

STUDENT DEMOGRAPHIC – REJECT RULES

1. **District Number, Current Instruction/Service must be correct for the district submitting the data. -record rejected-**

EXAMPLE

If district 01 is submitting records, District Number, Current Instruction/Service must be 01 for all records. In the records listed below, the first two records would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected since the District Number, Current Instruction/Service is 02 rather than 01 (the number of the district submitting the record).

| District Number, Current Instruction/Service | School Number, Current Enrollment | Student Number Identifier, Florida |
|--|-----------------------------------|------------------------------------|
| 01 | 0021 | 012345677X |
| 01 | 0021 | 012345678X |
| * 02 | 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 data base, the district must correct the District Number, Current Instruction/Service and resubmit the record.

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2. District Number, Current Enrollment must be numeric and in the range 01-69 or 71-75. -record rejected-

EXAMPLE

The first two records listed below would be written to the data base 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 | School Number, Current Enrollment | 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 data base, the district must correct the District Number, Current Enrollment and resubmit the record.

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3. If Survey Period Code is 1-4 or 9, School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001 or it must be 9992, 9993, 9997, N998 or N999. If Survey Period Code is 5, School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001 or it must be 9992, 9993, 9995, 9997, N998 or N999. If Survey Period Code is 6, 7 or 8, School Number Current Enrollment must be numeric in the range 0001 to 9899, excluding 3518 and 9001. -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the School Number, Current Enrollment is not in the appropriate numerical range. The fourth record would be rejected because the School Number, Current Enrollment is not numeric, N998 or N999.

| District Number, Current Enrollment | School Number, Current Enrollment | 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 data base, the district must correct the School Number, Current Enrollment and resubmit the records.

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4. 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 01-75 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 Data Base Requirements: Volume I -- Automated Student Information System Manual.

EXAMPLE

The first two records listed below would be loaded to the data base 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 digit 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 while the tenth position is numeric. The sixth record would be rejected because the tenth position contains an "X", and the first three positions are all zeroes.

| District Number, Current Enrollment | School Number, Current Enrollment | 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 data base, the district must correct the Student Number Identifier, Florida and resubmit the records.

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- 5. Survey Period Code must be 1, 2, 3, 4, 5, 6, 7, 8 or 9 and must be correct for the submission specified by the district. -record rejected-**

EXAMPLE

The Survey Period Code as specified in the transmission Job Control Language (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.

- 6. Year must be correct for the submission specified by the district. -record rejected-**

EXAMPLE

The Year as specified in the transmission JCL or in statements for tape transmission is identified as "0001". However, records on the transmission have Year coded as "0102". All updates, adds or deletes with this inconsistency would be rejected.

DISTRICT RESPONSIBILITY

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

STUDENT DEMOGRAPHIC – REJECT RULES

7. The first nine positions of Student Number Identifier-Alias, Florida must be numeric. The tenth position of Student Number Identifier-Alias, Florida must either be an "X" or numeric. If the tenth position of Student Number Identifier-Alias, Florida is numeric, the first two digits must be a valid district number in the range 01-75 or 78-79. -record rejected-

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

EXAMPLE

The first two records listed below would be loaded to the data base 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-Alias, Florida, the tenth digit must be an "X". The fourth record would be rejected because the Student Number Identifier-Alias, Florida contains blanks. The fifth record would be rejected because the first two digits are not a valid district number while the tenth position is numeric.

| District Number, Current Instruction/Service | School Number, Current Enrollment | Student Number Identifier-Alias, Florida |
|---|--------------------------------------|--|
| 01 | 0151 | 1234567891 |
| 01 | 0151 | 123456789X |
| * 01 | 0151 | 123456789C |
| * 01 | 0151 | 123456789 |
| * 01 | 0151 | 0023456791 |

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 data base, the district must correct the Student Number Identifier-Alias, Florida and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

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

STUDENT DEMOGRAPHIC – REJECT RULES

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

EXAMPLE

The first, third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second and fifth records would be rejected since they are duplicates (same District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and Year) of the first and fourth records, respectively.

| District Number, Current Instruction/Service | Student Number Identifier, Florida | Survey Period Code | Year |
|--|------------------------------------|--------------------|------|
| 01 | 012345675X | 2 | **** |
| * 01 | 012345675X | 2 | **** |
| 01 | 012345677X | 2 | **** |
| 01 | 012345678X | 2 | **** |
| * 01 | 012345678X | 2 | **** |

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

DISTRICT RESPONSIBILITY

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

STUDENT DEMOGRAPHIC – REJECT RULES

10. 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 data base 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 Enrollment | 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 data base, the district must correct the Student Number Identifier, Local and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

11. If Survey Period is 5 or 9, Institution Number, Neglected/Delinquent (First); Institution Number, Neglected/Delinquent (Second) and Institution Number, Neglected/Delinquent (Third) must be numeric in the range 0000 to 9899 or they must be a district assigned 3 digit number preceded by an A. If Survey Period is not 5 or 9, Institution Number, Neglected/Delinquent must be 0000. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Institution Number, Neglected/Delinquent is not in the appropriate numerical range. The fourth record would be rejected because the Survey Period is 2 and the Institution Number, Neglected/Delinquent is not 0000.

| District Number, Current Enrollment | Survey Period Code | Institution Number, Neglected/Delinquent | Student Number Identifier, Florida |
|-------------------------------------|--------------------|--|------------------------------------|
| 01 | 2 | 0000 | 012345676X |
| 01 | 5 | A006 | 012345677X |
| * 01 | 9 | 9999 | 012345678X |
| * 01 | 2 | A006 | 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 data base, the district must correct the Institution Number, Neglected/Delinquent and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

12. If the Institution Number, Neglected/Delinquent (First); Institution Number, Neglected/Delinquent (Second) or Institution Number, Neglected/Delinquent (Third) is not 0000 then it must be a valid institution for neglected/delinquent children in the District of Enrollment. (This edit does not apply to Survey Periods 6 and 8.) –record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because the institution numbers are not on the Department of Education's list of valid institutions for neglected or delinquent children.

| District Number, Current Enrollment | Survey Period Code | Institution Number, Neglected/Delinquent | Student Number Identifier, Florida |
|-------------------------------------|--------------------|--|------------------------------------|
| 01 | 9 | 0701 | 012345676X |
| 01 | 9 | A006 | 012345677X |
| * 01 | 9 | A352 | 012345678X |
| * 01 | 9 | 9678 | 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 data base, the district must correct the Institution Number, Neglected/Delinquent and resubmit the records or supply correct information about the qualifications of these institutions to the designated contact person at the Department of Education so that these institutions can be added to the list of valid institutions. Following addition of the institutions to the list of valid institutions the district must resubmit the records for processing.

STUDENT DEMOGRAPHIC – REJECT RULES

13. If Institution Number, Neglected/Delinquent (First) is 0000 then Institution Number, Neglected/Delinquent (Second) must also be 0000. If Institution Number, Neglected/Delinquent (First) or Institution Number, Neglected/Delinquent (Second) is 0000 then Institution Number, Neglected/Delinquent (Third) must be 0000. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Institution Number, Neglected/Delinquent (First) is 0000 and Institution Number, Neglected/Delinquent (Second) and Institution Number, Neglected/Delinquent (Third) contain an institution number.

| District Number, Current Enrollment | Institution Number, Neglected/Delinquent (First) | Institution Number, Neglected/Delinquent (Second) | Institution Number, Neglected/Delinquent (Third) |
|-------------------------------------|--|---|--|
| 01 | 0701 | 0000 | 0000 |
| 01 | A006 | 5678 | 9876 |
| * 01 | 0000 | 3456 | 5432 |

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 data base, the district must correct Institution Number, Neglected/Delinquent (First); Institution Number, Neglected/Delinquent (Second) and/or Institution Number, Neglected/Delinquent (Third) and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

14. If Survey Period is 2 or 3 and Grade Level is 30 or 31, then School Number, Current Enrollment must be 9997 – record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause it rejection. The second record would be rejected because School Number, Current Enrollment is not 9997 for a student in Grade Level 30.

| District Number, Current Enrollment | School Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Grade Level |
|-------------------------------------|-----------------------------------|------------------------------------|--------------------|-------------|
| 01 | 9997 | 012345675X | 2 | 30 |
| * 01 | 0021 | 012345675X | 2 | 30 |

DISTRICT RESPONSIBLE

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 data base, the district must correct the School Number, Current Enrollment or the Grade Level and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

15. If Migrant Status Term is D, E, S, B or X, Birth Date must be 09011991 through 08312014 inclusive. (This edit does not apply to Survey Periods 6 and 8.). -record rejected-

EXAMPLE

The first record would be rejected because the Birth Date is not in the acceptable range. The second and third records would be loaded to the data base assuming no other reject rule would cause their rejection.

| Student Number Identifier, Florida | Survey Period Code | Year | Migrant Status Term | Birth Date |
|---------------------------------------|--------------------------|------|---------------------------|---------------|
| * 0123456789X | 5 | **** | D | 09141983 |
| 0123456790X | 5 | **** | S | 01092003 |
| 0123456791X | 5 | **** | B | 10191999 |

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

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 data base, the district must correct the Birth Date or the Migrant Status Term and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

16.

- If Survey Period Code = 1, 2, 4, 5, 7 or 9, then District Number, Zoned School must be filled with zeroes.
- If Survey Period Code = 3, then District Number, Zoned School must be 00-67.

