STUDENT ADDITIONAL FUNDING – REJECT RULES

1.   District Number, Current Instruction/Service must be numeric and 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 Instruction/Service is not in the appropriate range.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Student Number Identifier, Florida
01	0021	012345677X
01	0021	012345678X
* 00	0021	012345679X

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 District Number, Current Instruction/Service and resubmit the record.

2.   School Number, Current Instruction/Service 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 third record would be rejected because the School Number, Current Instruction/Service is not in the appropriate numerical range. The fourth record would be rejected because the School Number, Current Instruction/Service is not numeric.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	Student Number Identifier, Florida
01	0021	012345676X
01	0021	012345677X
* 01	9999	012345678X
* 01	C901	012346579X

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 Instruction/Service 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 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, Current Instruction/Service	School Number, Current Instruction/Service	Student Number 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 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 "5". 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 district must correct Survey Period Code either on the records coming in or the transmission JCL and all records must be resubmitted.

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

      EXAMPLE

      The School 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 School Year coded. All updates, adds or deletes with this inconsistency will be rejected.

      DISTRICT RESPONSIBILITY

      The district must correct School Year either on the records coming in or the transmission JCL and all records must be resubmitted.

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.   FTE Earned, College Entrance Examination Board (CEEB) Advanced Placement Test must be numeric and must equal 0.00, 0.16, 0.32, 0.48, 0.64, 0.80, 0.96, 1.12, 1.28, 1.44, 1.60, 1.76, 1.92, 2.08, 2.24 or 2.40. -record rejected-

NOTE: Two decimal places assumed.

EXAMPLE

The first and fourth records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second and third records listed below would be rejected. The second record would be rejected because FTE Earned, CEEB Advanced Placement Test is not numeric. The third record would be rejected because FTE Earned, CEEB Advanced Placement Test is not valid.

District Number, Current Instruction/Service	Student Number Identifier, Florida	FTE Earned, CEEB Advanced Placement Test
30	301234567X	032
* 30	301234568X	ZZZ
* 30	301234569X	480
30	302356789X	000

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 FTE Earned, CEEB Advanced Placement Test and resubmit the records.

8.   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 Number, Current Instruction/Service	Student Number Identifier, Local
01	0123456789
01	ABC123DEF9
01	3001 28K
* 01	2121@xyz
* 01	123456

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, Local and resubmit the records.

9.   FTE Earned, International Baccalaureate Diploma must be 0.00 or 0.30. -record rejected-

Note: Two decimal places assumed.

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The last record would be rejected because FTE Earned, International Baccalaureate Diploma is not 0.00 or 0.30.

District Number, Current Instruction/Service	Student Number, Identifier, Florida	FTE Earned, International Baccalaureate Diploma
35	351234567X	030
35	351234568X	000
* 35	351234569X	050

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 FTE Earned, International Baccalaureate Diploma and resubmit the record.

10. **FTE Earned, International Baccalaureate Score must be numeric and must equal 0.00, 0.16, 0.32, 0.48, 0.64, 0.80, 0.96, or 1.12. -record rejected-**

Note: Two decimal places assumed.

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The last record would be rejected because FTE Earned, International Baccalaureate Score is not valid.

District Number, Current Instruction/Service	Student Number, Identifier, Florida	FTE Earned, International Baccalaureate Score
35	351234567X	112
35	351234568X	000
* 35	351234569X	320

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 FTE Earned, International Baccalaureate Score and resubmit the record.

11.   The School Number, Current Instruction/Service must exist on the Master School Identification File as a valid school number in the district of Instruction/Service. -record rejected-

EXAMPLE

The record listed below would be rejected because the School Number, Current Instruction/Service is not valid on the Master School Identification File for the District Number, Current Instruction/Service.

District Number, Current Instruction/Service	School Number, Current Instruction/Service	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 Instruction/Service and resubmit the record.

12.   FTE Earned, Advance International Certificate of Education Diploma must be 0.00 or 0.30. -record rejected-

Note: Two decimal places assumed.

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The last record would be rejected because FTE Earned, Advance International Certificate of Education Diploma is not 0.00 or 0.30.

District Number, Current Instruction/Service	Student Number, Identifier, Florida	FTE Earned, Advanced International Certificate Of Education Diploma
35	351234567X	030
35	351234568X	000
* 35	351234569X	050

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 FTE Earned, Advance International Certificate of Education Diploma and resubmit the record.

13.   FTE Earned, Advanced International Certificate of Education Score must be 0.00, 0.08, 0.16, 0.24, 0.32, 0.40, 0.48, 0.56, 0.64, 0.72, 0.80, 0.88, 0.96, 1.04, or 1.12. -record rejected-

Note: Two decimal places assumed.

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The last record would be rejected because FTE Earned, Advance International Certificate of Education Score is not valid.

District Number, Current Instruction/Service	Student Number, Identifier, Florida	FTE Earned, Advanced International Certificate Of Education Score
35	351234567X	104
35	351234568X	000
* 35	351234569X	122

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 FTE Earned, Advance International Certificate of Education Score and resubmit the record.

