1. Survey Period Code must be 5 and must be correct for the submission specified by the district. -record rejected-

EXAMPLE

The Survey Period Code as specified in the transmission JCL or in statements for tape transmission is identified as Survey Period "5". However, if records on the transmission have a Survey Period Code "3", all records updated, added, or deleted with this inconsistency would be rejected.

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the Survey Period Code must be corrected either on the records coming in or the transmission JCL and all records must be resubmitted in a batch transaction or added on-line.

2. District Number, Current Enrollment must be numeric and in the range 01-70 or 72-76 and must be correct for the district submitting the data. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record (indicated by an asterisk) would be rejected since the District Number, Current Enrollment is not in the appropriate range.

District Number,	School Number,	Student Number
Current Enrollment	Current Enrollment	Identifier, Florida
01	0021	012345677X
01	0021	012345678X
* 00	0021	012345679X

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the District Number, Current Enrollment and resubmit the record.

3. School Number, Current Enrollment must be numeric in the range 0001 to 9899. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause the records to be rejected. The two records indicated with asterisks would be rejected. The first of these would be rejected because the School Number, Current Enrollment is not in the appropriate numerical range. The second of these two records would be rejected because the School Number, Current Enrollment is not numeric.

District Number,	School Number,	Student Number
Current Enrollment	Current Enrollment	Identifier, Florida
01	0021	012345676X
01	0021	012345677X
* 01	9999	012345678X
* 01	C901	012345679X

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the School Number, Current Enrollment and resubmit the records.

4. The first nine positions of Student Number Identifier, Florida must be numeric. The tenth position of Student Number Identifier, Florida must either be an "X" or numeric. If the tenth position of Student Number Identifier, Florida is numeric, the first two digits must be a valid district number in the range 01-70 or 72-76. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the tenth digit of the Student Number Identifier, Florida must be numeric or an "X". The fourth and sixth records would be rejected because the Student Number Identifier, Florida contains blanks. The fifth record would be rejected because the first two digits are not valid with a numeric character in the tenth position.

District Number,	School Number,	Student Number
Current Enrollment	Current Enrollment	Identifier, Florida
01	0151	1234567891
01	0151	123456789X
* 01	0151	123456789C
* 01	0151	123456789
* 01	0151	0023456791
* 01	0151	0123 56791

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Student Number Identifier, Florida and resubmit the records.

5. The District Number, Where Credit Earned must be numeric in the range of 01-70 or 72-76 for Florida public school districts, 99 for credit earned in Florida non-public schools, alpha codes AL-WY for credit earned out-of-state, or AF-ZA for credit earned out-of-country. (See Appendices G, H and Q of the DOE Information Data Base Requirements: Volume I--Automated Student Information System Manual for valid Foreign Country, State codes and United States Commonwealth and Territories.) -record rejected-



EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected since the District Number, Where Credit Earned is not in the range 01-70 or 72-76.

District Number,	School Number,		
Where	Where		
Credit Earned	Credit Earned	School Year	Term
01	0151	9900	2
* 71	7542	9900	1
99	N999	9900	4

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the District Number, Where Credit Earned entries and resubmit the records.

6. The School Number, Where Credit Earned must be alphanumeric in the range of 0001-9899 for Florida public school district sites, N999 for credit earned in Florida PK-12 non-public schools or 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-U978 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 data base 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	School Number, Where		
Credit Earned	Credit Earned	School Year	Term
* 01	151	9900	2
71	7542	9900	1
* 99	M999	9900	4
ID	N999	9900	2

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the School Number, Where Credit Earned and resubmit the records.

7. School Year must be a valid school year, numeric, and less than or equal to the current school year. -record rejected-

EXAMPLE

The first and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second and third records would be rejected since the school year is invalid. The fifth record would be rejected since the school year is greater than the current year.

District Number,	School Number,	
Where	Where	
Credit Earned	Credit Earned	School Year
01	0021	9900
* 01	0021	9496
* 01	0021	9390
01	0021	9697
* 01	0021	0001

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the School Year and resubmit the records.

8. Grade Level must be PK, KG, 01-12, 23, 30, or 31. -record rejected-

EXAMPLE

The second and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first record would be rejected because the Grade Level does not contain two characters as required. The fourth record would be rejected since the Grade Level is not a valid grade.

School Year	Grade Level	Term
* 9899	8	1
9899	10	2
9900	11	1
* 9900	40	2

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Grade Level and resubmit the records.

9. Term must be 1-9, B-O, or R-X. -record rejected-

EXAMPLE

The second and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first record would be rejected because Term was left blank. The fourth record would be rejected since the Term code is not valid.

