

**Florida Department of Education  
Education Information and Accountability Services/  
Workforce Development Information System (WDIS)**

Revised Date: October 2001  
Effective Date: July 2002

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

**2002-2003 WDIS Student End of Term Status**

This format is reported three times per year using the Survey Period Codes F (Fall), W (Winter), and S (Summer). Submit a matching WDIS Student End of Term Status record for each combination of Student Number Identifier Florida; District Number, Current Instruction/Service; Survey Period Code; and WDIS Reporting Year submitted on the WDIS Student Demographic Information reporting format during Surveys F, W, and S. 

This reporting format and its data elements apply only to postsecondary vocational and adult general education students and courses/programs as specified by CS/SB1688 as passed by the 1997 Legislature.

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| <b>2002-2003 WDIS Student End of Term Status</b> |  |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
|--|--|-------------|--------------------|---|-------------|-------------------|----------------------|--|-------------|--|-------------|--|------|--|-------------|--|
| <b>Item No.</b>                                  | <b>From-To</b>   | <b>Size</b> | <b>Field Char.</b> | <b>Field Description</b>  |             |                   |                      |  |             |  |             |  |      |  |             |  |
| <b>1</b>   | <b>1-2</b>   | <b>2</b>    | <b>N/R</b>         | <p><b>District Number , Current Instruction/Service</b></p> <p>The two-digit number for the current school district or other agency which is providing instruction or services. See Appendix C: District Name Table.</p> <table border="0"> <tr> <td align="center"><u>CODE</u></td> <td align="center"><u>DEFINITION</u></td> </tr> <tr> <td align="center">01 - 70 &amp;<br/>72 - 76</td> <td align="center">State assigned number for school district or other agency</td> </tr> </table>  | <u>CODE</u> | <u>DEFINITION</u> | 01 - 70 &<br>72 - 76 | State assigned number for school district or other agency                          |             |  |             |  |      |  |             |  |
| <u>CODE</u>                                      | <u>DEFINITION</u>  |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| 01 - 70 &<br>72 - 76                             | State assigned number for school district or other agency                                |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| <b>2</b>   | <b>3-6</b>   | <b>4</b>    | <b>A/N/R</b>       | <p><b>School Number, Current Instruction Service</b></p> <p>The state assigned four-digit number of the school which provides instruction or services during the current school year.</p> <table border="0"> <tr> <td align="center"><u>CODE</u></td> <td align="center"><u>DEFINITION</u></td> </tr> <tr> <td align="center">0001 - 9899</td> <td align="center">District school sites assigned a unique number in the state Master School ID File.</td> </tr> <tr> <td align="center">C901 - C928</td> <td align="center">DPS/MIS reporting number for public community colleges in Florida.</td> </tr> <tr> <td align="center">U970 - U978</td> <td align="center">DPS/MIS reporting number for public state universities in Florida.</td> </tr> <tr> <td align="center">N999</td> <td align="center">DPS/MIS reporting number for out-of-state schools or PK-12 nonpublic in-state schools.</td> </tr> <tr> <td align="center">P001 - P999</td> <td align="center">DPS/MIS reporting number for eligible postsecondary nonpublic colleges and universities.</td> </tr> </table> <p>See Appendix F: Florida Public Community College and State University Reporting Numbers.<br/>Also see Appendix K: Private Postsecondary Institution Reporting Numbers.</p> | <u>CODE</u> | <u>DEFINITION</u> | 0001 - 9899          | District school sites assigned a unique number in the state Master School ID File. | C901 - C928 | DPS/MIS reporting number for public community colleges in Florida. | U970 - U978 | DPS/MIS reporting number for public state universities in Florida. | N999 | DPS/MIS reporting number for out-of-state schools or PK-12 nonpublic in-state schools. | P001 - P999 | DPS/MIS reporting number for eligible postsecondary nonpublic colleges and universities. |
| <u>CODE</u>                                      | <u>DEFINITION</u>  |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| 0001 - 9899                                      | District school sites assigned a unique number in the state Master School ID File.       |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| C901 - C928                                      | DPS/MIS reporting number for public community colleges in Florida.                       |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| U970 - U978                                      | DPS/MIS reporting number for public state universities in Florida.                       |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| N999   | DPS/MIS reporting number for out-of-state schools or PK-12 nonpublic in-state schools.   |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |
| P001 - P999                                      | DPS/MIS reporting number for eligible postsecondary nonpublic colleges and universities. |             |                    |   |             |                   |                      |  |             |  |             |  |      |  |             |  |