15.   FTE Earned, Early Graduates must be numeric and must be equal to 0.0000, 0.2500, or 0.5000. -record rejected-

NOTE: Four decimal places assumed.

EXAMPLE

The first and second records listed below would be loaded to the database assuming no other reject rule would cause its rejection. The third and fourth records listed below would be rejected. The third record would be rejected because FTE Earned, Early Graduates is not numeric. The fourth record would be rejected because FTE Earned, Early Graduates is not equal to 0.0000, 0.2500, or 0.5000.

District Number, Current Instruction/Service	Student Number Identifier, Florida	FTE Earned, Early Graduates
30	301234566X	02500
30	301234567X	00000
* 30	301234568X	ZZZZZ
* 30	301234569X	33333

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 FTE Earned, Early Graduates and resubmit the records.

16.   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, Current Enrollment	Student Number Identifier, Florida	Florida Education Identifier
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.

17. **District Number, Current Enrollment must be numeric and in the range 01-68 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 record would be rejected since the District Number, Current Enrollment is not in the appropriate range.

District Number, Current Enrollment	Student Number Identifier, Florida
01	012345677X
01	012345678X
* 00	012345679X

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 District Number, Current Enrollment and resubmit the record.

18.   Each Student Additional Funding record must be unique based on District Number, Current Instruction/Service; School Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and School Year. –first record accepted, all other duplicate records rejected-

EXAMPLE

The first and third records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected because it is a duplicate (same District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and School Year) of the first record.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	School Year
01	0381	123456780X	5	****
* 01	0381	123456780X	5	****
01	0250	429876546X	5	****

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

If the records accepted and loaded to the database are the correct ones 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 rejected record and resubmit the record. The district must delete any invalid records.

19.   If FTE Earned, Early Graduates is greater than zero, then District Number, Current   Enrollment   must   match   District   Number,   Current Instruction/Service. -record rejected-

EXAMPLE

The first record listed below would be loaded to the database assuming no other reject rule would cause their rejection. The second record would be rejected since the District Number, Current Instruction/Service and District Number, Current Enrollment does not match.

District Number, Current Instruction/Service	District Number, Current Enrollment	FTE Earned, Early Graduates
01	01	0.2500
* 02	01	0.2500

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 rejected record and resubmit the record.

40.   If FTE Earned, Early graduates is greater than zero, then a Student End of Year Status record must exist and the Diploma Type on the Student End of Year Status record must be W06, WFT, or WRW. The records should match based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period, and Year. –state validation–

EXAMPLE

The second and third records would cause a message to be generated because the FTE Earned, Early Graduates is greater than zero and the Diploma Type codes are not W06, WFT or WRW.

Student End of Year Status records

District Number, Current Enrollment	Student Number Identifier, Florida	Diploma Type
36	123456780X	W06
* 36	223456780X	W6A
* 36	323456780X	ZZZ

Student Additional Funding records

District Number, Current Enrollment	Student Number Identifier, Florida	FTE Earned, Early Graduates
36	123456780X	0.2500
* 36	223456780X	0.2500
* 36	323456780X	0.2500

DISTRICT RESPONSIBILITY

The district must review the Diploma Type codes and the FTE Earned, Early Graduates amounts and correct the items that are in error. The district must then resubmit the records.

41.   Each Student Additional Funding record must have a matching Student Demographic record based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and School Year. -state validation–

EXAMPLE

The Student Additional Funding 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.

Student Additional Funding records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year
01	123456780X	5	****
* 01	223456780X	5	****
01	429876546X	5	****

Student Demographic records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year
01	123456780X	5	****
01	429876546X	5	****

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district must delete the Student Additional Funding record or add a Student Demographic record to match the above key fields.

60. **If the FTE amount is greater than zero for either of the following data elements:**

- **FTE Earned: Advanced International Certificate of Education Diploma**
- **FTE Earned: Advanced International Certificate of Education Score**

then the student must have a Student Course Schedule record with a course number that matches a course identified in the Course Code Directory (AICE_) as an Advanced International Certificate of Education (AICE) course in Surveys 2 or 3 of the current school year. The District Number, Current Instruction/Service and School Number, Current Instruction/Service on the Student Additional Funding format must match the Student Course Schedule record and either the Student Number Identifier, Florida on the Student Additional Funding format or the Student Number Identifier - Alias, Florida on the Student Demographic format must match the Student Number Identifier, Florida on the Student Course Schedule record.

–exception report–

       EXAMPLE

       The first record listed below would pass this edit. The second record would not pass the edit because the FTE Earned: Advanced International Certificate of Education Score is greater than zero and the student does not have a Student Course Schedule record with a course number identified in the Course Code Directory for AICE courses in Surveys 2 or 3 of the current school year.

