1. District Number, Current Enrollment must be numeric, in the range 01-68 or 71-75 and must be correct for the district submitting the data. -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 since the District Number, Current Enrollment is not in the appropriate range. The fourth record would be rejected if district 01 submitted the record.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0021	012345677X
01	0021	012345678X
* 00	0021	012345679X
* 02	0021	012345676X

## 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 database, the district must correct the District Number, Current Enrollment and resubmit the records.

2. If Survey Period Code is 2, 3 or 5, School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001, or it must be N998 or N999. -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 second two records 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	0151	012345678X
01	0151	012345679X
* 01	9999	012345680X
* 01	C901	012345681X

#### 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 database, the district must correct the School Number, Current Enrollment and resubmit the records.

3. 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 01-68, 71-75 or 78-79. If the tenth position of the Student Number Identifier, Florida is an "X", the first three positions may not all be zeroes. -record rejected-

Note: For additional information on Student Number Identifier, Florida refer to the DOE Information Database Requirements: Volume I -- Automated Student Information System Manual.

### **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 when the social security number is used as the Student Number Identifier, Florida, the tenth position must be an "X". The fourth record would be rejected because the Student Number Identifier, Florida contains blanks. The fifth record would be rejected because the first two digits are not a valid district number. The sixth record would be rejected because the tenth position contains an "X", and the first three positions are all zeroes.

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	000123456X

### 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 database, the district must correct the Student Number Identifier, Florida and resubmit the records.

4. Survey Period Code must be 2, 3 or 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 "2". However, records on the transmission have a Survey Period Code "3". All updates, adds or deletes with this inconsistency would be rejected.

#### DISTRICT RESPONSIBILITY

The Survey Period Code must be corrected either on the records coming in or the transmission JCL and all records must be resubmitted.

5. Fiscal Year must be correct for the submission specified by the district. - record rejected-

### **EXAMPLE**

The Fiscal Year as specified in the transmission JCL or in statements for tape transmission is identified as the valid year for data submission. However, records on the transmission have the previous Fiscal Year coded. All updates, adds or deletes with this inconsistency will be rejected.

### DISTRICT RESPONSIBILITY

The district must correct the Fiscal Year either on the records coming in or the transmission JCL and resubmit all records.

6. 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 database; if C or D is specified then the record must exist on the database. -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 database, the district must correct the Transaction Code and resubmit the records.

7. Each Federal/State Indicator record must be unique based on the keys of District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year. -first record accepted, all other duplicate records rejected-

### **EXAMPLE**

The first, third and fourth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second and fifth records would be rejected since they are duplicates (same Student Number Identifier, Florida) of the first and fourth records, respectively.

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
01	012345678X	2	***
* 01	012345678X	2	****
01	012345676X	2	****
01	012345679X	2	****
* 01	012345679X	2	****

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

## DISTRICT RESPONSIBILITY

If the records that were accepted and loaded to the database are the correct ones, no action is required. However, if the district wishes the data in the rejected records to be loaded to the database, the district must delete any invalid records, correct any rejected records if necessary, and resubmit the corrected records.

8. For Survey Period Code 3, Federally Connected Student Indicator code must be A, B, C or Z. For Survey Period Codes 2 and 5 Federally Connected Student Indicator code must be Z. -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 Federally Connected Student Indicator code is invalid. The fourth record would be rejected because the Survey Period Code is not 3.

District	Student	Federally	
Number,	Number	Connected	Survey
Current	Identifier,	Student	Period
Enrollment	Florida	Indicator	Code
01	123456789X	Α	3
01	123456790X	Z	3
* 01	123456791X	2	3
* 01	123456791X	В	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 database, the district must correct the Federally Connected Student Indicator code or the Survey Period Code and resubmit the records.

# 9. Medical Complexity Exemption code must be A, B, C, D, E or Z. -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 Medical Complexity Exemption code is invalid.

District Number, Current Enrollment	Student Number Identifier, Florida	Medical Complexity Exemption
01	123456789X	A
01	123456790X	Z
* 01	123456791X	2

## 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 Medical Complexity Exemption code and resubmit the record.

## 10. Bullied or Harassed - Religion code must be Y, N or Z. -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 Bullied or Harassed - Religion code is invalid.