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| <b>2002-2003 WDIS Student End of Term Status</b> |                |             |                    |   |
|--|----------------|-------------|--------------------|---|
| <b>Item No.</b>                                  | <b>From-To</b> | <b>Size</b> | <b>Field Char.</b> | <b>Field Description</b>  |
| 3  | 7-16           | 10          | A/N                | <p><b>Student Number Identifier, Florida</b></p> <p>A ten-character code used to uniquely identify a student. The number must be maintained for all PK-12 students, adult general education students and postsecondary vocational students.</p> <p><u>If the student provides a social security number, the Student Number Identifier, Florida equals the social security number followed by an "X."</u></p> <p align="center">nnnnnnnnX      Example: 123456789X</p> <p>If a student <u>does not</u> provide a social security number, the school district should assign a number using the common method statewide.</p> <p align="center"><u>First Two Digits</u></p> <p align="center">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 align="center"><u>Last Eight Digits</u></p> <p align="center">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>If a student does not provide a social security number at the time of entry, but later provides a social security number, the district must update the Student Number Identifier, Florida with the verified social security number.</p> <p>See Student Number Identifier - Alias, Florida data element for more information concerning changes to the Student Number Identifier, Florida.</p> <p>NOTE: Section 229.559, F.S. requires school districts to request a social security number for each student in grades PK - Adult who enroll or who are enrolled in school. However, a student is not required to provide his or her social security number as a condition for enrollment or graduation.</p> <p>NOTE: Districts may maintain a separate local student number identifier.</p> |

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|--|--|-------------|--------------------|---|-------------|-----------------------|---|------|---|---------|---|----------|---|------|---|-------------|---|----------|---|---|---|---|---|--|
| <b>Item No.</b>                                  | <b>From-To</b>   | <b>Size</b> | <b>Field Char.</b> | <b>Field Description</b>  |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 4  | 17-17  | 1           | A/N                | <p><b>Survey Period Code</b></p> <p>A code representing one of the state reporting periods.</p> <table border="0"> <thead> <tr> <th align="center"><u>CODE</u></th> <th align="center"><u>TIME OF REPORT</u></th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td>July</td> </tr> <tr> <td align="center">2</td> <td>October</td> </tr> <tr> <td align="center">3</td> <td>February</td> </tr> <tr> <td align="center">4</td> <td>June</td> </tr> <tr> <td align="center">5</td> <td>End of Year</td> </tr> <tr> <td align="center">9</td> <td>December</td> </tr> <tr> <td align="center">F</td> <td>Fall (for reporting all Summer instruction in WDIS) ←</td> </tr> <tr> <td align="center">W</td> <td>Winter (for reporting all Fall instruction in WDIS) ←</td> </tr> <tr> <td align="center">S</td> <td>Summer (for reporting all Winter or Winter/Spring instruction in WDIS) ←</td> </tr> </tbody> </table> | <u>CODE</u> | <u>TIME OF REPORT</u> | 1 | July | 2 | October | 3 | February | 4 | June | 5 | End of Year | 9 | December | F | Fall (for reporting all Summer instruction in WDIS) ← | W | Winter (for reporting all Fall instruction in WDIS) ← | S | Summer (for reporting all Winter or Winter/Spring instruction in WDIS) ← |
| <u>CODE</u>                                      | <u>TIME OF REPORT</u>  |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 1  | July   |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 2  | October  |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 3  | February   |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 4  | June   |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 5  | End of Year  |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 9  | December   |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| F  | Fall (for reporting all Summer instruction in WDIS) ←                    |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| W  | Winter (for reporting all Fall instruction in WDIS) ←                    |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| S  | Summer (for reporting all Winter or Winter/Spring instruction in WDIS) ← |             |                    |   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |
| 5  | 18-21  | 4           | N                  | <p><b>WDIS Reporting Year</b> ←</p> <p>→ The Workforce Development Information Services (WDIS) reporting year commencing with the beginning of the WDIS summer classes and terminating with the ending of WDIS winter or winter/spring classes <u>as defined by the district's calendar</u>.</p> <p><u>CODE</u> <u>Example</u></p> <p>YYYY 0001</p> <p>Note: "WDIS Reporting Year" is neither "Fiscal Year" nor "School Year" as currently defined in the student database.</p>   |             |                       |   |      |   |         |   |          |   |      |   |             |   |          |   |   |   |   |   |  |