(This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first two records listed below would be written to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the District Number, Zoned School is outside the specified range.

| Survey Period Code | District Number, Zoned School | School Number, Zoned School |
|--------------------|-------------------------------|-----------------------------|
| 01 | 00 | 0000 |
| 02 | 00 | 0000 |
| * 03 | 69 | 0114 |

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 data base, the district must correct the District Number, Zoned School and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

17. If Survey Period Code = 1, 2, 4, 5, 7 or 9, then School Number, Zoned School must be filled with zeroes.

→ • If Survey Period Code = 3 and District of Instruction is not 71 and School of Enrollment

○ Is in the range 0001-9899 but not 3518, 7001, 7004, 7006, 7023 and

○ school function setting is not D (DJJ) on MSID and

○ the Charter School Status is Z (not Charter) on MSID and

→ ○ Grade Level code is KG-12 and

○ the Accountability ESE Center is Y or the Primary Service Type is B (Alternative Education) on MSID and

→ ○ Neglected, Delinquent status is not (D) or (N) on MSID

○ then School Number, Zoned School must be an active school for the District Number, Zoned School on the Master School Identification file unless District of Instruction is 68 in which case School Number, Zoned School can also be zeroes.

○ All others, School Number, Zoned School must be zeroes.

(This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first two records listed below would be written to the data base assuming no other reject rule would cause their rejection. The third record would be rejected since the School Number, Zoned School is not zero- filled for survey 2. The fourth record would be rejected since the School Number, Zoned School is not a valid number on the Master School Identification file.

| Survey Period Code | District Number, Zoned School | School Number, Zoned School |
|--------------------|-------------------------------|-----------------------------|
| 3 | 00 | 0000 |
| 3 | 00 | 0000 |
| * 2 | 00 | 0345 |
| * 3 | 02 | 9990 |

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 data base, the district must correct the School Number, Zoned School and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

➔ **18. If School Number, Current Enrollment is not 3518, 9992, 9993, 9995 or 9997, then there must be a valid association between the Grade Level listed below and the student's age. For Survey Periods 1-4, age will be determined as of Date Certain (Friday) of the survey period. For Survey Period 5, age will be determined as of Date Certain of Survey 3. For Survey Periods 6 and 7, age will be determined as of the Survey Due Date. For Survey Periods 8 and 9, age will be determined as of Date Certain of Survey 2. –record rejected-**

| Grade Level | Age |
|-------------|-----------------------|
| PK----- | not equal to 9+ |
| KG----- | not equal to 0-3, 11+ |
| 1----- | not equal to 0-4, 12+ |
| 2----- | not equal to 0-4, 13+ |
| 3----- | not equal to 0-4, 14+ |
| 4----- | not equal to 0-4, 15+ |
| 5----- | not equal to 0-4, 16+ |
| 6----- | not equal to 0-4, 18+ |
| 7----- | not equal to 0-4, 19+ |
| 8----- | not equal to 0-4, 20+ |
| 9----- | not equal to 0-4, 27+ |
| 10----- | not equal to 0-4, 28+ |
| 11----- | not equal to 0-4, 29+ |
| 12----- | not equal to 0-4, 30+ |

EXAMPLE

The records below without an asterisk would be loaded to the data base assuming no other reject rule would cause their rejection. The records below which are marked with an asterisk would be rejected because of the invalid association between the Grade Level of the student and the student's Birth Date.

| Student Number Identifier, Florida | Year | Survey Period Code | Grade Level | Birth Date |
|---|------|--------------------------|----------------|---------------|
| * 123456788X | 1011 | 2 | 02 | 02021994 |
| 123456786X | 1011 | 2 | 08 | 05051992 |
| 123456785X | 1011 | 2 | PK | 12022007 |
| * 123456789X | 1011 | 2 | 12 | 08172010 |

STUDENT DEMOGRAPHIC – REJECT RULES

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 data base, the district must correct the Grade Level or Birth Date so that there is a valid relationship between these two data elements and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

1A. Ethnicity code must be Y or N. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the Ethnicity code is not valid. The second record would be rejected because the Ethnicity code was left blank.

| Student Number Identifier, Florida | Gender | Ethnicity |
|---------------------------------------|--------|-----------|
| * 012345678X | M | Z |
| * 012345679X | F | |

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 data base, the district must correct the Ethnicity code and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

1B. Race: American Indian or Alaska Native, Race: Asian, Race: Black or African American, Race: Native Hawaiian or Other Pacific Islander, and Race: White codes must be Y or N. (This edit does not apply to Survey Periods 6 and 8.)
-record rejected-

EXAMPLE

The record listed below would be rejected because the first and third examples do not contain valid codes for Race: American Indian or Alaska Native and Race: Black or African American; and the fourth example contains a blank for Race: Native Hawaiian or Other Pacific Islander.

| Student Number Identifier, Florida | Race: American Indian or Alaska Native | Race: Asian | Race: Black or African American | Race: Native Hawaiian or Other Pacific Islander | Race: White |
|---|--|----------------|--|--|----------------|
| * 012345678X | Z | Y | Z | | N |

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the Race: American Indian or Alaska Native, Race: Black or African American, and Race: Native Hawaiian or Other Pacific Islander codes and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

➔ **1C. At least one Race code (Race: American Indian or Alaska Native, Race: Asian, Race: Black or African American, Race: Native Hawaiian or Other Pacific Islander, or Race: White) must be Y. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-**

EXAMPLE

The student record listed below would be rejected because there is not a Y code for any of the Races.

| Student Number Identifier, Florida | Race: American Indian or Alaska Native | Race: Asian | Race: Black or African American | Race: Native Hawaiian or Other Pacific Islander | Race: White |
|------------------------------------|--|-------------|---------------------------------|---|-------------|
| * 012345678X | N | N | N | N | N |

DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must code at least one of the Races with a Y and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

1D. If Survey Period equals 8, then Primary Instructor Responsible, Reading code must be numeric and greater than zero or the first two positions must be “CS” and the last seven positions must be numeric. If Survey Period does not equal 8, then Primary Instructor Responsible, Reading code must be all zeroes (This edit does not apply to Survey Period 6.) –record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause it rejection. The second record would be rejected because the Primary Instructor Responsible, Reading code was left blank. The third record would be rejected because the Primary Instructor Responsible, Reading code is all zeros.

| District Number, Current Enrollment | School Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Primary Instructor Responsible, Reading |
|-------------------------------------|-----------------------------------|------------------------------------|--------------------|---|
| 01 | 0021 | 012345675X | 8 | 262451234 |
| * 01 | 0021 | 012345676X | 8 | |
| * 01 | 0021 | 012345678X | 8 | 000000000 |

DISTRICT RESPONSIBLE

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 data base, the district must correct the Primary Instructor Responsible, Reading code and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

1E. If School Number, Current Enrollment is 7004 then Grade Level must be KG through 12. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first and third records listed below would be written to the data base assuming no other reject rule would cause their rejection. The second record would be rejected since the Grade Level is not in the appropriate range.

| District Number, Current Enrollment | School Number, Current Enrollment | Grade Level |
|--|--------------------------------------|----------------|
| 04 | 7004 | 06 |
| * 04 | 7004 | PK |
| 04 | 7004 | 10 |

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 data base, the district must correct the Grade Level and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

20. The Student Name, Legal: Last Name must not be blank (Z-fill is NOT allowed). Allowable characters include double or single quotation marks, commas, slashes, periods, parentheses, hyphens and accent marks. -record rejected-

EXAMPLE

The record listed below would be rejected because the Student Name, Legal: Last Name is blank.

| District Number, Current Instruction/ Service | Student Number Identifier, Florida | Student Name, Legal: Last Name | Student Name, Legal: First Name | Student Name, Legal: Middle/Maiden Name or Initial |
|--|---|---|--|--|
| * 01 | 0123456789 | | Clinton | S |

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 data base, the district must correct the Student Name, Legal: Last Name and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

21. The Student Name, Legal: First Name must not be blank (Z-fill is NOT allowed). Allowable characters include double or single quotation marks, commas, slashes, periods, hyphens and accent marks. Student middle name/appendage may be blank but must not include nondisplayable characters. Allowable characters include double or single quotation marks, commas, slashes, periods, parentheses, hyphens and accent marks. -record rejected-

EXAMPLE

The record listed below would be rejected because the Student Name, Legal: First Name is blank.

| District Number, Current Instruction/ Service | Student Number Identifier, Florida | Student Name, Legal: Last Name | Student Name, Legal: First Name | Student Name, Legal: Middle/Maiden Name or Initial |
|--|---|---|--|--|
| * 01 | 0123456789 | Williams | | L |

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 data base, the district must correct the Student Name, Legal: First Name and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

22. If School Number, Current Enrollment is not 9995, then Birth Date must be numeric and a valid date in the format MMDDYYYY. -record rejected-

EXAMPLE

Each of the records listed below would be rejected. The first record would be rejected because Birth Date is not numeric; the second record would be rejected because Birth Date is an invalid date.

| Student Number Identifier, Florida | Survey Period Code | Year | Birth Date |
|------------------------------------|--------------------|------|------------|
| * 012345678X | 2 | **** | ZZZZZZZZ |
| * 012345679X | 2 | **** | 02301985 |

**** = 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 data base, the district must correct the Birth Date and resubmit the records.