District	Student	
Number,	Number	Bullied or
Current	Identifier,	Harassed -
Enrollment	Florida	Religion
01	123456789X	Υ
01	123456790X	Ν
* 01	123456791X	2

### 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 Bullied or Harassed - Religion code and resubmit the record.

# 11. Bullied or Harassed – Sexual Orientation code must be Y, N or Z. -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 Bullied or Harassed – Sexual Orientation code is invalid.

District	Student	
Number,	Number	Bullied or
Current	Identifier,	Harassed -
Enrollment	Florida	Sexual Orientation
		• •
01	123456789X	Y
01	123456790X	N
* 01	123456791X	2

## **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 Bullied or Harassed – Sexual Orientation code and resubmit the record.

## 12. Immigrant Student code must be Y, N or Z. -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 Immigrant Student code is invalid. The fourth record would be rejected because the Immigrant Student code is blank.

District		
Number,	Student	
Current	Number	
Instruction/	ldentifier,	Immigrant
Service	Florida	Student
01	123456789X	Υ
01	123456790X	N
* 01	123456791X	2
* 01	123457891X	

#### 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 database, the district must correct the Immigrant Student code and resubmit the record.

# 13. If Immigrant Student code is Z, then the School Number, Current Enrollment must be 3518. -record rejected-

### **EXAMPLE**

The first three records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The fourth record would be rejected because the Immigrant Student code is Z and the School Number, Current Enrollment is not 3518.

District			
Number,	Student	School	
Current	Number	Number,	
Instruction/	Identifier,	Current	Immigrant
Service	Florida	Enrollment	Student
01	123456789X	1234	Y
01	123456790X	2345	N
01	123456791X	3518	Z
* 01	123457891X	4567	Z

## 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 Immigrant Student code and resubmit the record.

14. For Survey Period Codes 2 and 3, Dropout Prevention/Juvenile Justice Programs must be A, D, E, J, N, P, R, U, W or Z. For Survey Period Code 5, Dropout Prevention/Juvenile Justice Programs must be Z. -record rejected-

#### **EXAMPLE**

The second and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The first and fifth records are rejected for invalid codes. The fourth record would be rejected because the Dropout Prevention/Juvenile Justice Programs field is blank.

Student Number Identifier, Florida	Dropout Prevention/ Juvenile Justice Programs
* 6301234560	В
6301234561	Α
6301234562	U
* 6301234564	
* 6301234565	K

### 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 database, the district must correct the Dropout Prevention/Juvenile Justice Programs codes and resubmit the records.

15. The Student Number Identifier, Local may be any combination of letters, numbers and blanks. (All blanks are allowable.) It must be left-justified with trailing blanks. -record rejected-

#### **EXAMPLE**

The first three records listed below would be loaded to the database assuming no other edit would cause their rejection. The fourth record would be rejected because the Student Number Identifier, Local contains a symbol (@). The fifth record would be rejected because it is right-justified rather than left-justified.

District	Student
Number,	Number
Current	Identifier,
Enrollment	Local
04	0400450700
01	0123456789
01	ABC123DEF9
01	3001 28K
* 01	2121@xyz
* 01	123456

### 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 Student Number Identifier, Local and resubmit the record.

20. Test Accommodations code must be A, C, D, I, L, M, P, Q, R, S, T, U, V, X, Y or Z. record rejected-

### **EXAMPLE**

The first record listed below would be added to the database assuming no other reject rule caused its rejection. The second record would be rejected because the Test Accommodations code is invalid.

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Test Accommodations
01	012345678X	2	L
* 01	012345679X		K

### DISTRICT RESPONSIBILITY

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

21. For Survey Period Codes 2, 3 and 5, Immunization Status must be 0, 1, 2, 3, 4, 8, W, X or Y. -record rejected-

## **EXAMPLE**

The first record listed below would be rejected because the Immunization Status code is invalid. The second record would be rejected because the Immunization Status code was left blank.

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Immunization Status
* 01	012345678X	2	9
* 01	012345679X	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 database, the district must correct Immunization Status codes and resubmit the records.

22. Career and Professional Academy Identifier (Second) must exist on Appendix Y of the DOE Information Database Requirements: Volume I -- Automated Student Information System Manual as a valid number for the District Number, Current Instruction/Service: CAPE (Second) or it must be ZZZ. -record rejected-

## **EXAMPLE**

The fifth record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The first four records would be rejected because Career and Professional Academy Identifiers are not valid codes listed in Appendix Y.