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| <b>2002-2003 WDIS Student End of Term Status</b> |  |             |                                      |  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
|--|--|-------------|--------------------------------------|--|-------------|-------------------|-------------|-------------------|-----|------------------------------|-----|------------------------------|-----|------------------------------|-----|------------------------------------|-----|--|-----|--------------------------------------|-----|-------------------------------------|-----|----------------|
| <b>Item No.</b>                                  | <b>From-To</b>                                   | <b>Size</b> | <b>Field Char.</b>                   | <b>Field Description</b>   |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
| 6  | 22-22  | 1           | A/N                                  | <b>Filler</b>  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
| 7  | 23-25  | 3           | A/N                                  | <b>Diploma Type</b>  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
|  |  |             |                                      | <p>The type of diploma awarded to the student upon high school graduation.</p> <table border="0"> <thead> <tr> <th><u>CODE</u></th> <th><u>DEFINITION</u></th> <th><u>CODE</u></th> <th><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td>W06</td> <td>Standard High School Diploma</td> <td>W27</td> <td>Special Diploma (option two)</td> </tr> <tr> <td>W07</td> <td>Special Diploma (option one)</td> <td>W43</td> <td>Adult Standard High School Diploma</td> </tr> <tr> <td>W10</td> <td>Standard High School Diploma (GED and FCAT/HSCT)</td> <td>W45</td> <td>Adult State of Florida Diploma (GED)</td> </tr> <tr> <td>WGD</td> <td>State of Florida Diploma (GED only)</td> <td>ZZZ</td> <td>Not applicable</td> </tr> </tbody> </table> <p>Terms:<br/><b>Standard Diploma:</b></p> <p>Diploma awarded to students who have passed both sections of the High School Competency Test (HSCT) or the FCAT, successfully completed the minimum number of academic credits as identified in Section 232.246, F.S., and successfully completed any other requirements prescribed by the state or the local school board.</p> <p>Standard Diploma using the GED Exit Option Model:<br/>Standard diploma awarded to students who have passed the GED Tests and both sections of the HSCT or the FCAT. These Standard diplomas are to be recorded as W10 for high school students.</p> <p><b>Differentiated Diploma:</b></p> <p>Diploma awarded in lieu of the standard diploma to those students exceeding the prescribed minimums. Differentiated diplomas are to be recorded as <i>standard diplomas</i> (W06).</p> <p><b>(CONTINUED ON NEXT PAGE)</b></p> | <u>CODE</u> | <u>DEFINITION</u> | <u>CODE</u> | <u>DEFINITION</u> | W06 | Standard High School Diploma | W27 | Special Diploma (option two) | W07 | Special Diploma (option one) | W43 | Adult Standard High School Diploma | W10 | Standard High School Diploma (GED and FCAT/HSCT) | W45 | Adult State of Florida Diploma (GED) | WGD | State of Florida Diploma (GED only) | ZZZ | Not applicable |
| <u>CODE</u>                                      | <u>DEFINITION</u>                                | <u>CODE</u> | <u>DEFINITION</u>                    |  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
| W06  | Standard High School Diploma                     | W27         | Special Diploma (option two)         |  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
| W07  | Special Diploma (option one)                     | W43         | Adult Standard High School Diploma   |  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
| W10  | Standard High School Diploma (GED and FCAT/HSCT) | W45         | Adult State of Florida Diploma (GED) |  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |
| WGD  | State of Florida Diploma (GED only)              | ZZZ         | Not applicable                       |  |             |                   |             |                   |     |                              |     |                              |     |                              |     |                                    |     |  |     |                                      |     |                                     |     |                |

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|---|---------|------|-------------|--|
| Item No.                                  | From-To | Size | Field Char. | Field Description  |
|   |         |      |             | <p><b>Special Diploma:</b></p> <p>Diploma awarded to students who have been properly identified as educable mentally handicapped, trainable mentally handicapped, hearing impaired, specific learning disabled, emotionally handicapped, physically impaired, or language impaired.</p> <p>Effective with the 1994-95 school year, school boards may award Special Diplomas based on two (2) options.</p> <ul style="list-style-type: none"> <li>a) Option one shall include procedures for determining and certifying mastery of student performance standards for exceptional students as prescribed in Rule 6A-1.0996(3)-(10), FAC.</li> <li>b) Option two shall include procedures for determining and certifying mastery of demonstrated employment and community competencies in accordance with Rule 6A-1.0996(12), FAC.</li> </ul> <p><b>State of Florida Diploma (GED):</b></p> <p>Diploma awarded to students based on the student's satisfactory completion of the General Education Development Test.</p> <ul style="list-style-type: none"> <li>a) Diploma (WGD) awarded to high school students who participated in the GED Exit Option Model, successfully completed the GED, but did not pass the FCAT or HSCT.</li> <li>b) Diplomas awarded to adult students should be recorded as W45.</li> </ul> <p><b>NOTE:</b> This information can be derived from the attendance system.</p> |

