

**THE FOLLOWING CHANGES ARE FOR  
FISCAL YEAR  
1819**

**June 29, 2018**

# 2018-2019 Student Demographic Information

1. For reporting periods 1-4 submit this record for each student receiving instruction/service during that reporting period. Also, send a Student Demographic Information record for each student for whom one or more of the following record formats is being submitted even if the student is not receiving instruction/service during the reporting period: Student Discipline/Referral-Resultant Action and Federal/State Indicator Status. Do not send a Student Demographic Information record for a student who is in Home Education unless the student is also receiving instruction/service from the school district during the reporting period.
2. For reporting periods 2 and 3, also submit this record for any student who was identified as migrant ages 0-21, was not enrolled in school and has not graduated from high school. These records should be submitted with a School Number, Current Enrollment of 9997.
3. For reporting period 5 submit this record for any student (a) who was in membership at any time during the school year, (b) who was expected to attend school but did not enter as expected (c) for whom a Diploma Type of W43, W45, W52, W54, W55, W58 or W59 is being reported on the Student End of Year Status record, (d) who was identified as migrant ages 0-21, was not enrolled in school and has not graduated from high school, (e) who was identified as migrant ages 0-21, and served in a home education setting, (f) who participated in a Title I, Part C (Migrant) program at a private school, (g) who has been identified as disabled and received services provided by a district through a services plan, or (h) who participated in a Title I program at a private school. No records are needed in Survey 5 for McKay Scholarship students unless they attended a course in the school district or received services through a services plan as in (g).
4. For reporting period 9 submit this record for each student for whom an Institution Number, Neglected/Delinquent code is being reported.
5. For reporting period 6 submit this record for each KG-12 student identified as in membership on the survey date. Do not send this record for students who were expected to attend school but did not enter (DNE) as expected for unknown reasons. Exceptional Student Education Prekindergarten (PK) students and PK children of students in the Teenage Parent Program who are in membership on the survey date should also be submitted. Required fields to be reported are: District Number, Current Instruction/Service; District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Year; Student Number Identifier - Alias, Florida; Student Name, Legal; Gender; Grade Level; Birth Date and Florida Education Identifier (FLEID). If the Student Number Identifier, Local is reported, it will be included on designated reports as in all other survey periods. Data may be sent for other fields, but the data is not needed and default values will be loaded to the data base for these non-required elements.
6. For reporting period 8 submit this record for each Grade Level 03-12 student who will participate in the Progress Monitoring and Reporting Network (PMRN) this school year. Required fields to be reported are: District Number, Current Instruction/Service; District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Year; Student Number Identifier - Alias, Florida; Student Name, Legal; Gender; Grade Level; Birth Date, Responsible Instructor, Reading and Florida Education Identifier (FLEID). If the Student Number Identifier, Local is reported, it will be included on designated reports as in all other survey periods.

Data may be sent for other fields, but the data is not needed and default values will be loaded to the data base for these non-required elements.

7. **STUDENT NAME LEGAL:** The district must submit student names for each student. The student name field will be used to ensure efficient editing and verification of records during reporting periods and to facilitate Department monitoring and auditing activities requiring access to district individual student records.
8. **SCHOOL NUMBER, CURRENT ENROLLMENT:** For Survey 9, for students for whom an Institution Number, Neglected/Delinquent code is being reported, report the school of enrollment as of the time the student attended the Neglected/Delinquent Institution. For private school students who participated in a Title I program use 9995 for the School Number, Current Enrollment. For private school students who participated in a Title I, Part C (Migrant) program use 9992 for the School Number, Current Enrollment. For home education students who participated in a Title I Part C (Migrant) program use 9993 for School Number, Current Enrollment.
9. **YEAR:** For reporting periods 1 through 4 and 9, this field will contain fiscal year. For reporting period 5, this field will contain school year. Refer to the element Year in the DOE Information Data Base Requirements: Volume I - Automated Student Information System for definitions.
10. **PRIMARY INSTRUCTOR RESPONSIBLE, READING:** Report during reporting period 8 for students in the Progress Monitoring and Reporting Network (PMRN). For Grades 03-05 students, report the teacher who provides the ninety minutes of initial (core) reading instruction. For Grades 6-12 students enrolled in a reading intervention class report the teacher of the reading intervention class. Students not enrolled in a reading intervention class, report the teacher of language arts. All teachers reported here must also have a Staff Demographic Information record. Report all zeroes in all other survey periods.
11. **INSTITUTION NUMBER, NEGLECTED/DELINQUENT:** The number assigned to the institution for neglected or delinquent children as defined in Title I, Parts A and D, of the Elementary and Secondary Education Act, as amended by Public Law 114-95.  
Report this number in survey period 9 for students who are ages 5-17 inclusive who resided or were present in an institution for neglected or delinquent children for at least one day during the designated 30 day count period in the reporting year. The count period (which may be set separately for each institution) is 30 consecutive calendar days at least one of which falls within the month of October. Submit up to three eligible institutions on a Student Demographic Information format. Matching records are not required for these students in survey period 9.