District Number,		
Current		Career and
Instruction/Service	Student Number	Professional Academy
CAPE (Second)	Identifier, Florida	Identifier
* 01	012345675X	562
* 01	012345676X	258
* 01	012345677X	458
* 01	012345678X	589
01	012345679X	002

#### 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 database, the district must correct the Career and Professional Academy Identifier codes and resubmit the records.

23. The combination of District Number, Current Instruction/Service: CAPE (First) and Career and Professional Academy Identifier (First) must not be the same as the combination of District Number, Current Instruction/Service: CAPE (Second) and Career and Professional Academy Identifier (Second) unless both Career and Professional Academy Identifiers are ZZZ. -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 District Number, Current Instruction/Service: CAPE (First) combined with Career and Professional Academy Identifier (First) are the same as District Number, Current Instruction/Service: CAPE (Second) combined with Career and Professional Academy Identifier (Second)

		District	Career	District	Career
District	Student	Number,	and	Number,	and
Number,	Number	Current	Professional	Current	Professional
Current	Identifier	Instr/Serv	Academy	Instr/Serv	Academy
Enrollment	Florida	CAPE (1st)	Identifier (1st)	CAPE (2 <sup>nd</sup> )	Identifier (2nd)
01	012345678X	01	002	01	003
01	601254693X	01	001	02	001
* 01	019876545X	01	001	01	001
01	014576545X	00	ZZZ	00	ZZZ

### 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 Career and Professional Academy Identifier code or the District Number, Current Instruction/Service: CAPE and resubmit the record.

24. Career and Professional Academy Identifier (First) must not be ZZZ if Career and Professional Academy Identifier (Second) is entered with a valid number that exists on Appendix Y of the DOE Information Database Requirements: Volume I -- Automated Student Information System Manual. -record rejected-

## **EXAMPLE**

The first two records listed below would be loaded to the database assuming no other reject rule would cause its rejection. The third record would be rejected because Career and Professional Academy Identifier (First) must not be ZZZ if Career and Professional Academy Identifier (Second) is entered with a valid number.

District	Student	Career and	Career and
Number,	Number	Professional	Professional
Current	Identifier	Academy	Academy
Enrollment	Florida	Identifier (1st)	Identifier (2nd)
01	012345678X	002	ZZZ
01	601254693X	ZZZ	ZZZ
* 01	019876545X	ZZZ	001

## 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 database, the district must correct the Career and Professional Academy Identifier codes and resubmit the records.

25. If Survey Period Code is 2, 3 or 5, Homelessness Cause code must be D, E, F, H, M, N, O, S, T, U, W or Z. -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 code for Homelessness Cause is not valid.

District Number Current Enrollment	Student Number Identifier, Florida	Homelessness Cause
05	123456789X	W
05	123456790X	D
* 05	123456791X	Α

## 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 Homelessness Cause code and resubmit the record

26. If Homeless Student, PK-12 code is A, B, D or E, Homelessness Cause must be D, E, F, H, M, N, O, S, T, U or W. If Homeless Student, PK-12 code is N, Homelessness Cause must be Z. - 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 code for Homelessness Cause is not valid for a homeless student.

Homeless Student, PK-12	Homelessness Cause
E	S
Α	Т
Α	Z
	Student, PK-12 E

### 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 Homelessness Cause code or the Homeless Student, PK-12 code and resubmit the record.

27. District Number, Current Instruction/Service: CAPE (First) must be numeric, in the range 00-68 or 71-75. -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 and fourth records would be rejected since the District Number, Current Instruction/Service: CAPE (First) is not in the appropriate range.

District Number, Current Instruction/	Student Number
Service: CAPE (First)	Identifier, Florida
01	012345677X
00	012345678X
* 85	012345679X
* 77	012345676X

## 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 database, the district must correct the District Number, Current Instruction/Service: CAPE (First) and resubmit the records.

28. District Number, Current Instruction/Service: CAPE (Second) must be numeric, in the range 00-68 or 71-75. -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 and fourth records would be rejected since the District Number, Current Instruction/Service: CAPE (Second) is not in the appropriate range.

District Number, Current Instruction/ Service: CAPE (Second)	Student Number Identifier, Florida
01	012345677X
00	012345678X
* 85	012345679X
* 77	012345676X

## 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 database, the district must correct the District Number, Current Instruction/Service: CAPE (Second) and resubmit the records.