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| <b>8</b>   | <b>26-28</b>   | <b>3</b>    | <b>A/N</b>         | <p><b>Certificate of Completion, Type</b></p> <p>The type of certificate of completion awarded to the student in lieu of a high school diploma.</p> <p><u>CODE</u>   <u>DEFINITION</u></p> <p>W08   Certificate of Completion:</p> <p>Certificate awarded to students who have completed the minimum number of credits and all other requirements prescribed by local school board but failed to pass both sections of the High School Competency Test (HSCT or SSAT-II).</p> <p>W09   Special Certificate of Completion:</p> <p>Certificate awarded to students who have been properly classified as educable mentally handicapped, trainable mentally handicapped, hearing impaired, specific learning disabled, physically impaired, language impaired, or emotionally handicapped, and who have met all applicable requirements prescribed by the local school board but are unable to meet the appropriate special state minimum requirements. In addition, a student who has been properly classified as profoundly handicapped and who meets the special requirements of the district school board is eligible for a special certificate of completion if all school requirements for students who are profoundly handicapped have been met.</p> <p>W44   Adult Certificate of Completion:</p> <p>Certificate of Completion, see definition above, awarded to an adult student enrolled in the adult secondary education program.</p> <p>ZZZ   Not applicable.</p> |
| <b>9</b>   | <b>29-33</b>   | <b>5</b>    | <b>N</b>           | <b>Filler</b> ←   |
| <b>10</b>  | <b>34-43</b>   | <b>10</b>   | <b>A/N</b>         | <b>Filler</b>   |

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| <b>11</b>  | <b>44-44</b>   | <b>1</b>    | <b>A</b>           | <b>Transaction Code</b><br>A code indicating the appropriate action to be taken with respect to the district's data base reporting records.<br><br><u>CODE</u> <u>DEFINITION</u><br><br>A        Add Record<br><br>C        Update Record (Change)<br><br>D        Delete Record  |
| <b>12</b>  | <b>45-82</b>   | <b>38</b>   | <b>A/N</b>         | <b>Filler</b>   |
| <b>13</b>  | <b>83-83</b>   | <b>1</b>    | <b>A/N</b>         | <b>Filler</b>   |
| <b>14</b>  | <b>84-85</b>   | <b>2</b>    | <b>A/N</b>         | <b>Grade Level</b><br><br>The student's current grade level placement or the grade level for which data are being reported:<br><br><u>CODE</u> <u>GRADE OR LEVEL</u><br><br>PK            Prekindergarten<br><br>KG            Kindergarten<br><br>01-12        First through twelfth grade<br><br>23            Student eligible for Certificate of Completion at the end of grade 12 who elects to remain in a remedial program for one additional school year.<br><br>30            Adult, Nonhigh School graduate<br><br>31            Adult, High School graduate<br><br>NOTE: If a student is in an ungraded setting, assign the student to the grade in which he or she would normally be enrolled.<br><br>The grade level on the Statewide Assessment Program format represents the grade level the student was in at the time the test was administered. |

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|  |                |             |                    | (CONTINUED ON NEXT PAGE)<br>Obsolete Grade Level Codes are listed below:<br>13 Postsecondary Vocational Technical, first year (applicable for years prior to 1988-89)<br>14 Postsecondary Vocational Technical, second year (applicable for years prior to 1988-89)<br>15 Adult Vocational Technical, Supplemental (applicable for years prior to 1988-89)<br>16 Preapprenticeship-Vocational Technical (applicable for years prior to 1988-89)<br>17 Apprenticeship-Vocational Technical (applicable for years prior to 1988-89)<br>20 Adult General, Elementary (K-8) (applicable for years prior to 1988-89)<br>21 Adult General, Secondary (9-12) (applicable for years prior to 1988-89)<br>22 Adult, Community Instructional Services (applicable for years prior to 1987-88)<br>24 Adult Lifelong Learning (applicable for 1987-88 only) |
| 15   | 86-90          | 5           | A/N                | Filler ←  |
| 16   | 91-109         | 19          | A/N                | Filler  |
| 17   | 110-110        | 1           | A                  | Filler ←  |
| 18   | 111-111        | 1           | A/N                | Filler  |
| 19   | 112-112        | 1           | A/N                | <b>Tech Prep Participant</b>  |
|  |                |             |                    | Indicate whether the student participated, during the current reporting year (secondary) or term (postsecondary), in <u>Tech Prep</u> . ←<br><br><u>CODE</u> <u>DEFINITION</u><br><br>Y The student participated in Tech Prep.<br>N The student did not participate in Tech Prep.<br><br>NOTE: Tech Prep is a specific articulated occupational/technical program. It is offered in secondary and postsecondary institutions. ←   |
| 20   | 113-113        | 1           | A/N                | Filler ←  |
| 21   | 114-114        | 1           | A/N                | Filler ←  |
| 22   | 115-115        | 1           | A/N                | Filler ←  |
| 23   | 116-116        | 1           | A/N                | Filler ←  |

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| 24   | 117-160        | 44          | A/N                | Filler                   |