23. Gender code must be M or F. -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the gender code is not M or F. The second record would be rejected because gender code was left blank.

| Student Number Identifier, Florida | Gender |
|------------------------------------|--------|
| * 012345678X | Z |
| * 012345679X | |

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 data base, the district must correct the gender code and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

26. If Survey Period Code = 3 and School Number, Zoned School is greater than 0000, then District Number, Zoned School must be greater than 00. If the District Number, Zoned School is greater than 00, then School Number, Zoned School must be greater than 0000. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because District Number, Zoned School is not greater than 00 for a School Number, Zoned School that is greater than zero.

| Survey Period Code | District Number, Zoned School | School Number, Zoned School |
|-----------------------|----------------------------------|--------------------------------|
| 03 | 01 | 0602 |
| * 03 | 00 | 0604 |

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 data base, the district must correct the District Number, Zoned School or School Number, Zoned School and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

27. If Survey Period is 1, 2, 3, 4, 5, or 9, English Language Learners, PK-12 code must be LY, LF, LP, LZ, or ZZ. If Survey Period is 7, English Language Learners, PK-12 code must be LY, LF or LP. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the English Language Learners, PK-12 code is not valid. The second record would be rejected because the English Language Learners, PK-12 code was left blank.

| Student Number Identifier, Florida | English Language Learners, PK-12 | Survey Period Code |
|------------------------------------|----------------------------------|--------------------|
| * 012345678X | 00 | 5 |
| * 012345679X | | 5 |

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 data base, the district must correct the English Language Learners, PK-12 codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

28. If Survey Period Code is 5 or 9 and School Number, Current Enrollment is not 9995, Resident Status, State/County code must be 0, A, B, 2, 3, 4, 5, 6, or 7. If Survey Period Code is 1-4 or 7, Grade Level is not 30 or 31, and School Number, Current Enrollment is not 9995, then Resident Status, State/County code must be 0, A, B, 2 or 3. If Survey Period Code is 2 or 3, Grade Level is 30 or 31, and School Number, Current Enrollment is not 9995, then Resident Status, State/County code must be 4, 5, 6, or 7. If School Number, Current Enrollment = 9995, then Resident Status State/County must be Z. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the Resident Status, State/County code is invalid. The second record would be rejected because the Resident Status, State/County code was left blank.

| Student Number Identifier, Florida | Resident Status, State/County |
|---------------------------------------|-------------------------------------|
| * 012345678X | F |
| * 012345679X | |

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 data base, the district must correct the Resident Status, State/County codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

29. If Survey Period Code = 1, 4, 6, or 9, Grade Level code must be PK, KG, or 01-12. If Survey Period Code = 8, then Grade Level must be KG or 01-12. If Survey Period Code = 9, then Grade Level may also = 30 if Institution Number, Neglected/Delinquent (First) does not =0000. If Survey Period Code = 2, 3 or 5, Grade Level code must be PK, KG, 01-12, 30 or 31. If Survey Period Code = 7 then Grade Level code must be KG or 01-12. -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the Grade Level code is invalid. The second record would be rejected because the Grade Level code was left blank.

| Student Number Identifier, Florida | Grade Level |
|---------------------------------------|----------------|
| * 012345678X | K |
| * 012345679X | |

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 data base, the district must correct the Grade Level codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

30. If Survey Period Code is 1-4, 5 or 9, Student Characteristic, Agency Programs code must be A, C or Z. If Survey Period Code is 7, Student Characteristic, Agency Programs code must be Z. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The records listed below would be rejected. In each case the Student Characteristic, Agency Programs code is not a valid code.

| Student Number Identifier, Florida | Student Characteristic, Agency Programs |
|---------------------------------------|---|
| * 012345678X | P |
| * 012345679X | 0 |

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 data base, the district must correct the Student Characteristic, Agency Programs codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

31. If Survey Period Code is 1-5 or 9; and

- If Grade Level equals 9 – 12; and
- If School Number, Current Enrollment does not equal 9992, 9993, 9995, 9997, N998, N999, or 3518; or
- If both District Number, Current Instruction/Service and District Number, Current Enrollment equal 71;

then Graduation Option code must be 1, 2, 3, 4, 5, 6, 7, 8 or 9.

If School Number, Current Enrollment = 9992, 9993, 9995, 9997, N998, N999, 3518, or

- if District Number, Current Instruction/Service equals 71 and District Number, Current Enrollment does not equal 71,

then Graduation Option code must be Z.

If Grade Level equals PK – 8, 30, or 31, then Graduation Option code must be Z.

If Survey Period Code = 7, then Graduation Option code must be Z.

(This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first two records would be loaded to the database assuming no other reject rules would cause their rejection. The third record would be rejected because Graduation Option does not equal 1-9. The fourth record would be rejected because Graduation Option does not equal Z.

| District Number, Current Enrollment | School Number, Current Enrollment | Student Number Identifier, Florida | Grade Level | Graduation Option |
|--|--------------------------------------|---------------------------------------|----------------|----------------------|
| 01 | 0001 | 0123456789 | 10 | 3 |
| 01 | 0001 | 0123456790 | 07 | Z |
| * 01 | 0001 | 0123456791 | 11 | Z |
| * 01 | 3518 | 0123456792 | 12 | 1 |

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 data base, the district must correct the Grade Level; School Number, Current Enrollment or Graduation Option so that the proper relationship exists, and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

33. Qualifying Arrival Date (QAD) for Migrant Program Eligibility must be numeric and a valid date or must be all zeroes. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first three records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The fourth record would be rejected because the Qualifying Arrival Date (QAD) for Migrant Program Eligibility is not a valid date.

| Student Number Identifier, Florida | Survey Period Code | Year | Qualifying Arrival Arrival Date (QAD) for Migrant Program Eligibility |
|---------------------------------------|--------------------------|------|--|
| 0123456789X | 3 | **** | 10192009 |
| 0123456790X | 3 | **** | 01092008 |
| 0123456791X | 3 | **** | 00000000 |
| * 0123456792X | 3 | **** | 09312009 |

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

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 data base, the district must correct the Qualifying Arrival Date (QAD) for Migrant Program Eligibility and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

34. If School Number, Current Enrollment is not 9995, then Residence County code must be 01-67 or 99. If School Number, Current Enrollment is 9995, then Residence County code must be 00. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the Residence County code is invalid. The second record would be rejected because the Residence County code was left blank.

| Student Number Identifier, Florida | Residence County |
|---------------------------------------|---------------------|
| * 012345678X | 75 |
| * 012345679X | |

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 data base, the district must correct the Residence County codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

35. If School Number, Current Enrollment is not 9992, 9993, or 9995, then Lunch Status must be 0, 1, 2, 3, 4, C or N. If School Number, Current Enrollment is 9992, 9993, or 9995, then Lunch Status must be Z. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

Both records listed below would be rejected because the Lunch Status codes are invalid.

| District Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Lunch Status |
|--|---|--------------------------|-----------------|
| * 01 | 012345678X | 2 | 5 |
| * 01 | 012345679X | 2 | F |

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 data base, the district must correct the Lunch Status codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

36. Migrant Status Term code must be D, E, S, B, X, or Z. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The records listed below would be rejected. The first record would be rejected because the Migrant Status Term code is not a valid code for this element. The second record would be rejected because the Migrant Status Term code was left blank.

| Student Number Identifier, Florida | Migrant StatusTerm |
|---------------------------------------|-----------------------|
| * 012345678X | 3 |
| * 012345679X | |

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 data base, the district must correct the Migrant Status Term code and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

37. If Survey = 5 and Migrant Status Term is D, E, S, B or X, Qualifying Arrival Date (QAD) for Migrant Program Eligibility must be numeric and a valid date. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Qualifying Arrival Date (QAD) for Migrant Program Eligibility is not a valid date. The fourth record would be rejected because Qualifying Arrival Date (QAD) for Migrant Program Eligibility is all zeroes.

| Student Number Identifier, Florida | Survey Period Code | Year | Migrant Status Term | Qualifying Arrival Date (QAD) for Migrant Program Eligibility |
|------------------------------------|--------------------|------|---------------------|---|
| 0123456789X | 5 | **** | D | 10192006 |
| 0123456790X | 5 | **** | S | 01092006 |
| * 0123456791X | 5 | **** | X | 02302006 |
| * 0123456792X | 5 | **** | B | 00000000 |

**** = 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 data base, the district must correct the Qualifying Arrival Date (QAD) for Migrant Program Eligibility and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

38. If Migrant Status Term is D, E, S, B or X, Qualifying Arrival Date (QAD) for Migrant Program Eligibility must be less than or equal to 08/31/2014. (This edit does not apply to Survey Periods 6 and 8.)
- record rejected-

EXAMPLE

The first record would be rejected because the Qualifying Arrival Date (QAD) for Migrant Program Eligibility is not less than or equal to 8/31/2013. The second and third records would be loaded to the data base assuming no other reject rule would cause their rejection.

| Student Number Identifier, Florida | Survey Period Code | Year | Migrant Status Term | Qualifying Arrival Date (QAD) for Migrant Program Eligibility |
|------------------------------------|--------------------|------|---------------------|---|
| * 0123456789X | 5 | **** | D | 09142014 |
| 0123456790X | 5 | **** | D | 01092013 |
| 0123456791X | 5 | **** | D | 10192011 |

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

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 data base, the district must correct the Qualifying Arrival Date (QAD) for Migrant Program Eligibility and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

39. If Residence County code is 99 and Grade Level is PK-12, then Resident Status, State/County code must be 2. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE


The first and second records below would be rejected because the Resident Status, State/County code is invalid for the Residence County code reported. The third record would be written to the data base assuming no other reject rule would cause its rejection.

| Student Number Identifier, Florida | Residence County | Resident Status, State/County |
|---------------------------------------|---------------------|-------------------------------------|
| * 012345678X | 99 | 5 |
| * 012345679X | 99 | 0 |
| 012345670X | 99 | 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 data base, the district must correct the Residence County codes or the Resident Status, State/County codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

