

**FASTER User Manual and System Updates**  
**2021-2022 School Year**  
**Effective February 28, 2022**

**What:**

The Florida Automated System for Transferring Educational Records (FASTER) was updated to include two new required civic literacy fields for the 2021-2022 school year, which were made available on January 14, 2022, for testing purposes. The programming and FASTER User Manual changes are listed below under Updates.

**When:**

The new fields will be required effective February 28, 2022, on the P01 Demographic Record Format.

**How this will affect you:**

FASTER Users will need to update local information systems and test the new fields prior to the effective date.

**What to do if you need help:**

If you have any questions, please contact [fstr@fldoe.org](mailto:fstr@fldoe.org).

**Reminders:**

Our Technical Contact List for FASTER Community is only as good as the information provided to FASTER. Please review your institution's contact information and let us know if any changes are needed. This document can be found on the FASTER website (<http://www.floridastudentfinancialaid.org/FASTER/>), under our Contact and Access Information tab.

Please see the FASTER User Manual (<http://www.floridastudentfinancialaid.org/FASTER/>) for additional information about record layouts.

**UPDATES**

The FASTER civics changes took place on January 14, 2022, for testing purposes. The programming and FASTER User Manual changes are listed below.

## **POSTSECONDARY TRANSCRIPT CHANGES**

### **P01 – Demographic Record:**

Item 11b: Existing item - Civic Literacy Competency Indicator. This indicator is now only applicable to students in the 2018-2019, 2019-2020, and 2020-2021 cohorts.

Item 11e: New item - Civic Literacy Course Completion. This indicator is applicable beginning in the 2021-2022 school year.

Item 11f: New item - Civic Literacy Assessment Requirement. This indicator is applicable beginning in the 2021-2022 school year.

## **INTERDISTRICT/SECONDARY TRANSCRIPT CHANGES**

There are no required changes for the Interdistrict/Secondary Transcript record formats.

### **New Required Data Element For Florida Public Institutions SPEEDE Participants Effective February 28, 2022**

For SPEEDE EDI participants, there are two new data elements: postsecondary Civic Literacy Course Completion and postsecondary Civic Literacy Assessment Requirement. These indicators will be conveyed as a RAP (Requirement, Attribute and Proficiency) segment.

In the FASTER User Manual (<http://www.floridastudentfinancialaid.org/FASTER/>), under the SPEEDE/ExPRESS Conversion Manual, please review chapter 2-PS to 130, P01-Demog and chapter 7-130 to PS, ST thru NTE for additional information about the two new data elements.

For Civic Literacy Course Completion:

<p>P01 - Item 11e Civic Literacy Course Completion</p> <p>Y = Student has met the course requirement.</p> <p>N = Student has not met the course requirement.</p> <p>X = Student is exempt from the requirement.</p> <p>Z = Requirement is not applicable to this student.</p>	<p>RAP segment at position 1/067</p> <p>RAP01 = 9FL - Florida State Adopted Test or Requirement RAP02 = CIVIC LITERACY COURSE COMPLETION RAP04 = R - Required and</p> <p>à RAP03 = STUDENT MET COURSE REQUIREMENT RAP05 = Y</p> <p>à RAP03 = STUDENT NOT MET COURSE REQUIREMENT RAP05 = N</p> <p>à RAP03 = STUDENT EXEMPT FROM REQUIREMENT RAP05 = Y</p> <p>à RAP03 = REQUIREMENT NOT APPLICABLE RAP05 = N</p>
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For Civic Literacy Assessment Requirement:

<p>P01 - Item 11f Civic Literacy Assessment Requirement</p> <p>Y = Student has passed approved assessment.</p> <p>N = Student has not passed approved assessment.</p> <p>X = Student is exempt from the requirement.</p> <p>Z = Requirement is not applicable to this student.</p>	<p>RAP segment at position 1/067</p> <p>RAP01 = 9FL - Florida State Adopted Test or Requirement RAP02 = CIVIC LITERACY ASSESSMENT REQUIREMENT RAP04 = R - Required and</p> <p>à RAP03 = STUDENT PASSED APPROVED ASSESSMENT RAP05 = Y</p> <p>à RAP03 = STUDENT NOT PASSED APPROVED ASSESSMENT RAP05 = N</p> <p>à RAP03 = STUDENT EXEMPT FROM REQUIREMENT RAP05 = Y</p> <p>à RAP03 = REQUIREMENT NOT APPLICABLE RAP05 = N</p>
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Examples to show the student has met the requirement:

RAP\*9FL\*CIVIC LITERACY COURSE COMPLETION\*STUDENT MET COURSE  
REQUIREMENT\*R\*Y~

RAP\*9FL\*CIVIC LITERACY ASSESSMENT REQUIREMENT\*STUDENT PASSED  
APPROVED ASSESSMENT\*R\*Y~

Examples to show the student has not met the requirement:

RAP\*9FL\*CIVIC LITERACY COURSE COMPLETION\*STUDENT NOT MET COURSE  
REQUIREMENT\*R\*N~

RAP\*9FL\*CIVIC LITERACY ASSESSMENT REQUIREMENT\*STUDENT NOT PASSED  
APPROVED ASSESSMENT\*R\*N~

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