29. If Career and Professional Academy Identifier (First) is not ZZZ then District Number, Current Instruction/Service: CAPE (First) must not be 00. If District Number, Current Instruction/Service: CAPE (First) is not 00 then Career and Professional Academy Identifier (First) must not be ZZZ. -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 it contains a valid Career and Professional Academy Identifier (First) code but the District Number Current Instruction/Service (First) is 00.

		District	Career
		Number	and
District	Student	Current	Professional
Number,	Number	Instruction/	Academy
Current	Identifier	Service:	Identifier
Enrollment	Florida	CAPE (First)	(First)
01	012345678X	01	002
01	601254693X	03	001
* 01	019876545X	00	001

### 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 Career and Professional Academy Identifier code or the District Number, Current Instruction/Service: CAPE (First) and resubmit the record.

30. If Career and Professional Academy Identifier (Second) is not ZZZ then District Number, Current Instruction/Service: CAPE (Second) must not be 00. If District Number, Current Instruction/Service: CAPE (Second) is not 00 then Career and Professional Academy Identifier (Second) must not be ZZZ. -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 it contains a valid Career and Professional Academy Identifier (Second) code but the District Number Current Instruction/Service (Second) is 00.

District Number, Current Enrollment	Student Number Identifier Florida	District Number Current Instruction/ Service: CAPE (Second)	Career and Professional Academy Identifier (Second)
01	012345678X	01	002
01	601254693X	03	001
* 01	019876545X	00	001

#### 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 Career and Professional Academy Identifier code or the District Number, Current Instruction/Service: CAPE (Second) and resubmit the record.

## 31. School-Related Arrests code must be Y or N. -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 School-Related Arrests code is invalid.

District		
Number,	Student Number	
Current	Identifier,	School-Related
Enrollment	Florida	Arrests
01	123456789X	Υ
01	123456790X	N
* 01	123456791X	Z

## 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 School-Related Arrests code and resubmit the record.

39. For Survey Period Codes 2, 3 and 5, the Section 504 Eligible code must be Y, N, I or Z. -record rejected-

### **EXAMPLE**

Both records listed below would be rejected because the Section 504 Eligible codes are invalid.

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Section 504 Eligible
* 01	012345678X	2	S
* 01	012345679X	2	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 database, the district must correct the Section 504 Eligible codes and resubmit the records.

40. If the School Number, Current Enrollment is not N998 or N999, then it must exist on the Master School Identification File as a valid active school number in the district of enrollment. -record rejected-

## **EXAMPLE**

The record listed below would be rejected because the School Number, Current Enrollment is not valid and active on the Master School Identification File for the District Number, Current Enrollment.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
* 01	0351	012345678X

## 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 School Number, Current Enrollment and resubmit the record.

# 41. For Survey Period Codes 2, 3 and 5, the Homeless Student, PK-12 code must be A, B, D, E or N. -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 code for Homeless Student, PK-12 is not valid.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Homeless Student, PK-12
05	123456789X	Α
05	123456790X	D
* 05	123456791X	Z

### 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 Homeless Student, PK-12 code and resubmit the record.

# 42. For Survey Period Codes 2, 3 and 5, Homeless Unaccompanied Youth code must be Y, N, or Z. -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 code for Homeless Unaccompanied Youth is not valid.

	Homeless
Student Number	Unaccompanied
Identifier, Florida	Youth
123456789X	Υ
123456790X	N
123456791X	Н
	Identifier, Florida 123456789X 123456790X

### 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 Homeless Unaccompanied Youth code and resubmit the record.

43. If Homeless Student, PK-12 code is A, B, D or E, then Unaccompanied Youth must be Y or N. If Homeless Student, PK-12 code is N, then Unaccompanied Youth must be Z. -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 code for Homeless Student, PK-12 is not valid for a homeless student.

Student Number Identifier, Florida	Homeless Student, PK-12	Unaccompanied Youth
123456789X	E	N
123456790X	Α	Υ
*123456791X	Υ	Z

## 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 appropriate field and resubmit the record.

44. For Survey Period Code 5, Fund Source code must be I or Z. For Survey Period Codes 2 or 3, Fund Source code must be Z. -record rejected-

### **EXAMPLE**

The first record listed below would be added to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the Fund Source code is not valid.