 40. If the School Number, Current Enrollment is not 9992, 9993, 9995, N998 or N999, then it must exist on the Master School Identification File as a valid active school (active in the current school year) in the district of enrollment. -record rejected-

EXAMPLE

The record listed below would be rejected because the School Number, Current Enrollment would not be 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 | 0001 | 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 data base, the district must correct the School Number, Current Enrollment and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

41. If School Number, Current Enrollment is not 9995, then Birth Date must be less than or equal to the survey due date. If School Number, Current Enrollment is 9995; Survey Period Code is not 6 or 8 and Migrant Status Term is Z; then Birth Date must be 00000000. If School Number, Current Enrollment is 9995; Survey Period Code is not 6 or 8; and Migrant Status Term is not Z, then Birth Date must be 09011991 through 08312014 inclusive. -record rejected-

EXAMPLE

If the survey week for the records listed below were October 14-18, 2013, the first record would be rejected because the Birth Date is not less than the Survey Date. The second and third records would be loaded to the data base assuming no other reject rule would cause their rejection.

| Student Number Identifier, Florida | Survey Period Code | Year | Birth Date |
|---|--------------------------|------|------------|
| * 012345677X | 2 | **** | 11042013 |
| 124356788X | 2 | **** | 03152012 |
| 123547279X | 2 | **** | 08112013 |

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

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 data base, the district must correct the Birth Date and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

42. If Resident Status, State/County is A, then District Number, Current Enrollment and Residence County must not be the same. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first record listed below would be rejected because District Number, Current Enrollment and Residence County are the same. The second record would be written to the data base assuming there is no other edit that would cause the record to be rejected.

| Student Number Identifier, Florida | District Number, Current Enrollment | Residence County | Resident Status, State/County |
|------------------------------------|-------------------------------------|------------------|-------------------------------|
| *012345678X | 12 | 12 | A |
| 012345679X | 10 | 42 | A |

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 data base, the district must correct the District Number, Current Enrollment; Residence County or Resident Status, State/County code and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

43. If School Number, Current Enrollment is not 9992, 9993, or 9995, then Native Language, Student must be a valid language code, containing no blanks. If School Number, Current Enrollment is 9992, 9993, or 9995, then Native Language, Student code must be ZZ. (For additional information on the language codes refer to the language codes table, Appendix N of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual.) (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The fourth and fifth record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first three records would be rejected because the Native Language, Student codes contain blanks or are invalid codes.

The fourth and fifth record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first three records would be rejected because the Native Language, Student codes contain blanks or are invalid codes.

| Student Number Identifier, Florida | Native Language, Student |
|------------------------------------|--------------------------|
| * 012345675X | AY |
| * 012345677X | C |
| * 012345678X | DR |
| 012345676X | BJ |
| 012345679X | CZ |

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 data base, the district must correct the Native Language, Student codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

44. If District Number, Current Enrollment is 01-67 and if Resident Status, State/County is 3, then District Number, Current Enrollment and Residence County must be the same. (This edit does not apply to Survey Periods 6 and 8.)
-record rejected-

EXAMPLE

The first record listed below would be written to the data base assuming there is no other edit that would cause the record to be rejected. The second record would be rejected because District Number, Current Enrollment and Residence Status are not the same.

| Student Number Identifier, Florida | District Number, Current Enrollment | Residence County | Resident Status, State/ County |
|---|--|---------------------|---|
| 012345678X | 12 | 12 | 3 |
| * 012345679X | 10 | 42 | 3 |

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 data base, the district must correct the District Number, Current Enrollment, Residence County or Resident Status, State/County code and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

→ 45. If School Number, Current Enrollment is not 9992, 9993, or 9995, then the Primary Language Spoken in Home code must be a valid language code as listed in Appendix N of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual. If School Number, Current Enrollment is 9992, 9993, or 9995, then the Primary Language Spoken in Home code must be ZZ. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and second records would be rejected because the Primary Language Spoken in Home code is invalid.

| Student Number Identifier, Florida | Primary Language Spoken in Home |
|---------------------------------------|------------------------------------|
| * 012345676X | BB |
| * 012345677X | EZ |
| 012345678X | BR |
| 012345679X | BA |

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 data base, the district must correct the Primary Language Spoken in Home codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

46. If Grade Level = PK-12 and if School Number, Current Enrollment is not 9992, 9993, or 9995, then Country of Birth must be a valid code as listed in Appendix G or Appendix Q of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual other than ZZ. If Grade Level = 30 or 31, then Country of Birth must be a valid code as listed in Appendix G or Appendix Q of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual including ZZ. If School Number, Current Enrollment is 9992, 9993, or 9995, then Country of Birth code must be ZZ. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first and second records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third and fourth records would be rejected because the Country of Birth codes are not valid.

| Student Number Identifier, Florida | Country of Birth |
|---------------------------------------|---------------------|
| 012345676X | CU |
| 012345677X | FJ |
| * 012345678X | YI |
| * 012345679X | TX |

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 data base, the district must correct the Country of Birth codes and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

47. If Grade Level = 12, Additional School Year Student code must be S, F or Z. If Grade Level is not 12, then Additional School Year Student must be Z. (This edit does not apply to Survey Periods 6 and 8.) -record rejected-

EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the Grade Level is 08 and the Additional School Year Student code is not Z. The third record would be rejected because Grade Level is 12 and Additional School Year Student code is blank.

| Student Number Identifier, Florida | Grade Level | Additional School Year Student |
|---------------------------------------|----------------|-----------------------------------|
| 123456789X | 12 | S |
| *123456790X | 08 | S |
| *123456791X | 12 | |

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 data base, the district must correct either the Grade Level or the Additional School Year Student code and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

➔ **48. If Grade Level = 30 or 31 or if School Number, Current Enrollment is 9992, 9993, or 9995, then English Language Learners: Home Language Survey Date must be zero-filled.**

If School Number, Current Enrollment is not 9992, 9993, or 9995, and if Grade Level = PK-12, then English Language Learners: Home Language Survey Date must be a valid date and must meet the following criteria.

- **If District Number, Current Instruction is 01-69 or 72-75 or if both District Number, Current Enrollment and District Number, Current Instruction are 71; and Survey Period is 1-3, the date should be less than or equal to the date certain of survey week.**
- **If District Number, Current Enrollment is not 71; District Number, Current Instruction is 71 and Survey Period is 1-3; then the date must be less than or equal to the date certain plus 90 calendar days.**
- **For Survey Period 4, the date should be less than or equal to June 30 of the reporting year.**
- **For Survey Period 5, the date should be less than or equal to August 31 of the reporting year.**
- **For Survey Period 9, the date should be less than January 1 of the reporting year.**
- **For Survey Period 7, the date should be less than or equal to the last day of state processing for the survey.**
- **(This edit does not apply to Survey Periods 6 and 8.)**

-record rejected-

EXAMPLE

The first and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second and third records would be rejected because the English Language Learners: Home Language Survey Date is an invalid date or is inappropriately filled with zeros.

| Student Number Identifier, Florida | Survey Period Code | Year | Grade Level | ELL: Home Language Survey Date |
|---------------------------------------|-----------------------|------|----------------|--------------------------------------|
| 123456789X | 2 | 1112 | 12 | 01152010 |
| * 123456790X | 2 | 1112 | PK | 06319999 |
| * 123456791X | 2 | 1112 | 09 | 00000000 |
| 123456792X | 5 | 1112 | 31 | 00000000 |

STUDENT DEMOGRAPHIC – REJECT RULES

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 data base, the district must correct the English Language Learners: Home Language Survey Date and resubmit the records.

STUDENT DEMOGRAPHIC – REJECT RULES

➔ 49. If Grade Level is PK-12 and School Number, Current Enrollment is not 9992, 9993, or 9995, then Native Language, Student must be other than ZZ. If School Number, Current Enrollment is 9992, 9993, or 9995, then Native Language, Student must be ZZ. (This edit does not apply to Survey Periods 6 and 8.)
-record rejected-

EXAMPLE

The second record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first record would be rejected because BZ is not a valid Native Language, Student code for a student with a Grade Level of PK-12.

| Student Number Identifier, Florida | Grade Level | Native Language, Student |
|---------------------------------------|----------------|-----------------------------|
| * 012345678X | 07 | BZ |
| 012345679X | 03 | CZ |

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 data base the district must correct the Native Language, Student code and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES

4A. If District Number, Current Enrollment is 71 and School Number equals 0300 or 0400, then Residence County code must not equal 99. This edit does not apply to Survey Periods 6 and 8. -record rejected-

EXAMPLE

The second record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first record listed below would be rejected because Residence County equals 99 for District Number, Current Enrollment 71 and School Number, Current Enrollment 0300.

| Student Number Identifier, Florida | District Number Current Enrollment | School Number Current Enrollment | Residence County |
|---------------------------------------|--|--|---------------------|
| * 012345678X | 71 | 0300 | 99 |
| 012345610X | 71 | 0400 | 50 |

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 data base, the district must correct the Residence County code or the School Number, Current Enrollment and resubmit the record.

STUDENT DEMOGRAPHIC – REJECT RULES



4B. Florida Education Identifier (FLEID) is alphanumeric and must be entered as FL000000000000. The first two positions must be FL followed by twelve zeros. No blanks or spaces are allowable. -record rejected-

EXAMPLE

Florida Education Identifier:

- 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 data base, the district must correct the Florida Education Identifier and resubmit the record for processing.

