

**THE FOLLOWING CHANGES ARE
FOR FISCAL YEAR
2425
Student Database**

March 25, 2025

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

Year: 2024-25

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
000 – 078	BEST Literacy Reading and Writing
071 – 090	ACT WorkKeys Applied Math (Math for ABE only)
073 – 090	ACT WorkKeys Workplace Documents (Reading for ABE only)
088 – 999	BEST 2.0 Plus Listening and Speaking
100 – 200	GED®
100 - 300	BEST Literacy 2.0 Reading & Writing
153 – 202	CASAS Life and Work Skills - Beginning Literacy Reading Level A
158 – 235	CASAS STEPS - Listening (Listening for ESOL)
160 – 251	CASAS STEPS - Reading (Reading for ESOL)
165 – 263	CASAS Reading (GOALS for ABE)
169 – 240	CASAS Life and Work Skills - Listening (Listening for ESOL)
170 – 255	CASAS GOALS 2- Math (Math for ABE only)
170 – 265	CASAS Life and Work Skills – Reading (Reading for ESOL)
178 – 250	CASAS Math (GOALS for ABE Math Only)
200 – 580	TABE CLAS-E C/D Reading
200 – 620	TABE-CLAS-E C/D Listening
230 – 710	TABE-CLASE-E A/B Listening

Data Element Number: **101793**

Data Element Name: **Adult Test Score**

250 – 680 TABE CLASE-E A/B Reading

300 – 800 TABE 11-12 & 13/14 Math

300 – 800 TABE 11-12 & 13/14 Reading

300 – 800 TABE 11-12 & 13/14 Language

600 - 900 BEST Plus 3.0 Listening and Speaking

NOTE: Please see Appendix Q, Adult Test Reporting and reference technical assistance <https://www.fldoe.org/academics/career-adult-edu/career-adult-edu-technical-assistance-.html> for guidance on reporting scores that are considered out-of-range (OOR). In range test scores must be reported with a leading value of 0. OOR low test scores must be reported with leading value of 1. OOR high test scores must be reported with a leading value of 9.

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 and Performance Record DB9 62X

Surveys Required:

Survey F

Survey W

Survey S

Appendixes:

Appendix Q: Adult Test Reporting

Description of Changes:

2/6/2025 Added new tests and test scores for ACT WorkKeys.

7/1/2024 Added new tests and test scores for BEST Literacy 2.0 and BEST Plus 3.0, CASAS GOALS 2 and CASAS STEPS.

7/1/2023 Added Note: NOTE: PNOTE: Please see Appendix Q, Adult Test Reporting and reference technical assistance <https://www.fldoe.org/academics/career-adult-edu/career-adult-edu-technical-assistance-.html> for guidance on reporting scores that are considered out-of-range (OOR). In range test scores must be reported with a leading value of 0. OOR low test scores must be reported with leading value of 1. OOR high test scores must be reported with a leading value of 9.

Data Element Number: **101793**

Data Element Name: **Adult Test Score**

7/1/2023	Modified test score ranges for CASAS Listening, CASAS Reading, CASA Math, CASAS Reading, BEST 2.0 Listening and Speaking, TABE CLASE-E Reading and TABE CLASE-E Listening.
7/1/2023	Added Appendix Q
7/1/2023	100 - 200 GED® 088 - 999 BEST 2.0 Plus Listening and Speaking 169 - 240 CASAS Listening (Life and Work Skills for ESOL and ELCATE) 153 - 202 CASAS Beginning Literacy Reading Level A 178 - 250 CASAS Math (GOALS for ABE Math Only) 165 - 263 CASAS Reading (GOALS for ABE) 250 - 680 TABE CLASE-E Reading 230 - 710 TABE-CLASE-E Listening
3/1/2023	Revised Code for Test Score Range for CASAS Reading
7/1/2022	Test score range deleted for BEST Literacy Writing. Test score range revised for Code 0-268. Test score ranges definition revised for 0-249, 0-268, 0-78 and 088-999.
7/1/2019	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	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	Added CASAS Reading score code 165-262; Added example to CASAS Reading score code 0-265.
3/21/2018	Added TABE 11-12 Math, Reading & Language Scores
7/1/2017	Wonderlic GAIN Adult Test Score will no longer be used.
6/1/2012	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
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AUTOMATED STUDENT DATA ELEMENTS

Year: 2024-25

Data Element Number: **108791**

Data Element Name: **Cost Reporting Code**

Report the appropriate Workforce Development Cost Reporting Code for the postsecondary instruction provided to the adult student for the term [1011.80(10), F.S.].

