

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

<b>Implementation Date:</b> Fiscal Year 1994-95 July 1, 1994
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<b>Element Name: Social Security Number</b>	
<b>Definition/Domain</b>	
<p>Federal social security number. Left justified.</p> <p>STAFF SOCIAL SECURITY NUMBER: Report the social security number for all instructional staff on the Teacher Course and the Vocational/Adult General Education Teacher Course formats.</p> <p>NOTE: For contracted or charter school staff <b><u>for whom the school district cannot obtain a Social Security Number</u></b>, the district must assign a Staff Number Identifier for the employee using the following method:</p> <p><b><u>First Two Positions</u></b></p> <p><b>CS</b> The first two positions in the Social Security Number field must be coded with the letters "CS".</p> <p><b><u>Last Seven Positions</u></b></p> <p>NNNNNNN The last seven positions must be numeric.</p> <p>NOTE: The district-defined Staff Number Identifier must result in a unique staff number within the district.</p> <p>STUDENT SOCIAL SECURITY NUMBER: Florida Statue 1008.386 requires school districts to request a social security number for each student in grades PK-Adult who enroll or who are enrolled in school. When a social security number is available, the number is also used as the first nine digits of the student's Florida Student Number Identifier.</p> <p>See the Student Number Identifier, Florida data element for more information.</p>	
<b>Length:</b> 10	<b>Grades and Programs Requiring This Data Element:</b>
<b>Format:</b> Alphanumeric	All Programs Grades PK-12
<b>Compatibility Requirement:</b> State Standard	Workforce Development Education (adult general education and postsecondary vocational education)
<b>Use Types:</b>	<b>State Reporting Formats Requiring This Data Element:</b>
<input checked="" type="checkbox"/> <b>State Report</b>	Teacher Course DB9 15x
<input checked="" type="checkbox"/> <b>Local Accountability</b>	Vocational Teacher Course DB9 24x
<input type="checkbox"/> <b>F.A.S.T.E.R.</b>	WDIS Teacher Course DB9 49x
<input type="checkbox"/> <b>Migrant Tracking</b>	
<b>Data Element Number:</b> 173825	<b>Reported in Survey Periods:</b> <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9 <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S <input checked="" type="checkbox"/> G <input checked="" type="checkbox"/> X
<b>Revised:</b>	<b>Volume I Effective: 7/08 Page Number: 253-1</b>