       Student Additional Funding records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	FTE Earned AICE Score
36	123456780X	5	****	0.12
* 36	223456780X	5	****	0.12

STUDENT ADDITIONAL FUNDING – EXCEPTION REPORTS

Student Demographic records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	Student Number Identifier Alias Florida
36	123456780X	5	****	1234567000
* 36	223456780X	5	****	3567901234

Student Course Schedule records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	Course Number
36	123456780X	3	****	1202360

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district must verify that the student took an Advanced International Certificate of Education (AICE) course. If the student did not take an AICE course, then the district must correct the FTE Earned: Advanced International Certificate of Education Score on the Student Additional Funding record. If a Student Course Schedule record is missing from Surveys 2 or 3, the district must submit a Student Course Schedule record for the omitted AICE course.

61. If the FTE amount is greater than zero for either of the following data elements:

- **FTE Earned: International Baccalaureate Diploma**
- **FTE Earned: International Baccalaureate Score**

then the student must have a Student Course Schedule record with a course number that matches a course identified in the Course Code Directory (IB_) as an International Baccalaureate (IB) course in Surveys 2 or 3 of the current school year. The District Number, Current Instruction/Service and School Number, Current Instruction/Service on the Student Additional Funding format must match the Student Course Schedule record and either the Student Number Identifier, Florida on the Student Additional Funding format or the Student Number Identifier – Alias, Florida on the Student Demographic format must match the Student Number Identifier, Florida on the Student Course Schedule record.

 –exception report–

     EXAMPLE

     The first record listed below would pass this edit. The second record would not pass the edit because the FTE Earned: International Baccalaureate Diploma is greater than zero and the student does not have a Student Course Schedule record with a course number identified in the Course Code Directory for IB courses in Surveys 2 or 3 of the current school year.

     Student Additional Funding records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	FTE Earned: International Baccalaureate Diploma
36	123456780X	5	****	0.30
* 36	223456780X	5	****	0.30

STUDENT ADDITIONAL FUNDING – EXCEPTION REPORTS

Student Demographic records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	Student Number Identifier, Alias Florida
36	123456780X	5	****	1234567000
* 36	223456780X	5	****	3567901234

Student Course Schedule Records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	Course Number
36	123456780X	3	****	0114860

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district must verify that the student took an International Baccalaureate (IB) course. If the student did not take an IB course, then the district must correct the FTE Earned: International Baccalaureate Diploma on the Student Additional Funding record. If a Student Course Schedule record is missing from Surveys 2 or 3 the district must submit a Student Course Schedule record for the omitted IB course.

62. **If the FTE Earned on College Entrance Examination Board Advanced Placement Test is greater than zero, and**

- **If District Number, Current Instruction/Service equals 01-68, or 72-75, then the student must have a Student Course Schedule record with a course number that matches a course identified in the Course Code Directory (AP_) as an Advanced Placement (AP) course in Surveys 2 or 3 of the current school year, or**

- **If District Number, Current Instruction/Service equals 71 and School Number, Current Instruction Service equals 0300 or 0400 or 0801, then the student must have a Student Course Schedule record with a course number that matches a course identified in the Course Code Directory (AP_) as an Advanced Placement (AP) course in Surveys 2, 3 or 4 of the current school year, or**

- **If District Number, Current Instruction is equal to 71 and School Number, Current Instruction/Service equal 0500 or, 0600, then the student must have a Student Course Schedule record with a course number that matches a course identified in the Course Code Directory (AP_) as an Advanced Placement (AP) course in Surveys 1, 2, 3, or 4 of the current school year.**

- **The District Number, Current Instruction/Service and School Number, Current Instruction/Service on the Student Additional Funding format must match the Student Course Schedule record and either the Student Number Identifier, Florida on the Student Additional Funding format or the Student Number Identifier—Alias, Florida on the Student Demographic format must match the Student Number Identifier, Florida on the Student Course Schedule record.**

    - exception report -

    EXAMPLE

    The first record listed below would pass this edit. The second record would not pass the edit because the FTE Earned: College Entrance Examination Board (CEEB) Advanced Placement Test is greater than zero and the student does not have a Student Course Schedule record with a course number identified in the Course Code Directory for AP course in Surveys 2 or 3 of the current school year.

STUDENT ADDITIONAL FUNDING – EXCEPTION REPORTS

Student Additional Funding records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	FTE Earned: CEEB AP Test
36	123456780X	5	****	0.24
* 36	223456780X	5	****	0.24

Student Demographic records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	Student Number Identifier, Alias Florida
36	123456780X	5	****	1234567000
* 36	223456780X	5	****	3567891234

Student Course Schedule records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Year	Course Number
36	123456780X	3	****	0708400

**** = Valid fiscal year for data submission.

DISTRICT RESPONSIBILITY

The district must verify that the student took an Advanced Placement (AP) course. If the student did not take an AP course, then the district must correct the FTE Earned: College Entrance Examination Board Advanced Placement Test amount on the Student Additional Funding record. If a Student Course Schedule record is missing from Surveys 2 or 3 the district must submit a Student Course Schedule record for the omitted AP course.