School Year	Grade Level	Term
* 9899	08	
9899	10	2
9900	11	1
* 9900	12	Α

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Term codes and resubmit the records.

10. Course Number must be alphanumeric and contain no blanks. -record rejected-

EXAMPLE

The second, third, fourth, fifth, and sixth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and seventh records would be rejected since the Course Number contains blanks.

Student Number			Course
Identifier,	School	Course	Sequence
Florida	Year	Number	Number
* 123456789X	9900	1 5300	1234A
129876543X	9900	0900310	1234A
123456789X	9900	A010203	12345
123456789X	9900	1200330	3456C
123456789X	9900	V200302	1234A
123456789X	9900	2109310	ABCDE
* 123456789X	9900	1005	21234

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 record to be loaded to the data base, the district should correct the Course Number and resubmit the record.

11. The Course Sequence Number must be alphanumeric and contain no blanks. -record rejected-

EXAMPLE

The second, third, fourth, fifth, and sixth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and seventh records would be rejected since the Course Sequence Number contains blanks.

Student Number Identifier, Florida	School Year	Course Number	Course Sequence Number
* 123456789X	9900	1005300	1 34
129876543X	9900	0900310	1234A
123456789X	9900	0400330	12345
123456789X	9900	1200330	3456C
123456789X	9900	1302340	1234A
123456789X	9900	2109310	ABCDE
* 123456789X	9900	1005300	2 4

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Course Sequence Number and resubmit the records.

13. Course, State Subject Area Requirements must be a valid code as defined in this data element in the <u>DOE Information Data Base Requirements: Volume I--Automated Student Information System</u> Manual. -record rejected-

EXAMPLE

In the example below, records number two, five, six, and seven would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Records one, three and four would be rejected since the Course, State Subject Area Requirements codes are invalid.

Course Number	Course Sequence Number	Course, State Subject Area Requirements
* 1005300	1234A	Е
0900310	2345B	EL
* 0400330	1235B	FP
* 1200330	3456C	MS
1302340	45678	PF
2109310	ABCDE	WH
1005320	123AB	EN

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Course, State Subject Area Requirements and resubmit the records.

14. Course Flag must be 0-9, A-O, Q-Z, \$, or blank. -record rejected-

EXAMPLE

In the example below, records one and three would be loaded to the data base assuming no other reject rules would cause the records to be rejected. Record two would be rejected since the Course Flag contains invalid characters.

Course Number	Course Flag
1005300	RH
* 0900310	9
1302340	

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Course Flag entry and resubmit the record.

15. For each Student Course Transcript Information record, no Course Flag, except blanks, may be repeated. -record rejected-

EXAMPLE

In the example below, records two and three would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Record 1 would be rejected since the Course Flag contains two H codes.

Course Number	Course Flag
* 1005300	RHH
0900310	9
1302340	

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Course Flag and resubmit the record.

16. Credit Attempted, Course must be numeric. -record rejected-

NOTE: Two decimal places assumed.

EXAMPLE

In the example below, records two, five, six, and seven would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Records one, three, and four would be rejected since the Credit Attempted, Course is not numeric.

Course Number	Credit Attempted, Course	Credit Earned, Course
* 1005300	edk	100
0900310	050	050
* 0400330	05a	100
* 1200350	000	050
1302340	100	100
2109310	100	050
1005320	050	050

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Credit Attempted, Course and resubmit the records.

17. Credit Earned, Course must be numeric. -record rejected-

NOTE: Two decimal places assumed.

EXAMPLE

In the example below, records two, five, six, and seven would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Records one, three, and four would be rejected since the Credit Earned, Course is not numeric.

rned, e

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Credit Earned, Course and resubmit the records.

18. The Course Grade code must be A+, A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, I, N, U, P, S, E, WP, FL, NG, or WF and must be right justified with leading blanks. -record rejected-

EXAMPLE

In the example below, records two and five would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Records one and four would be rejected since they contain invalid codes. Record three would be rejected since the Course Grade is not right justified with leading blanks.

	Credit Earned,	
Course Number	Course	Course Grade
* 1005300	100	OOA
0900310	050	B+
* 0400330	100	C+
* 1200350	050	WC
1200350	050	Р

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Course Grade and resubmit the records.