	Survey	
Student Number	Period	Fund
Identifier, Florida	Code	Source
123456789X	5	I
* 223456789X	5	В

## 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 Fund Source and resubmit the record.

45. Career and Professional Academy Identifier (First) must exist on Appendix Y of the DOE Information Database Requirements: Volume I -- Automated Student Information System Manual as a valid number for the District Number, Current Instruction/Service: CAPE (First) or it must be ZZZ. -record rejected-

### **EXAMPLE**

The fifth record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The first four records would be rejected because Career and Professional Academy Identifiers are not valid codes listed in Appendix Y.

District Number, Current Instruction/Service CAPE (First)	Student Number Identifier, Florida	Career and Professional Academy Identifier
* 01	012345675X	562
* 01	012345676X	258
* 01	012345677X	458
* 01	012345678X	589
01	012345679X	002

### 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 database, the district must correct the Career and Professional Academy Identifier codes and resubmit the records.

## 46. Military Family Student code must be Y, N or Z. -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 Military Family Student code is invalid. The fourth record would be rejected because the Military Family Student code is blank.

District, Number Current Enrollment	Student Number Identifier, Florida	Military Family Student
01	123456789X	Υ
01	123456790X	Ν
* 01	123456791X	2
* 01	123457891X	

## 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 database, the district must correct the Military Family Student codes and resubmit the records.

# 48. If Survey Period Code is 2, 3 or 5, then the Physical Education Waiver code must be Y, N or Z. -record rejected-

### **EXAMPLE**

The first record listed below would be rejected because the Physical Education Waiver code is blank. The second record would be rejected because the Physical Education Waiver code is not valid. The third record is correct and will be accepted unless there are other errors in the record to cause it to be rejected.

District	Student		
Number,	Number	Survey	Physical
Current	Identifier,	Period	Education
Enrollment	Florida	Code	Waiver
* 01	012345678X	2	
* 01	019876545X	2	W
01	019876545X	7	Z

### DISTRICT RESPONSIBILITY

If the rejected records should not have been submitted, no action is required. However, if the district wishes data in the rejected records to be loaded to the database, the district must correct the Physical Education Waiver code and resubmit the records.

## 49. Bullied or Harassed - Disability code must be Y, N or Z. -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 Bullied or Harassed - Disability code is invalid.

District	Student	
Number,	Number	Bullied or
Current	Identifier,	Harassed
Enrollment	Florida	<ul> <li>Disability</li> </ul>
01	123456789X	Y
01	123456790X	N
* 01	123456791X	2

### 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 Bullied or Harassed - Disability code and resubmit the record.

## FEDERAL/STATE INDICATOR STATUS - REJECT RULES

# 4A. Bullied or Harassed - Race code must be Y, N or Z. -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 Bullied or Harassed - Race code is invalid.

District	Student	
Number,	Number	Bullied or
Current	Identifier,	Harassed
Enrollment	Florida	- Race
01	123456789X	Υ
01	123456790X	N
* 01	123456791X	2

### **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 Bullied or Harassed - Race code and resubmit the record.

## FEDERAL/STATE INDICATOR STATUS - REJECT RULES

# 4B. Bullied or Harassed - Sex code must be Y, N or Z. -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 Bullied or Harassed - Sex code is invalid.

District	Student	
Number,	Number	Bullied or
Current	Identifier,	Harassed
Enrollment	Florida	- Sex
01	123456789X	Υ
01	123456790X	N
* 01	123456791X	2

### **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 Bullied or Harassed - Sex code and resubmit the record.

### FEDERAL/STATE INDICATOR STATUS - REJECT RULES

4C. Florida Education Identifier (FLEID) is alphanumeric and must be entered as "FL" in the first 2 positions followed by twelve numeric digits. No blanks, spaces or all zeros for the twelve numeric digits are allowable. -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 Florida Education Identifier (FLEID) is not a valid FLEID.

District Number,	Student Number	Florida Education
Current Enrollment	Identifier, Florida	Identifier
04	040045077V	EL 0.400.4E00E70.4
01	012345677X	FL340945895734
01	012345678X	FL004583948567
* 01	012345679X	FL000000000000

### 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 Florida Education Identifier and resubmit the record for processing.