For Survey Period 5 submit this number for any student, ages 5-17 inclusive, who resided in a locally operated residential neglected or delinquent facility or was present in a locally operated non-residential neglected or delinquent program at any time between July 1 and June 30 of the reporting year.

Also, submit this number for any student, under age 21, who resided in a state operated residential delinquent or neglected program (Washington) at any time between July 1 and June 30 of the reporting year.

12. ZONED DISTRICT AND SCHOOL: Submit this information in Survey Periods 2 and 3 for each student enrolled in an alternative school or designated as hospital/homebound during survey week. These elements should be zero-filled for survey periods 1, 4, 5 and 9.
13. LUNCH STATUS. For Survey Period 5, report a student as eligible for free or reduced price lunch if the student was eligible at any time during the school year.
14. DATE ENTERED UNITED STATES SCHOOL: Submit this information in Survey Periods 2, 3 and 5 for students coded LY or LP on the English Language Learners, PK-12 data element. Also submit this information in Surveys 2, 3 and 5 for Immigrant Students reported on the Federal/State Indicator Status format with a code of Y, unless Grade Level = PK then date should be reported as all zeros.
15. KEY FIELDS: The key fields for this format are item numbers 1, 4, 5 and 6. If a key field needs to be changed, the record must be deleted and re-submitted as an add.
16. ERROR CODES: This field is used by the Department to report to districts the specific errors found in the record during the state edit process. This field should contain filler (spaces, blanks) when the record is transmitted to the Department.

' \* ' indicates key fields. (Click on the link to view or download a pdf version of the document)

Item No.	From-To	Size	Field Char.	Field Description
1	1-2	2	N/R	<a href="#">District Number, Current Instruction/Service</a> *
2	3-4	2	N/R	<a href="#">District Number, Current Enrollment</a>
3	5-8	4	A/N/R	<a href="#">School Number, Current Enrollment</a>
4	9-18	10	A/N	<a href="#">Student Number Identifier, Florida</a> *
5	19-19	1	N	<a href="#">Survey Period Code</a> *
6	20-23	4	N	<a href="#">Year</a> *

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7	24-33	10	A/N	Student Number Identifier - Alias, Florida
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8	34-75	42	A/N/L	Student Name, Legal
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9	76-77	2	A/N	District Number, Zoned School
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10	78-81	4	A/N	School Number, Zoned School
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11	82-82	1	A	Gender
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12	83-83	1	A	Filler
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13	84-93	10	A/N	Student Number Identifier, Local
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14	94-96	3	A/N	Filler
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15	97-98	2	A	English Language Learners, PK-12
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16	99-99	1	A/N	Resident Status, State/County
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17	100-101	2	A/N	Grade Level
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18	102-102	1	A/N	Student Characteristic, Agency Programs
19	103-103	1	A	Transaction Code
20	104-105	2	A/N	Native Language, Student
21	106-106	1	A/N	Filler
22	107-108	2	A/N	Primary Language Spoken in Home
23	109-110	2	A/N	Country of Birth
24 Date	111-118	8	A/N	English Language Learners: Home Language Survey
25	119-126	8	N	Birth Date
26	127-129	3	A/N	Filler
27	130-137	8	A/N	Qualifying Arrival Date (QAD) for Migrant Program Eligibility
28	138-138	1	A/N	Lunch Status

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29	139-139	1	A	Filler
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30	140-140	1	A	Additional School Year Student
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31	141-141	1	A/N	Migrant Status Term
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32	142-142	1	A/N	Graduation Option
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33	143-146	4	A/N	Institution Number, Neglected/Delinquent (First)
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34	147-150	4	A/N	Institution Number, Neglected/Delinquent (Second)
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35	151-152	2	N	Residence County
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36	153-153	1	A	Ethnicity
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37	154-154	1	A	Race: American Indian or Alaska Native
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38	155-155	1	A	Race: Asian
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39	156-156	1	A	Race: Black or African American
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40	157-157	1	A	Race: Native Hawaiian or Other Pacific Islander
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41	158-158	1	A	Race: White
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42	159-167	9	A/N	Primary Instructor Responsible, Reading
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43	168-171	4	A/N	Institution Number, Neglected/Delinquent (Third)
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44	172-179	8	N	Date Entered United States School
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45	180-218	39	A/N	Filler
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46	219-232	14	A/N	Florida Education Identifier
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47	233-240	8	A/N	Filler/Error Codes

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Last Updated: 7/1/2018



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

Year: 2018-19

Data Element Number: **144080**

Data Element Name: **English Language Learners: Basis of Exit**

A one-character code used to indicate the basis of exit out of the English for Speakers of Other Languages (ESOL) program.

Code	Definition/Example
H	For grades K-2, qualifying exit scores on the English Language Assessments per Rule 6A-6.0903.
I	For grades 3-10, qualifying exit scores on the English Language Assessments per Rule 6A-6.0903, including an achievement level of 3 or higher on FCAT Reading or FSA in English Language Arts (ELA).
J	For grades 10-12, qualifying exit scores on the English Language Assessments per Rule 6A-6.0903 and a score on the 10th Grade FCAT Reading or FSA in English Language Arts (ELA) sufficient to meet applicable graduation requirements or an equivalent concordant score pursuant to Section 1008.22, F.S.
L	English Language Learners (ELL) Committee, for grades K-12, exiting the ESOL program through meeting two of five criteria in Rule 6A-6.0903, F.A.C., not solely through qualifying exit scores on the English Language Assessments.
Z	Not Applicable

NOTE: Report one or two English Language Learners: Basis of Exit codes.

