disabled
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EDUCATIONAL DATA SYSTEMS**

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				<p style="text-align: center;"><u>Code</u>    <u>Definition</u></p> <p>L      Gifted</p> <p>M      Hospital/Homebound</p> <p>N      Profoundly Mentally Handicapped</p> <p>O      Dual-Sensory Impaired</p> <p>P      Autistic</p> <p>Q      Severely Emotionally Disturbed</p> <p>S      Traumatic Brain Injured</p> <p>T      Developmentally Delayed</p> <p>U      Established Conditions</p> <p>V      Other Health Impaired</p> <p>Z      Not Applicable</p>
<b>52</b>	<b>153-156</b>	<b>4</b>	<b>N</b>	<b>Time, Total School Week</b>
				<p>The total amount of time a student is scheduled to attend school each week. This should be reported in minutes per week and be consistent with the information provided in the student's matrix of services. <u>All scheduled time, i.e., class time, recess, lunch and time between classes must be included in the total.</u></p> <p>Examples:</p> <ol style="list-style-type: none"> <li>1. Student A's school day begins at 7:30 A.M. and ends at 2:30 P.M. and the student attends five days per week. The total amount of time in school is calculated based on seven hours per day, five days per week. This equates to 2100 minutes per week.</li> <li>2. Student B's school day begins at 7:30 A.M. and ends at 12:30 P.M. The student then leaves the school campus to go to an on-the-job training site (OJT) on Monday, Wednesday and Thursday. The student works until 5:00 P.M. on those days. For the three days the student goes to OJT, the minutes would equate to 570 minutes per day x 3 days = 1,710 minutes. For the two</li> </ol> <p style="text-align: center;">(CONTINUED ON NEXT PAGE).</p>

**FLORIDA DEPARTMENT OF EDUCATION  
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				<p>days the student does not work, the minutes would equate to 300 minutes per day x 2 days = 600 minutes. Then, the total time in the school week for the student is 1,710 minutes + 600 minutes = 2,310 minutes.</p> <p>NOTE: This data should be reported only for Surveys 2 and 9. Districts should zero-fill this element for all other survey periods.</p>
<b>53</b>	<b>157-160</b>	<b>4</b>	<b>N</b>	<p><b>Time With Non-Disabled Peers</b></p>
				<p>The total amount of time that a student with a disability is with non-disabled peers. This includes time with school and work place peers. This should be reported in minutes per week and be consistent with the information provided on the student's matrix of services. Include class time, lunch, recess, and time between classes if this time is spent with non-disabled peers.</p> <p>NOTE: This data should be reported only for Surveys 2 and 9. Districts should zero-fill this element for all other survey periods.</p>