19. The Transaction Code must be A, C or D. For the original transmission, only A is valid. For subsequent batch/update submissions, if A is specified then the record must not already exist on the data base; if C or D is specified then the record must exist on the data base. -record rejected-

EXAMPLE

For all original transmissions, the Transaction Code must be "A". An original transaction is the first submission of a record during a survey period. After original transmission of records, changes to the record for elements other than the key elements must be done with a "C" as the Transaction Code. To delete a record, the Transaction Code must be a "D". To change key elements in a batch transaction, the record must FIRST be deleted with a "D" and then added with an "A". Records with an incorrect Transaction Code would be rejected.

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the Transaction Code and resubmit the records.

20. Each Student Course Transcript Information record must be unique based on Survey Period Code; District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; School Year; Grade Level; Term; Course Number; and Course Sequence Number. -first record accepted, all other duplicate records rejected-

EXAMPLE

The first, third, fourth, sixth, and seventh records listed below would be loaded to the data base assuming no other reject rule would cause the records to be rejected. The second and fifth records would be rejected since they are duplicates of the first and fourth records, respectively.

	District	School	Student					
Survey	Number,	Number,	Number					Course
Period	Current	Current	Identifier,	School	Grade		Course	Sequence
Code	Enrollment	Enrollment	Florida	Year	Level	Term	Number	Number
5	01	0021	012345678X	9900	12	2	1200310	1234A
* 5	01	0021	012345678X	9900	12	2	1200310	1234A
5	01	0021	012345676X	9900	12	3	1200310	1234B
5	01	0021	012345679X	9900	12	3	1001370	1234D
* 5	01	0021	012345679X	9900	12	3	1001370	1234D
5	01	0021	021234567X	9900	12	1	2001370	1234D
5	01	0021	021234567X	9900	12	2	2001370	1234D

DISTRICT RESPONSIBILITY

If the records loaded to the data base are correct, no action is necessary. However, if the district wishes the rejected records to be loaded to the data base, the district must delete any invalid records, correct any rejected records if necessary, and resubmit the corrected records.

21. School Number, Current Enrollment must exist on the Master School Identification File as a valid school number for the District Number, Current Enrollment. -record rejected-

EXAMPLE

The fourth and fifth records listed below would be loaded to the data base assuming no other reject rule would cause the records to be rejected. Records one, two, and three would be rejected because the School Number, Current Enrollment does not exist on the Master School Identification File as a valid school number for the District Number, Current Enrollment.

District Number, Current Enrollment	School Number, Current Enrollment		
* 09	8131		
* 13	0021		
* 15	C999		
57	0051		
63	0031		

DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes the data in the rejected records to be loaded to the data base, the district must correct the School Number, Current Enrollment and resubmit the records.

STUDENT COURSE TRANSCRIPT INFORMATION - STATE VALIDATION RULES

50. Each Student Course Transcript must have a matching Student Demographic Record based on District Number, Current Enrollment; Student Number Identifier, Florida; and Survey Period Code. -state validation 3-

ALLOWABLE for Batch/Update

EXAMPLE

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

Student Course Transcript Information records

District Number,	Student Number	Survey
Current Enrollment	Identifier, Florida	Period Code
* 01	012345678X	5
01	019876545X	5
01	429876546X	5

Student Demographic Information records

District Number,	Student Number	Survey
Current Enrollment	Identifier, Florida	Period Code
01	019876545X	5
01	429876546X	5

DISTRICT RESPONSIBILITY

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

80. Grade Level must be in the range 07-12, or 30. -exception report-

EXAMPLE

The second, third and fourth records listed below would pass this edit. The first record would cause an error message to be generated because the student is reported as being in grade level 06.

School Year	Grade Level	Term	Credit Earned, Course
* 9899	06	1	050
9798	10	2	050
9899	11	1	050
9900	08	2	050

DISTRICT RESPONSIBILITY

The district should verify the Grade Level submitted and correct the record if in error.

81. If Grade Level is less than 9 and Credit Earned, Course is greater than zero, then Course Flag must be 9. -exception report-

EXAMPLE

The second, third and fourth records listed below would pass this edit. The first record would cause an error message to be generated because the student is reported as being in grade level 07, but does not have a Course Flag code of 9.

School Year	Course Number	Grade Level	Course Flag	Credit Earned, Course
* 9900	1200310	07		050
9900	1001350	10	R	050
9900	1001370	11		050
9900	1200310	08	9	050

DISTRICT RESPONSIBILITY

The district should verify the Course Flag code submitted and correct the record if in error.

82. For each Course Flag of I, there must be a Course Flag of X on another course record for the same Student Number Identifier, Florida with the same Course, State Subject Area Requirements. -exception report-

EXAMPLE

The second and third records listed below would pass this edit. The first and fourth records would cause an error message to be generated because for the same Student Number Identifier, Florida and the same Course, State Subject Area requirements do not have matching Course Flags of I and X.