STUDENT DEMOGRAPHIC – STATE VALIDATION



51. If Survey = 8 there must be a matching Staff Demographic record based on the following Student Demographic elements: District Number, Current Enrollment; School Number, Current Enrollment; Survey Period Code; Year and Primary Instructor Responsible, Reading matched to Staff Demographic elements: District Number; School Number, Primary/Home; Survey Period Code; Fiscal Year; Social Security Number (first nine positions). -state validation-

EXAMPLE

The Student Demographic Information record listed below which is marked with an asterisk would fail the edit above because it does not have a matching Staff Demographic record.

Staff Demographic records

| District Number | School Number, Primary/Home | Social Security Number | Survey Period Code | Fiscal Year |
|-----------------|-----------------------------|------------------------|--------------------|-------------|
| 01 | 0021 | CS9876544 | 8 | **** |
| 01 | 0021 | 119876545 | 8 | **** |
| 01 | 0021 | CS9876546 | 8 | **** |

Student Demographic records

| District Number, Current Enrollment | School Number, Current Enrollment | Primary Instructor Responsible, Reading | Survey Period Code | Year |
|-------------------------------------|-----------------------------------|---|--------------------|------|
| 01 | 0021 | CS9876544 | 8 | **** |
| 01 | 0021 | 119876545 | 8 | **** |
| * 01 | 0021 | 019876546 | 8 | **** |

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

DISTRICT RESPONSIBILITY

The district must review the Primary Instructor Responsible, Reading code and either submit a matching Staff Demographic record, delete the Student Demographic record, correct the Social Security Number on a Staff Demographic record or correct the Primary Instructor, Responsible, Reading on the Student Demographic record so that a match exists between records on these two formats

STUDENT DEMOGRAPHIC – STATE VALIDATION

52. If Survey Period Code is 2, 3 or 5, and If English Language Learners, PK-12 is LF and if there is a matching English Language Learners Information record and if there is a matching Student Course Schedule or Student End of Year Status record, then the English Language Learners: Basis of Exit (First) must not = Z.

The match between the Student Demographic Information record and the English Language Learners Information record should be based on District Number, Current Instruction Service; Student Number Identifier, Florida; Survey Period Code and Fiscal/School Year.

The match between the Student Demographic Information record and the Student Course Schedule record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year.

The match between Student Demographic Information and Student End of Year Status record should be made based on District Number, Current Enrollment; Student Number, Identifier, Florida; Survey Period Code; and Year/School Year. – state validation-

EXAMPLE

The Student Demographic record listed below marked with an asterisk would cause a message to be generated because the English Language Learners: Basis of Exit code is Z for a student with an English Language Learners, PK-12 code of LF.

Student Demographic Information records

| District Number, Current Instruction/Service | Survey Period Code | School Year | Student Number Identifier, Florida | English Language Learners, PK-12 |
|--|--------------------|-------------|------------------------------------|----------------------------------|
| 37 | 2 | 1011 | 3712345678 | LF |
| 37 | 2 | 1011 | 3712345679 | LF |
| * 37 | 2 | 1011 | 3712345682 | LF |

English Language Learners Information records

STUDENT DEMOGRAPHIC – STATE VALIDATION

| District Number, Current Instruction/Service | Survey Period Code | School Year | Student Number Identifier, Florida | English Language Learners: Basis of Exit (First) |
|---|--------------------------|----------------|---|---|
| 37 | 2 | 1011 | 3712345678 | A |
| 37 | 2 | 1011 | 3712345679 | R |
| *37 | 2 | 1011 | 3712345682 | Z |

DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: Basis of Exit (First) code and/or the English Language Learners, PK-12 code so that a valid relationship exists between the elements.

STUDENT DEMOGRAPHIC – STATE VALIDATION

53. If Survey Period Code is 2, 3 or 5 and if English Language Learners, PK-12 is LY or LF and if Grade Level is KG-12 and if School Number, Current Enrollment is not 3518 and if there is a matching Student Course Schedule or Student End of Year Status record, then there must be a matching English Language Learners Information record based on District Number, Current Instruction Service; Student Number Identifier, Florida; Survey Period Code and Year.

The match between Student Demographic and Student Course should be made based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Year/Fiscal Year. The match between Student Demographic and Student End of Year should be made based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Year/School Year. (This edit does not apply to Survey Periods 6 and 8.) –state validation-

EXAMPLE

The Student Demographic records listed below which are marked with an asterisk would cause a message to be generated because there are no matching English Language Learners records.

Student Demographic records

| District Number, Current Instruction/Service | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | English Language Learners, PK-12 |
|--|-----------------------------------|--------------------|------|------------------------------------|----------------------------------|
| 37 | 0001 | 2 | 1011 | 3712345678 | LY |
| 37 | 0001 | 2 | 1011 | 3712345679 | LF |
| * 37 | 0001 | 2 | 1011 | 3712345682 | LF |
| * 37 | 0002 | 2 | 1011 | 3712345680 | LY |

STUDENT DEMOGRAPHIC – STATE VALIDATION

English Language Learners records

| District Number, Current Instruction/Service | School Number, Current Enrollment | Survey Period Code | School Year | Student Number Identifier, Florida |
|---|--|--------------------------|----------------|---|
| 37 | 0001 | 2 | 1011 | 3712345678 |
| 37 | 0001 | 2 | 1011 | 3712345679 |
| 37 | 0001 | 2 | 1011 | 3712345681 |
| 37 | 0002 | 2 | 1011 | 3712345683 |

DISTRICT RESPONSIBILITY

The district must review the Student Demographic records and determine whether the students are English Language Learners. The district must either submit an English Language Learners record for each student or submit a revision to the English Language Learners, PK-12 element to indicate that the student is not an English Language Learner.

STUDENT DEMOGRAPHIC – STATE VALIDATION

54. If the English Language Learners code = LF and if School Number, Current Enrollment is not 3518 and if Survey Period Code is 2 or 3 and if there is a matching Student Course Schedule record, then English Language Learners: Exit Date on the matching English Language Learners Information record must be a valid date. The match between the Student Demographic Information record and the Student Course Schedule record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year.

If the English Language Learners code = LF and if School Number, Current Enrollment is not 3518 and if Survey Period Code is 5 and if there is a matching Student End of Year Status record and if District Number, Current Enrollment is equal to District Number, Current Instruction/Service, then English Language Learners: Exit Date on the matching English Language Learners Information record must be a valid date. The match between the Student Demographic Information record and the Student End of Year Status record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal/School Year. The match between the Student Demographic Information record and the English Language Learners Information record should be based on District Number, Instruction/Service; Student Number Identifier, Florida; Survey Period Code and Fiscal/School Year.

If the English Language Learners code = LF and if Survey Period Code is 7 then English Language Learners: Exit Date on the matching English Language Learners Information record must be a valid date. The match between the Student Demographic Information record and the English Language Learners Information record should be based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code; and Fiscal/School Year.

--state validation-

STUDENT DEMOGRAPHIC – STATE VALIDATION

EXAMPLE

An error message would be generated for the student Demographic record marked with an asterisk below. This is because the English Language Learners: Exit Date on the matching English Language Learners Student Information record is not a valid date.

Student Demographic Information records

| District Number, Current Instruction/Service | School Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | English Language Learners |
|--|-----------------------------------|------------------------------------|--------------------|---------------------------|
| 01 | 0021 | 012345678X | 2 | LF |
| * 01 | 0021 | 012345679X | 2 | LF |

English Language Learners Student Information records

| District Number, Current Instruction/Service | School Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | English Language Learners: Exit Date |
|--|-----------------------------------|------------------------------------|--------------------|--------------------------------------|
| 01 | 0021 | 012345678X | 2 | 01042010 |
| 01 | 0021 | 012345679X | 2 | 02302010 |

Student Course Schedule records

| Student Number Identifier, Florida | District Number, Current Instr./Service | School Number, Current Instr./Service | Survey Period Code | Fiscal Year | Term | Course Number | Section Number | Period Number |
|------------------------------------|---|---------------------------------------|--------------------|-------------|------|---------------|----------------|---------------|
| 012345678X | 01 | 0021 | 2 | **** | 1 | 1200300 | 00200 | 0404 |
| 012345679X | 01 | 0021 | 2 | **** | 1 | 1200300 | 00200 | 0404 |

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

STUDENT DEMOGRAPHIC – STATE VALIDATION

DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: Exit Date and/or the English Language Learners code so that a valid relationship exists between the elements

STUDENT DEMOGRAPHIC – STATE VALIDATION

55. If Survey = 5 and Diploma Type on the Student End of Year Status record = W6A or WFA, then Graduation Option code must equal 2 or 5; if Survey = 5 and Diploma Type = W6B or WFB, then Graduation Option code must equal 3 or 6; if Survey = 5 and Diploma Type = W07 or W27, then Graduation Option code must equal 4 or 7; if Survey = 5 and Diploma Type = W10, WGA or WGD, then Graduation Option code must equal 8. (This edit does not apply to Survey Periods 6 and 8.) -state validation-

EXAMPLE

The Student Demographic record listed below which is marked with an asterisk would cause a message to be generated because the correct relationship does not exist between Graduation Option and Diploma Type.