50. Each Federal/State Indicator Status record must have a matching Student Demographic record based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation-

### **EXAMPLE**

The Federal/State Indicator Status 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.

### Federal/State Indicator Status records

District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year
* 01	012345678X	0021	2	***
01	019876545X	0021	2	***
01	429876546X	0021	2	***

## Student Demographic records

District				
Number,	Student	School		
Current	Number	Number,	Survey	
Instruction/	Identifier,	Current	Period	Fiscal
Service	Florida	Enrollment	Code	Year
01	019876545X	0021	2	***
01	429876546X	0021	2	****

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

### DISTRICT RESPONSIBILITY

The district must delete the Federal/State Indicator Status record or add a Student Demographic record to match the above key fields.

51. If Survey Period Code is 2 or 3 and Grade Level is KG on the matching Student Demographic Information record and if there is at least one matching Student Course Schedule record for the student, then the Immunization Status code must be 0, 1, 2, 3, 4, W, X or Y. The Student Demographic Information and Student Course Schedule matches are based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic and Student Course Schedule) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation-

### **EXAMPLE**

Both Federal/State Indicator Status records listed below would cause a message to be generated because the Immunization Status codes are invalid for Grade Level KG.

## Student Demographic records

Student Number Identifier, Florida	Grade Level
012345678X	KG
267429345X	KG

#### Federal/State Indicator Status records

Student Number	Immunization
Identifier, Florida	Status
* 012345678X	6
* 267429345X	7

#### DISTRICT RESPONSIBILITY

The district must correct the records so that the appropriate relationship exists between Grade Level and Immunization Status.

52. If Career and Professional Academy Identifier (First) is not ZZZ then Grade Level on the matching Student Demographic Information record must be 06-12. The match is based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation -

#### **EXAMPLE**

The first record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Grade Level and Career and Professional Academy Identifier (First). The second record would not cause a message to be generated.

#### Federal/State Indicator Status records

District Number, Current	Student Number Identifier,	School Number, Current	Survey Period	CAPE Academy
Enrollment	Florida	Enrollment	Code	ID (First)
* 01 01	019876545X 429876546X	0151 0151	2 2	001 001

## Student Demographic Information records

District Number, Current Instruction/ Service	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Grade Level
* 01	019876545X	0151	2	05
01	429876546X	0151	2	11

### DISTRICT RESPONSIBILITY

The district must correct the record so that the appropriate relationship exists between Career and Professional Academy Identifier (First) and Grade Level.

59. If Dropout Prevention/Juvenile Justice Programs code is D then Grade Level on the matching Student Demographic Information record must not equal PK or KG. The match is based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation-

#### **EXAMPLE**

The Federal/State Indicator Status record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Dropout Prevention/Juvenile Justice Programs and Grade Level.

## Federal/State Indicator Status records

District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year	Dropout Prevention Juvenile Justice Program
01	019876545X	0021	2	****	D
* 01	429876546X	0021	2		D

### Student Demographic Information records

District Number Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Year	Grade Level
01	019876545X	0021	2	****	08
01	429876546X	0021	2	****	PK

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

#### DISTRICT RESPONSIBILITY

The district must correct the records so that the appropriate relationship exists between Dropout Prevention/Juvenile Justice Programs and Grade Level.

60. If Grade Level on the Student Demographic Information record is PK, then Military Family Student code must be Z. The records should be matched using the following elements: District Number, Current Enrollment (Federal/State Indicator Status) and both District Number, Current Instruction/Service and District Number, Current Enrollment (Student Demographic Information); Fiscal Year/Year; Survey Period Code and Student Number Identifier, Florida. -state validation-

### **EXAMPLE**

The first record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Grade Level and Military Family Student code.

#### Federal/State Indicator Status records

District Number, Current	Student Number Identifier,	School Number, Current	Survey Period	Military Family
Enrollment	Florida	Enrollment	Code	Student
* 01	019876545X	0021	2	Υ
01	429876546X	0021	2	Z

### Student Demographic Information records

District	Student	School		
Number,	Number	Number,	Survey	
Current	Identifier,	Current	Period	Grade
Instruction/Service	Florida	Enrollment	Code	Level
			_	
* 01	019876545X	0021	2	PK
01	429876546X	0021	2	PK

### DISTRICT RESPONSIBILITY

The district must review the records and correct the record that is in error so that the appropriate relationship exists between Military Family Student and Grade Level.