Student Number Identifier, Florida	School Year	Term	Course Number	Grade Level	Course, State Subject Area Requirements	Course Flag	Credit Earned, Course
* 123456789X	9697	3	1200300	09	MA		000
301385526X	9798	3	1001340	10	EN	Χ	000
301385526X	9899	3	1001340	11	EN	l	100
* 123456789X	9798	3	1200300	10	MA	I	100

DISTRICT RESPONSIBILITY

The district should verify the Course Flags submitted along with other elements listed in the edit statement and correct the records if in error.

83. If Course Flag is N then Credit Earned, Course must be zero. -exception report-

EXAMPLE

The second and third records listed below would pass this edit. The first record would cause an error message to be generated because there is a Course Flag of N, but Credit Earned, Course does not equal zero.

School Year	Course Number	Course Grade	Course Flag	Credit Earned, Course
9899	1200310	Α	N	100
9900	1001340	B-		100
9899	1200320	В		100
	Year 9899 9900	Year Number 9899 1200310 9900 1001340	Year Number Grade 9899 1200310 A 9900 1001340 B-	Year Number Grade Flag 9899 1200310 A N 9900 1001340 B-

DISTRICT RESPONSIBILITY

The district should verify the Course Flag and the Credit Earned, Course and correct the record if in error.

84. If the Course Number is not one of those listed below, the Credit Attempted, Course must be less than or equal to 100. -exception report-

NOTE: Two decimal places assumed.

Vocational Courses Offering Multiple Credit:

8100410	8100100	8200420	M899990	B079998	8200410	8200100
8300420	8300410	8301650	8400410	8400100	8500410	8500100
8700400	8700100	8800100	8800410	8900410	8900100	9001820
9001810	8300430	—				

Exceptional Education Courses Offering Multiple Credit:

7910100	7960010	7963040	7966010	7980080
7910110	7961010	7963050	7966020	7980090
7910390	7961020	7963060	7966030	7980100
7910400	7961030	7963070	7966040	7980110
7912050	7961040	7963080	7967010	7980120
7912340	7961050	7963090	7980010	7980130
7915010	7962010	7963110	7980020	7980150
7919010	7962020	7963120	7980030	7980190
7920010	7962030	7963130	7980040	
7920050	7962040	7965010	7980050	
7921010	7963010	7965030	7980060	
7921330	7963030	7965040	7980070	

EXAMPLE

The second, fourth, and fifth records listed below would pass this edit. The first and third records would not pass this edit because Credit Attempted, Course is greater than 100 and the Course Number is not one of the exceptions.

Course Number	Credit Attempted, Course	Credit Earned, Course	
* 7921060	250	100	
0900310	050	050	
* 7920060	150	050	
1302340	100	100	
8100410	200	200	

DISTRICT RESPONSIBILITY

The district should verify the Credit Attempted, Course submitted and correct the records if in error.

85. If the Course Number is not one of those listed below, the Credit Earned, Course must be less than or equal to 100. -exception report-

NOTE: Two decimal places assumed.

Vocational Courses Offering Multiple Credit:

8100410	8100100	8200420	M899990	B079998	8200410	8200100
8300420	8300410	8301650	8400410	8400100	8500410	8500100
8700400	8700100	8800100	8800410	8900410	8900100	9001820
9001810	8300430	—				

Exceptional Education Courses Offering Multiple Credit:

7910100	7960010	⁻ 7963040	7966010	7980080	
7910110	7961010	7963050	7966020	7980090	
7910390	7961020	7963060	7966030	7980100	
7910400	7961030	7963070	7966040	7980110	
7912050	7961040	7963080	7967010	7980120	
7912340	7961050	7963090	7980010	7980130	
7915010	7962010	7963110	7980020	7980150	
7919010	7962020	7963120	7980030	7980190	
7920010	7962030	7963130	7980040		
7920050	7962040	7965010	7980050		
7921010	7963010	7965030	7980060		
7921330	7963030	7965040	7980070		

EXAMPLE

The second, fourth, and fifth records listed below would pass this edit. The first and third records would not pass this edit because Credit Earned, Course is greater than 100 and the Course Number is not one of the exceptions.

O N	Credit Attempted,	Credit Earned,
Course Number	Course	Course
* 7921060	100	200
0900310	050	050
* 7920060	100	150
1302340	100	100
8100410	200	200

DISTRICT RESPONSIBILITY

The district should verify the Credit Earned, Course submitted and correct the records if in error.