Student Demographic records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Student Number Identifier, Florida | Grade Level | Graduation Option |
|-------------------------------------|-----------------------------------|--------------------|------------------------------------|-------------|-------------------|
| 01 | 0001 | 5 | 0123456789 | 12 | 2 |
| 01 | 0001 | 5 | 0123456790 | 12 | 4 |
| * 01 | 0001 | 5 | 0123456791 | 12 | 4 |

Student End of Year Status records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Student Number Identifier, Florida | Grade Level | Diploma Type |
|-------------------------------------|-----------------------------------|--------------------|------------------------------------|-------------|--------------|
| 01 | 0001 | 5 | 0123456789 | 12 | W6A |
| 01 | 0001 | 5 | 0123456790 | 12 | W07 |
| 01 | 0001 | 5 | 0123456791 | 12 | W6B |

DISTRICT RESPONSIBILITY

The district must correct the Student Demographic record so that the appropriate relationship exists between Graduation Option and Diploma Type.

STUDENT DEMOGRAPHIC – STATE VALIDATION

56. If Survey Period Code is 2, 3 or 5 and if the English Language Learners, PK-12 code is LF and if School Number, Current Enrollment is not 3518 and if there is a matching Student Course Schedule or Student End of Year Status record then one of the following must be true for the English Language Learners Information record:

- English Language Learners: Reclassification Exit Date is all zeros and the English Language Learners: Exit Date is within two years of survey date or
- English Language Learners: Reclassification Exit Date is greater than zero and is within two years of survey date.

Use the Survey Period 3 survey date for Survey Period 5 editing.

The match between the Student Demographic record and the English Language Learners record should be based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year. If no matching English Language Learners Information record is found, then do not generate an error message. (This edit does not apply to Survey Periods 6 and 8.)
--state validation -

The match between the Student Demographic Information record and the Student Course Schedule record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year.

The match between the Student Demographic Information and the Student End of Year Status record should be made based on District Number, Current Enrollment; Student Number, Identifier, Florida; Survey Period Code; and Year/School Year.

EXAMPLE

An error message would be generated for the Student Demographic Information record marked with an asterisk below. This is because the English Language Learners: Exit Date on the matching English Language Learners Student Information record is more than two years from the survey date for a student with an English Language Learners, PK-12 code of LF.

Student Demographic Information records

| District Number, Current Instruction/Service | Student Number Identifier, Florida | Survey Period Code | Year | English Language Learners, PK-12 |
|--|------------------------------------|--------------------|------|----------------------------------|
|--|------------------------------------|--------------------|------|----------------------------------|

STUDENT DEMOGRAPHIC – STATE VALIDATION

| | | | | |
|-----|------------|---|------|----|
| 01 | 012345678X | 2 | 1011 | LF |
| 01 | 012345679X | 2 | 1011 | LF |
| *01 | 012345680X | 2 | 1011 | LF |

English Language Learners Student Information record

| District Number, Current Instruction/Service | Student Number Identifier, Florida | Survey Period Code | English Language Learners: Exit Date | English Language Learners: Reclassification Exit Date |
|---|---|--------------------------|--|---|
| 01 | 012345678X | 2 | 01042010 | 00000000 |
| 01 | 012345679X | 2 | 05302007 | 05302009 |
| * 01 | 012345680X | 2 | 05302008 | 00000000 |

DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: Exit Date and/or the English Language Learners, PK-12 code so that a valid relationship exists between the elements.

STUDENT DEMOGRAPHIC – STATE VALIDATION

➔ 57. If Survey Period Code is 5 and if Graduation Option code = 4, and if Prior School Status/Student Attendance Term does not equal “Y”, then Exceptionality, Primary or Exceptionality, Other on the Exceptional Student record must be reported with a code of C, G, H, J, K, O-P, S, V or W and these two fields must not contain T or U.

If Survey Period Code is 2 or 3 and if Graduation Option code = 4, and if Withdrawal Date on the Prior School Status/Student Attendance record is 00000000; then Exceptionality, Primary or Exceptionality, Other on the Exceptional Student record must be reported with a code of C, G, H, J, K, O-P, S, V, or W and these two fields may not contain T or U. (This edit does not apply to Survey Periods 6 and 8.) –state validation-

EXAMPLE

The third Student Demographic record listed below would cause a message to be generated because the correct relationship does not exist between Graduation Option and Exceptionality, Primary. The fourth Student Demographic record listed below would cause a message to be generated because the correct relationship does not exist between Graduation Option, Exceptionality, Primary; and Exceptionality, Other.

Student Demographic records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | Graduation Option |
|--|--|--------------------------|------|---|----------------------|
| 37 | 0001 | 3 | 1011 | 3712345678 | 4 |
| 37 | 0001 | 2 | 1011 | 3712345679 | 4 |
| * 37 | 0001 | 5 | 1011 | 3712345681 | 4 |
| * 37 | 0001 | 3 | 1011 | 3712345680 | 4 |

STUDENT DEMOGRAPHIC – STATE VALIDATION

Exceptional Student records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | Exceptionality, Primary | Exceptionality, Other |
|-------------------------------------|-----------------------------------|--------------------|------|------------------------------------|-------------------------|-----------------------|
| 37 | 0001 | 3 | 1011 | 3712345678 | W | K |
| 37 | 0001 | 2 | 1011 | 3712345679 | G | J |
| 37 | 0001 | 5 | 1011 | 3712345681 | T | C |
| 37 | 0001 | 3 | 1011 | 3712345680 | I | L |

Prior School Status/Student Attendance records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | Term | Withdrawal Date |
|-------------------------------------|-----------------------------------|--------------------|------|------------------------------------|------|-----------------|
| 37 | 0001 | 3 | 1011 | 3712345678 | 3 | 00000000 |
| 37 | 0001 | 2 | 1011 | 3712345679 | 3 | 00000000 |
| 37 | 0001 | 5 | 1011 | 3712345681 | 3 | 05122004 |
| 37 | 0001 | 3 | 1011 | 3712345680 | 3 | 00000000 |

DISTRICT RESPONSIBILITY

The district must correct the Student Demographic, Prior School Status/Student Attendance, or Exceptional Student records so that the appropriate relationship exists between Graduation Option; Term; Exceptionality, Primary; Exceptionality, Other; and Withdrawal Date.

STUDENT DEMOGRAPHIC – STATE VALIDATION

58. If Survey Period Code is 1 or 5 and if Graduation Option code = 7, then Exceptionality, Primary on the Exceptional Student record must be C, F-K, M, O-P, S, V, or W. Exceptionality, Primary may also be L if Exceptionality, Other is C, F-K, M, O-P, S, V, or W. If Survey Period Code is 2, 3 or 4 and if there is a matching Student Course Schedule record and if Graduation Option code = 7, then Exceptionality, Primary on the Exceptional Student record must be C, F-K, M, O-P, S, V, or W. Exceptionality, Primary may also be L if Exceptionality, Other is C, F-K, M, O-P, S, V, or W. The match should use District Number, Current Enrollment; Student Number Identifier, Florida; Year/Fiscal Year and Survey Period Code. (This edit does not apply to Survey Periods 6 and 8.)-state validation-

EXAMPLE

The third Student Demographic record listed below would cause a message to be generated because the correct relationship does not exist between Graduation Option and Exceptionality, Primary. The fourth Student Demographic record listed below would cause a message to be generated because the correct relationship does not exist between Graduation Option; Exceptionality, Primary; and Exceptionality, Other.

Student Demographic records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | Graduation Option |
|-------------------------------------|-----------------------------------|--------------------|------|------------------------------------|-------------------|
| 37 | 0001 | 3 | 1011 | 3712345678 | 7 |
| 37 | 0001 | 2 | 1011 | 3712345679 | 7 |
| * 37 | 0001 | 5 | 1011 | 3712345681 | 7 |
| * 37 | 0001 | 3 | 1011 | 3712345680 | 7 |

Exceptional Student records

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | Exceptionality, Primary | Exceptionality, Other |
|-------------------------------------|-----------------------------------|--------------------|------|------------------------------------|-------------------------|-----------------------|
| 37 | 0001 | 3 | 1011 | 3712345678 | W | E |
| 37 | 0001 | 2 | 1011 | 3712345679 | F | J |
| 37 | 0001 | 5 | 1011 | 3712345681 | T | C |
| 37 | 0001 | 3 | 1011 | 3712345680 | L | |

STUDENT DEMOGRAPHIC – STATE VALIDATION

DISTRICT RESPONSIBILITY

The district must correct the Student Demographic or Exceptional Student records so that the appropriate relationship exists between Graduation Option; Exceptionality, Primary; and Exceptionality, Other.

STUDENT DEMOGRAPHIC – STATE VALIDATION

59. If Survey Period Code = 7, each Student Demographic record must have a matching English Language Learners Information record based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and Year. (This edit does not apply to Survey Periods 6 and 8.) – state validation-

EXAMPLE

The first two records listed below would be loaded to the data base.assuming no other reject rules would cause their rejection. The third would not be loaded to the data base because the element Student Number Identifier, Florida are different on the two formats. The fourth record listed below would not be loaded to the data base because the element School Number, Current Enrollment are different on the two formats.

Student Demographic records

| District Number, Current Instruction/Service | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida |
|--|-----------------------------------|--------------------|------|------------------------------------|
| 37 | 0001 | 7 | 1011 | 3712345678 |
| 37 | 0001 | 7 | 1011 | 3712345679 |
| * 37 | 0001 | 7 | 1011 | 3712345682 |
| * 37 | 0001 | 7 | 1011 | 3712345680 |

English Language Learners records

| District Number, Current Instruction/Service | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida |
|--|-----------------------------------|--------------------|------|------------------------------------|
| 37 | 0001 | 7 | 1011 | 3712345678 |
| 37 | 0001 | 7 | 1011 | 3712345679 |
| 37 | 0001 | 7 | 1011 | 3712345681 |
| 37 | 0002 | 7 | 1011 | 3712345680 |

STUDENT DEMOGRAPHIC – STATE VALIDATION

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 data base the district must correct the Student Demographic or English Language Learners record so that the appropriate relationship exists between the two formats and resubmit the record.