61. If Survey Period Code is 2 or 3 and Grade Level is 07 on the matching Student Demographic Information record and if there is at least one matching Student Course Schedule record for the student, then Immunization Status code must be 0, 2, 3, 4, 8, W, X or Y. The Student Demographic Information and Student Course Schedule matches are based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic and Student Course Schedule) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation-

### **EXAMPLE**

The first Federal/State Indicator Status record listed below with an asterisk would cause a message to be generated because the Immunization Status code is invalid for Grade Level 07.

## Student Demographic records

Student Number Identifier,	Grad
Florida	Leve
012345678X	07
019876545X	07

### Federal/State Indicator Status records

nmunization
Status
1
8

## DISTRICT RESPONSIBILITY

The district must review both records and correct the record that is in error so that the appropriate relationship exists between Grade Level and Immunization Status.

63. If Grade Level equals PK or 9-12 on the matching Student Demographic Information record, then the Physical Education Waiver code must be Z. If Survey Period Code is 2, 3 or 5 and if Grade Level equals KG-8 on the matching Student Demographic Information record, then the Physical Education Waiver code must be Y or N. The match should be made using the following elements: District Number, Current Enrollment (Federal/State Indicator Status) and both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic Information); Survey Period Code; Year and Student Number Identifier, Florida. –state validation-

### **EXAMPLE**

The first two records listed below would cause an error message to be generated because the Physical Education Waiver code is not valid for the Grade Level. The third set of records contains the correct relationship.

#### Federal/State Indicator Status Records

Student		
Number	Survey	Physical
Identifier,	Period	Education
Florida	Code	Waiver
012345678X	2	Υ
019876545X	2	Z
019876546X	2	Z
	Number Identifier, Florida 012345678X 019876545X	Number Survey Identifier, Period Code  012345678X 2 019876545X 2

### Student Demographic Information Records

District	Student		
Number,	Number	Survey	
Current	Identifier,	Period	Grade
Instruction/Service	Florida	Code	Level
* 01	012345678X	2	10
* 01	019876545X	2	3
01	019876546X	2	PK

### DISTRICT RESPONSIBILITY

The district should review the Grade Levels and Physical Education Waiver codes and correct the ones that are in error.

64. If the Immigrant Student = Y, then the Country of Birth on the Student Demographic record must not be US or PR. The records should be matched on the following elements: District Number, Current Enrollment (Federal/State Indicator Status) and both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation-

#### **EXAMPLE**

The Federal/State Indicator Status record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Immigrant Student and Country of Birth code.

#### Federal/State Indicator Status records

District Student Number, Number Current Identifier, Enrollment Florida		Survey Period Code	Fiscal Year	Immigrant Student	
* 01	019876545X	2	****	Y	
01	429876546X		***	Y	

## Student Demographic Information records

District	Student	Survey		Country
Current	Identifier,	Period	Fiscal	of
Enrollment	Florida	Code	Year	Birth
01	019876545X	2	***	US
01	429876546X	2	***	KI

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

### DISTRICT RESPONSIBILITY

The district must correct the records so that the appropriate relationship exists between Immigrant Student and Country of Birth.

66. If Dropout Prevention/Juvenile Justice Programs code is P, then Grade Level on the matching Student Demographic Information record must not be KG-04. The match is based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. -state validation-

#### **EXAMPLE**

The Federal/State Indicator Status record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Grade Level and Dropout Prevention/Juvenile Justice code.

## Federal/State Indicator Status records

District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year	Dropout Prevention/ Juvenile Justice Program
* 01	019876545X	0021	2	****	P
01	429876546X	0021	2		A

## Student Demographic Information records

District					
Number,	Student	School			
Current	Number	Number,	Survey		
Instruction/	Identifier,	Current	Period		Grade
Service	Florida	Enrollment	Code	Year	Level
01	019876545X	0021	2	****	04
01	429876546X	0021	2	****	04
01	7200100707	0021	_		0-1

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

#### DISTRICT RESPONSIBILITY

The district must correct the records so that the appropriate relationship exists between Dropout Prevention/Juvenile Justice code and Grade Level.