Code	Definition/Example
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Adult General Education (AGE)

401	Literacy/Adult Basic Education (ABE)
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402	Adult High School (Adult Secondary)
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403	GED Preparatory
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404	ESOL
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405	Career and Technical Education Preparatory Instruction
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409	Other Adult General Education
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Adult General Education instruction under the Course Code Directory seven-digit codes assigned to adult general education [1004.02(3), F.S.].

Applied Technology Diploma (ATD)

364	Postsecondary career and technical education instruction under the Course Code Directory seven-digit codes assigned to applied technology diploma programs/courses. Section 1004.02(8), F.S.
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Apprenticeship (APP)

371	Related classroom instruction (RTI)
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372	On the job training (OJT)
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Postsecondary career and technical education instruction in an approved Registered Apprenticeship program (446.021, F.S.)

Career Certificate (CAR)

351	Agriscience and Natural Resources
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352	Business Education
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353	Family and Consumer Science
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354	Health Science
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Data Element Number: **108791**

Data Element Name: **Cost Reporting Code**

355 Industrial

356 Marketing (Distributive)

357 Public Service

359 Other CTE

Note: Career Certificate (CAR) is formerly Postsecondary Adult Vocational (PSAV).

Continuing Workforce Education (CWE)

341 Continuing Workforce Education instruction listed under the seven-digit code assigned to program/course E91010A, E91010B, E91010C, E91010D, E91010E, E91010F, E91010G, E91010H, E91010J, E91010K, E91010L, E91010M, , E91010N, E91010S, E91010T, E91010X, or E91010Y. , (1004.02(12) F.S).

Length: 3

Data Type: Alphanumeric

Year Implemented: 9899

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: Adult

Programs Required:

Workforce Development

Formats Required:

WDIS Adult General Education Student Course DB9 48x

WDIS Career and Technical Education Student Course Schedule DB9 47x

Surveys Required:

Survey F

Survey W

Survey S

Survey G

Survey X

Appendixes:

None

Data Element Number: **108791**

Data Element Name: **Cost Reporting Code**

Description of Changes:

2/6/2025	Renamed Postsecondary Adult Vocational programs (PSAV) to Career Certificate (CAR).
12/12/2014	For 341 - corrected the statutory reference and the list of programs associated with CWE.
11/2/2011	Update code description for value 364, Applied Technology Diploma, to remove dual Enrollment references no longer in statute, and to add statutory reference to ATD.

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Year: 2024-25

Data Element Number: **184325**

Data Element Name: **Virtual Instruction Provider**

The identifier assigned by the Department of Education to the provider of virtual instruction. This number is applicable to District Virtual Instruction Programs where the School Number, Current Instruction/Service is 7001. This code does not apply when School Number, Current Instruction/Service is 7004.

See Appendix CC for virtual instruction providers and their identifiers.

Code	Definition/Example
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ZZZ	Not Applicable
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Length: 3

Data Type: Alphanumeric

Year Implemented: 0910

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

Required Grades: KG-12

Programs Required:

Virtual Instruction

Formats Required:

Student Course Schedule DB9 14x

Student End of Year Status DB9 17x

Surveys Required:

Survey 1

Survey 2

Survey 3

Survey 4

Survey 5

Appendixes:

Appendix CC: Virtual Instruction Providers

Data Element Number: **184325**

Data Element Name: **Virtual Instruction Provider**

Description of Changes:

3/18/2025	Added Survey 5 to surveys required
7/1/2024	Added Format Student End of Year Status DB9 17x
7/1/2018	Added Appendix CC to the "Appendix" section of the data element.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – REJECT RULES

NEW EDIT FOR 2425



1R. If Incident, Weapon-Related code is ~~¥1, 2, 3, or 4~~, Incident, Reported to Law Enforcement Code must be A, D, I, L, or M. -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, Weapon-Related code is ~~¥1, 2, 3, or 4~~ and Incident, Reported to Law Enforcement is not one of the codes A, D, I, L, or M.

District Number, Where Incident Occurred	School Number, Where Incident Occurred	Incident,, Identifier	Incident, Weapon- Related	Incident, Reported to Law Enforcement
01	0271	AS000001	¥2	D
01	0271	DO000002	¥1	A
* 01	0271	SH000003	¥1	N

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 relationship between Incident, Weapon-Related code and Incident, Reported to Law Enforcement and resubmit the record.

APPENDICES

2425 [Appendix O: Apprenticeship Sponsor Codes](#)