STUDENT DEMOGRAPHIC – STATE VALIDATION

5A. If Survey Period Code is 2, 3 or 5 and If English Language Learners, PK-12 is LY or LF and if there is a matching English Language Learners Information record and if there is a matching Student Course Schedule or Student End of Year Status record, then the English Language Learners: Classification Date must not equal zero.

If Survey Period Code is 7 and If English Language Learners, PK-12 is LY or LF and if there is a matching English Language Learners Information record, then the English Language Learners: Classification Date must not equal zero.

The match between the Student Demographic Information record and the English Language Learners Information record should be based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and Fiscal/School Year.

The match between the Student Demographic Information record and the Student Course Schedule record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year.

The match between the Student Demographic Information and the Student End of Year Status record should be made based on District Number, Current Enrollment; Student Number, Identifier, Florida; Survey Period Code; and Year/School Year.

-state validation-

STUDENT DEMOGRAPHIC – STATE VALIDATION

EXAMPLE

The Student Demographic record listed below marked with an asterisk would cause a message to be generated because the English Language Learners: Classification Date equals zero for a student with an English Language Learners, PK-12 code of LF.

Student Demographic Information records

| District Number, Current Instruction/Service | Survey Period Code | School Year | Student Number Identifier, Florida | English Language Learners, PK-12 |
|--|--------------------|-------------|------------------------------------|----------------------------------|
| 37 | 2 | 1011 | 3712345678 | LY |
| 37 | 2 | 1011 | 3712345679 | LF |
| * 37 | 2 | 1011 | 3712345682 | LF |

English Language Learners Information records

| District Number, Current Instruction/Service | Survey Period Code | School Year | Student Number Identifier, Florida | English Language Learners: Classification Date |
|--|--------------------|-------------|------------------------------------|--|
| 37 | 2 | 1011 | 3712345678 | 01042008 |
| 37 | 2 | 1011 | 3712345679 | 02082009 |
| *37 | 2 | 1011 | 3712345682 | 00000000 |

DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: Classification Date and/or the English Language Learners, PK-12 code so that a valid relationship exists between the elements.

STUDENT DEMOGRAPHIC – STATE VALIDATION

5B. If Survey Period Code is 2, 3 or 5 and if English Language Learners, PK-12 is LY or LF and if there is a matching English Language Learners Information record and if there is a matching Student Course Schedule or Student End of Year Status record, then the English Language Learners: Basis of Entry code on the English Language Learners Information record must not = Z.

The match between the Student Demographic Information record and the English Language Learners Information record should be based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code and Fiscal/School Year.

The match between the Student Demographic Information record and the Student Course Schedule record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year.

The match between Student Demographic Information and Student End of Year Status record should be made based on District Number, Current Enrollment; Student Number, Identifier, Florida; Survey Period Code; and Year/School Year.
–state validation–

EXAMPLE

The Student Demographic record listed below marked with an asterisk would cause a message to be generated because the English Language Learners: Basis of Entry code is Z for a student with an English Language Learners, PK-12 code of LF.

Student Demographic Information records

| District Number, Current Instruction/Service | Survey Period Code | School Year | Student Number Identifier, Florida | English Language Learners, PK-12 |
|--|--------------------|-------------|------------------------------------|----------------------------------|
| 37 | 2 | 1011 | 3712345678 | LY |
| 37 | 2 | 1011 | 3712345679 | LF |
| * 37 | 2 | 1011 | 3712345682 | LF |

English Language Learners Information records

STUDENT DEMOGRAPHIC – STATE VALIDATION

| District Number, Current Instruction/Service | Survey Period Code | School Year | Student Number Identifier, Florida | English Language Learners: Basis of Entry |
|---|--------------------------|----------------|---|--|
| 37 | 2 | 1011 | 3712345678 | A |
| 37 | 2 | 1011 | 3712345679 | R |
| *37 | 2 | 1011 | 3712345682 | Z |

DISTRICT RESPONSIBILITY

The district must correct the English Language Learners: Basis of Entry code and/or the English Language Learners, PK-12 code so that a valid relationship exists between the elements.

STUDENT DEMOGRAPHIC – STATE VALIDATION

(New Edit for 1314)

➔ **5C.** If Survey Period code is 3 and if Exceptionality, Primary code = M or Exceptionality, Other code = M on the Exceptional Student record, then the School Number, Zoned School must be in the range 0001-9899 but not 3518, 7001, 7004, 7006, 7023. The match between the Student Demographic Information record and the Exceptional Student record should be based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year. **(This edit does not apply to Survey Periods 6 and 8) –state validation-**

EXAMPLE

The first and second Student Demographic records listed below would cause a message to be generated because the values for School Number, Zoned School are not valid for Exceptional Student records where Exceptionality, Primary code = M or the Exceptionality, Other code = M.

Student Demographic records

| District Number, Current Enrollment | Student Number, Identifier Florida | Survey Period Code | Fiscal Year | District, Number, Zoned School | School Number, Zoned School |
|-------------------------------------|------------------------------------|--------------------|-------------|--------------------------------|-----------------------------|
| *09 | 37112345678 | 3 | **** | 00 | 0000 |
| *09 | 37112345679 | 3 | **** | 00 | 0000 |
| 09 | 37112345681 | 3 | **** | 02 | 0781 |
| 09 | 37112345680 | 3 | **** | 01 | 0345 |

Exceptional Student records

| District Number, Current Enrollment | Student Number, Identifier Florida | Survey Period Code | Fiscal Year | Exceptionality, Primary | Exceptionality, Other |
|-------------------------------------|------------------------------------|--------------------|-------------|-------------------------|-----------------------|
| 09 | 37112345678 | 3 | **** | C | M |
| 09 | 37112345679 | 3 | **** | M | Z |
| 09 | 37112345681 | 3 | **** | K | M |
| 09 | 37112134785 | 3 | **** | M | P |

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

DISTRICT RESPONSIBILITY

STUDENT DEMOGRAPHIC – STATE VALIDATION

The district must correct the District Number, Zoned School and School Number, Zoned School data on the Student Demographic records so that the appropriate relationship exists between School Number, Zoned School and the Exceptionality codes on the Exceptional Student records.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS

60. For Survey Period Codes 2, 3 and 5, if the District Number, Current Instruction/Service is not equal to the District Number, Current Enrollment then all other fields; except Student Number Identifier, Local; Resident Status, State/County; Institution Number, Neglected/Delinquent (First); Institution Number, Neglected/Delinquent (Second) and Institution Number, Neglected/Delinquent (Third), must be exact replicas of corresponding fields found on that student's Student Demographic record which was submitted by the district of enrollment.

➔ For Survey Period Codes 2 and 3, if the District Number, Current Instruction/Service is 71 and District Number Current Enrollment is not equal to 71, then all other fields must be exact replicas of corresponding fields found on that student's Student Demographic record which was submitted by the district of enrollment with the exception of:

- Student Name, Legal where only the last name must be an exact replica of the corresponding field found on that student's Student Demographic record which was submitted by the district of enrollment and
- District Number, Zoned School; School Number, Zoned School; Student Number identifier, Local; Resident Status, State/County; Student Characteristic, Agency Programs; Native Language, Student; Primary Language Spoken in Home; Country of Birth; English Language Learners: Home Language Survey Date; Qualifying Arrival Date (QAD) for Migrant Program Eligibility; Lunch Status; Migrant Status Term; Graduation Option; Primary Instructor Responsible, Reading; Institution Number, Neglected/Delinquent (First); Institution Number, Neglected/Delinquent (Second) and Institution Number, Neglected/Delinquent (Third).

For Survey Period Codes 1 and 4,

- if the District Number, Current Instruction/Service is 71 and District Number Current Enrollment is not equal to 71,
- ➔ • and if there is a matching Student Demographic record in the District Number Current Enrollment,

then all other fields must be exact replicas of corresponding fields found on that student's Student Demographic record which was submitted by the district of enrollment with the exception of:

- Student Name, Legal where only the last name must be an exact replica of the corresponding field found on that student's Student Demographic record which was submitted by the district of enrollment and
- District Number, Zoned School; School Number, Zoned School; Student Number identifier, Local; Resident Status, State/County; Student Characteristic, Agency Programs; Native Language, Student; Primary Language Spoken in Home; Country of Birth; English Language Learners: Home Language Survey Date; Qualifying Arrival Date (QAD) for Migrant

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS

Program Eligibility; Lunch Status; Migrant Status Term; Graduation Option; Primary Instructor Responsible, Reading; Institution Number, Neglected/Delinquent (First); Institution Number, Neglected/Delinquent (Second) and Institution Number, Neglected/Delinquent (Third).