67. If Survey Period Code is 2 or 3 and there is a matching Exceptional Student record with an Exceptionality, Primary or Exceptionality, Other code other than L and Z; then the Section 504 Eligible code must be Z. The match is based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year/Year. -state validation-

### **EXAMPLE**

The Federal/State Indicator Status record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Section 504 Eligible and Exceptionality, Primary on the Exceptional Student record.

#### Federal/State Indicator Status records

District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year	Section 504 Eligible
* 01	019876545X	0021	2	****	Υ
01	429876546X	0021	2	****	Z

# Exceptional Student records

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Year	Excep Primary	otionality, Other
01	019876545X	2	****	W	ZZZZZZZZZ
01	429876546X	2	****	L	ZZZZZZZZZZ

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

#### DISTRICT RESPONSIBILITY

The district must correct the records so that the appropriate relationship exists between Section 504 Eligible and Exceptionality, Primary on the Exceptional Student record.

#### FEDERAL/STATE INDICATOR STATUS – EXCEPTION REPORTS

81. If Dropout Prevention/Juvenile Justice Programs code is P, then Grade Level on the matching Student Demographic Information record must not be 05 or 06. The match is based on both District Number, Current Enrollment and District Number, Current Instruction/Service (Student Demographic) and District Number, Current Enrollment (Federal/State Indicator Status); Student Number Identifier, Florida; Survey Period Code and Fiscal Year. —exception report-

### **EXAMPLE**

The Federal/State Indicator Status record listed below which is marked with an asterisk would cause a message to be generated because the Grade Level appears to be inappropriate for the Dropout Prevention/Juvenile Justice code.

## Federal/State Indicator Status records

District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year	Dropout Prevention/ Juvenile Justice Program
* 01	019876545X	0021	2	****	Р
01	429876546X	0021	2	****	Α

## Student Demographic Information records

Student	School			
Number	Number,	Survey		
Identifier,	Current	Period		Grade
Florida	Enrollment	Code	Year	Level
019876545X	0021	2	****	05
429876546X	0021	2	****	05
	Number Identifier, Florida 019876545X	Number Number, Identifier, Current Florida Enrollment  019876545X 0021	Number Number, Survey Identifier, Current Period Enrollment Code  019876545X 0021 2	Number Number, Survey Identifier, Current Period Florida Enrollment Code Year

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

## **DISTRICT RESPONSIBILITY**

The district must review the Dropout Prevention/Juvenile Justice code and Grade Level and correct one of the records if there is an error.

#### FEDERAL/STATE INDICATOR STATUS – EXCEPTION REPORTS

82. If Survey Period Code is 5 and there is a matching Exceptional Student record with an Exceptionality, Primary or Exceptionality, Other code other than L and Z; then the Section 504 Eligible code must be Z. The match is based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year/Year. - exception report--

### **EXAMPLE**

The Federal/State Indicator Status record listed below which is marked with an asterisk would cause a message to be generated because the expected relationship does not exist between Section 504 Eligible and Exceptionality, Primary on the Exceptional Student record.

#### Federal/State Indicator Status records

District Number, Current Enrollment	Student Number Identifier, Florida	School Number, Current Enrollment	Survey Period Code	Fiscal Year	Section 504 Eligible
* 01	019876545X	0021	5	****	Y
01	429876546X	0021	5	***	Z

## Exceptional Student records

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Year	Excep Primary	itionality, Other
01	019876545X	5	****	W	ZZZZZZZZZ
01	429876546X	5	***	K	ZZZZZZZZZZ

<sup>\*\*\*\* =</sup> Valid fiscal year for data submission.

## DISTRICT RESPONSIBILITY

The district must review the records and, if a code is in error, correct the record so that the expected relationship exists between Section 504 Eligible and Exceptionality, Primary on the Exceptional Student record. If the data are correct as reported no action is necessary.

## FEDERAL/STATE INDICATOR STATUS - AGGREGATE EXCEPTION REPORTS

91. If Survey Period Code is 2, 3 or 5, for each school district in the range of 01-67 there must be at least one student coded A, B, D or E on the Homeless Student, PK-12 element. –aggregate exception report-

## **EXAMPLE**

School District XX has 600 total Federal/State Indicator Status records but all records have a Z code on the Homeless Student, PK-12 element. An error message is generated for School District XX on the exception report indicating that the district failed this exception edit.

### DISTRICT RESPONSIBILITY

The district must review the records and correct the Homeless Student, PK-12 element on the records that are in error.