**Length:** 1

**Data Type:** Alphanumeric

**Year Implemented:** 9596

**State Standard:** No

**Use Types:**

State Reporting: Yes

Local Accountability: Yes

FASTER: Yes

Migrant Tracking: No

**Required Grades:** KG-12

**Programs Required:**

English Language Learners

**Formats Required:**

English Language Learners Information DB9 10x

**Surveys Required:**

Survey 2 Yes

Data Element Number: 144080

Data Element Name: English Language Learners: Basis of Exit

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Survey 3 Yes

Survey 5 Yes


**Appendixes:**

None

**Description of Changes:**

7/1/2018	Codes	Added clarifying language to code L.
7/1/2018	Notes	Revised note deleting reference to codes B-G.
7/1/2018	Definition	Revised definition deleting reference to codes B-F.
7/1/2018	Codes	Deleted codes that are no longer valid for reporting (A, B, C, D, E, F, G, R).
4/12/2016	Codes	Deleted reference to code I for grade 11.
4/12/2016	Codes	Updated information for codes H, I and J to reference new assessment.
7/1/2015	Surveys Required	Survey 7 Removed from Required Surveys
5/26/2015	Notes	Added a note concerning grade 11.
5/26/2015	Codes	Updated language to existing code definitions to include legislative changes
11/4/2011	Codes	Codes B, C, D, E and F are being phased out. They are valid only for students who exit prior to the 2012 CELLA administration. Codes H, I and J were added.

## DROPOUT PREVENTION PROGRAM DATA - REJECT RULES

-  6. If Dropout Prevention/Juvenile Justice Programs code is U, R, A, E, N, P, D, J or W, then Dropout Prevention Program Enrollment Date must be numeric, a valid date, greater than or equal to 07/01/2007 and less than 08/31/2019. -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 Dropout Prevention Program Enrollment Date is not numeric. The fourth record would be rejected because the Dropout Prevention Program Enrollment Date is an invalid date.


Student Number Identifier, Florida	Survey Period Code	School Year	Dropout Prevention Program/ Juvenile Justice Programs	Dropout Prevention Program Enrollment Date
123456789X	5	****	U	09272012
123456788X	5	****	D	10152011
* 6212345678	5	****	U	XXXXXXXXX
* 6212345679	5	****	U	14032012

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

### 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 Program Enrollment Date and resubmit the records.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **25. If Grade Level on the Student Course Schedule record is PK, the Reading Intervention Component code must be Z. If Survey Period Code = 2 or 3 and if Grade is KG-12, the Reading Intervention Component 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 and fourth records would be rejected because the Reading Intervention Component codes are not valid for the Grade Levels.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Course Number	Reading Intervention Component	Grade Level
01	123456789X	2100010	Y	06
01	123456790X	2100010	N	10
* 01	123456791X	2100010	Z	01
* 01	123457891X	5100520	N	PK

### 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 Reading Intervention Component codes and resubmit the records.

## STUDENT DISCIPLINE/RESULTANT ACTION – VALIDATION RULES

31. For surveys 2 and 3, each Student Discipline/Resultant Action record must have a matching Student Demographic record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and School Year unless School Number/Current Enrollment is N998 or N999. For survey 5, each Student Discipline/Resultant Action record must have a matching Student Demographic and Student End of Year Status record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and School Year unless School Number/Current Enrollment is N998 or N999. -state validation 3-

### EXAMPLE

The first two records below would not pass this edit because they do not have matching Student Demographic records. The third record below would pass this edit because there is a matching Student Demographic Information record.

#### *Student Discipline/Resultant Action*

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	School Year
* 01	012345678X	5	****
* 01	012345692X	2	****
01	012384567X	2	****

#### *Student Demographic Information*


District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	School Year
01	012384567X	2	****

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

### DISTRICT RESPONSIBILITY

The district must delete the Student Discipline/Resultant Action records or add matching Student Demographic Information records.

## STUDENT END OF YEAR STATUS – REJECT RULES

 **3P.** If Grade Level = 3 and if the student exists on the table of students who scored at Level 1 in Reading on the 3rd Grade English Language Arts Florida Standards Assessment (ELA FSA) (matched on District Number, Current Enrollment and Florida Education Identifier), then Grade Promotion Status must = A, N or R. – reject rules –

### 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 student appears on the table of students who scored at Level 1 in Reading on the ELA SSA and the Grade Promotion Status is = P.

*Student End of Year Status records*

District Number, Current Enrollment	Florida Education Identifier	Survey Period Code	Grade Promotion Status
36	FL123456780000	5	A
36	FL423456780000	5	R
* 36	FL223456780000	5	P

### DISTRICT RESPONSIBILITY

The district must correct the Grade Promotion Status code on the Student End of Year Status record that is in error and resubmit the record.