(This edit does not apply to Survey Periods 6 and 8.) -exception report-

EXAMPLE

The two records listed below would cause a message to be generated. They are for the same student (same Student Number Identifier, Florida). However, the Grade Levels are different and the English Language Learner codes are different.

| District Number, Current Enrollment | District Number Current Instruction/Service | Student Number Identifier, Florida | Grade Level | English Language Learner |
|-------------------------------------|---|------------------------------------|-------------|--------------------------|
| * 42 | 01 | 422345678X | 11 | LP |
| * 42 | 42 | 422345678X | 12 | LY |

DISTRICT RESPONSIBILITY

The district should verify the data submitted on the Student Demographic records and correct if in error.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS

61. For Survey Period Codes 2, 3 and 5, if Graduation Option code is 2 or 3, then Grade Level must not equal 9 or 10. (This edit does not apply to Survey Periods 6 and 8.) - exception report-

EXAMPLE

The third and fourth Student Demographic records listed below would cause a message to be generated because the correct relationship does not exist between Graduation Option and Grade Level.

| District Number, Current Enrollment | School Number, Current Enrollment | Survey Period Code | Year | Student Number Identifier, Florida | Grade Level | Graduation Option |
|-------------------------------------|-----------------------------------|--------------------|------|------------------------------------|-------------|-------------------|
| 37 | 0001 | 3 | 0708 | 3712345678 | 12 | 3 |
| 37 | 0001 | 2 | 0708 | 3712345679 | 11 | 2 |
| * 37 | 0001 | 3 | 0708 | 3712345681 | 9 | 2 |
| * 37 | 0001 | 3 | 0708 | 3712345680 | 9 | 3 |

DISTRICT RESPONSIBILITY

The district should verify the data submitted on the Student Demographic records and correct if in error.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS

➔ **63. If Grade Level is KG-12 and School Number, Current Enrollment is not 9992, 9993, or 9995, the student must be at least 5 years old on or before September 1 of the school year being reported. -exception report-**

Note: Students who transfer to Florida from states with different minimum starting ages are accepted into the grade into which they are transferring.

EXAMPLE

If the record below was submitted in the 2013-14 school year, then the record would cause a message to be generated because Grade Level is KG and age is less than 5.

| Student Number Identifier, Florida | Year | Survey Period Code | Grade Level | Birth Date |
|---------------------------------------|------|-----------------------|----------------|------------|
| * 0123456789 | 1314 | 2 | KG | 02192009 |

DISTRICT RESPONSIBILITY

The district should verify the Birth Date and correct it if it is in error.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS

64. If Grade Level is PK-12 and School Number, Enrollment is not 9995; then Resident Status, State/County must be 0, A, B, 2 or- 3. If Grade Level is 30-31, then Resident Status, State/County must be 4, 5, 6 or 7. (This edit does not apply to Survey Periods 6 and 8.)-exception report-

EXAMPLE

The records listed below would cause a message to be generated because the relationship between Grade Level and Resident Status, State/County is not the expected relationship as stated in the edit.

| Student Number Identifier, Florida | Year | Survey Period Code | Grade Level | Resident Status, State/County |
|------------------------------------|------|--------------------|-------------|-------------------------------|
| * 123456789X | **** | 2 | 05 | 5 |
| * 123456790X | **** | 2 | 30 | 2 |

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

DISTRICT RESPONSIBILITY

The district should verify the Resident Status, State/County and the Grade Level, and correct if in error.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS



66. If School Number, Current Enrollment is not 9992, 9993, or 9995, there must be a valid association between the Grade Level listed below and the student's age. For Survey Periods 1-4, age will be determined as of Date Certain (Friday) of the survey period. For Survey Period 5, age will be determined as of Date Certain of survey 3. For Survey Periods 6 and 7, age will be determined as of the Survey Due Date. For Survey Periods 8 and 9, age will be determined as of Date Certain of Survey 2. –exception report-

| Grade Level | Age |
|-------------|---------------------|
| 3 ----- | not equal to 5 |
| 4 ----- | not equal to 5 or 6 |
| 5 ----- | not equal to 5 - 7 |
| 6 ----- | not equal to 5 - 8 |
| 7 ----- | not equal to 5 - 9 |
| 8 ----- | not equal to 5 – 10 |
| 9 ----- | not equal to 5 – 11 |
| 10----- | not equal to 5 – 12 |
| 11----- | not equal to 5 – 13 |
| 12----- | not equal to 5 – 14 |

EXAMPLE

The records below which are marked with an asterisk would cause an error message to be generated because of the invalid association between the Grade Level of the student and the student's Birth Date.

| Student Number Identifier, Florida | Year | Survey Period Code | Grade Level | Birth Date |
|---|------|--------------------------|----------------|---------------|
| * 123456789X | 1011 | 2 | 05 | 10222004 |
| * 123456788X | 1011 | 2 | 08 | 05062003 |
| 123456786X | 1011 | 2 | 10 | 06021996 |
| 123456785X | 1011 | 2 | 12 | 12021994 |

DISTRICT RESPONSIBILITY

The district should verify the Grade Level and Birth Date and correct if in error.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS



68. If Survey Period Code = 2, 3 or 5; School Number, Current Enrollment is not 3518, 9992, 9993, 9994, 9995 or 9997; District Number, Current Instruction/Service is not 71; District Number, Current Enrollment equals District Number, Current Instruction/Service; Withdrawal Code, PK-12 on matching Prior School Status/Student Attendance records is not DNE; and Grade Level is not 30 or 31, then each Student Demographic record must have a matching Federal/State Indicator Status record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Fiscal Year. (This edit does not apply to Survey Periods 6 and 8.) The match between the Student Demographic Information record and the Prior School Status/Student Attendance record should use the following fields: District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code and Year/School Year.
-exception report-

EXAMPLE

The first and third Student Demographic records listed below would pass this edit. The second Student Demographic record would not pass the edit because it has no matching Federal/State Indicator Status record.

| <i>Student Demographic records</i> | | | | <i>Federal/State Indicator records</i> | | | |
|-------------------------------------|------------------------------------|--------------------|-------------|--|------------------------------------|--------------------|-------------|
| District Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Fiscal Year | District Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Fiscal Year |
| 26 | 012345678X | 2 | **** | 26 | 012345678X | 2 | **** |
| * 26 | 012345679X | 2 | **** | 26 | 012345680X | 2 | **** |
| 26 | 012345680X | 2 | **** | | | | |

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

DISTRICT RESPONSIBILITY

The district must review the Student Demographic record and determine whether a Federal/State Indicator Status record is necessary. If such a record is necessary, the district should submit the record. If such a record is not necessary, no action is necessary.

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS



69. If Survey Period Code is 2, 3, or 5; School Number, Current Enrollment is not 3518, 9992, 9993, 9994, 9995, or 9997; Migrant Status Term is not X; District Number Current Instruction/Service is not 71 and Grade Level is not 30 or 31; then each Student Demographic record must have at least one matching Prior School Status/Student Attendance record based on District Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code, and School Year. (This edit does not apply to Survey Periods 6 and 8.) –exception report –

EXAMPLE

The first record listed below would generate an error message because there is no matching Prior School Status/Student Attendance record to accompany it, and Migrant Status Term is not equal to X. The second record without a matching Prior School Status/Student Attendance record would not generate an error message because the School Number, Current Enrollment is equal to 3518. The third record without a matching Prior School Status/Student Attendance record would not generate an error message because Migrant Status Term is equal to X. The fourth record would not generate an error message because it has a matching Prior School Status/Student Attendance record.

Student Demographic records

| District Number, Current Enrollment | School Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Year | Migrant Status Term |
|-------------------------------------|-----------------------------------|------------------------------------|--------------------|------|---------------------|
| * 02 | 0111 | 0212345678 | 3 | 1011 | Z |
| 02 | 3518 | 0212345678 | 3 | 1011 | Z |
| 02 | 0111 | 0212345679 | 3 | 1011 | X |
| 02 | 0111 | 0212345680 | 3 | 1011 | B |

Prior School Status/Student Attendance records

| District Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Year |
|-------------------------------------|------------------------------------|--------------------|------|
| 02 | 0212345680 | 3 | 1011 |

STUDENT DEMOGRAPHIC - EXCEPTION REPORTS

DISTRICT RESPONSIBILITY

The district must review the Student Demographic Information record and determine whether a matching Prior School Status/Student Attendance record is necessary. If such a record is necessary, the district must submit the record. If such a record is not necessary, then no action is necessary.

STUDENT DEMOGRAPHIC - AGGREGATE EXCEPTION REPORTS

90. For each School Number, Current Enrollment, at least one record must have a Lunch Status code not equal to 0 unless the School Number, Current Enrollment is 3518, 9996, 9997, N998, or N999. (The student did not apply for free or reduced price lunch). (This edit does not apply to Survey Periods 6 and 8.) –aggregate exception report-

Note: The following information will be listed on the exception report for schools that do not meet the exception edit above:

- District Number, Current Enrollment
- School Number, Current Enrollment
- Total number of Student Demographic records
- Number of records with Lunch Status = 0

EXAMPLE

School 0021 has 56 total Student Demographic records. All of these records have a Lunch Status code of 0. An error message is generated for School 0021 on the exception report indicating that the school failed this exception edit.

DISTRICT RESPONSIBILITY

The district must review the records to determine whether code 0 was used appropriately. The district must correct the Lunch Status on the Student Demographic records that are in error. If no records are in error, no action is necessary.

STUDENT DEMOGRAPHIC - AGGREGATE EXCEPTION REPORTS

91 For each School Number, Current Enrollment in the District Number, Current Enrollment either all records must have a Lunch Status code of 4 (Provision 2 School) or no records must have a Lunch Status code of 4. (This edit does not apply to Survey Periods 6 and 8.) –aggregate validation-

EXAMPLE

The records listed below would cause an error message to be printed on the validation report for school 0012 because one record in the school has a Lunch Status code of 4 and the other record has a Lunch Status code of 1.

| District Number, Current Enrollment | School Number, Current Enrollment | Student Number Identifier, Florida | Survey Period Code | Lunch Status |
|-------------------------------------|-----------------------------------|------------------------------------|--------------------|--------------|
| * 01 | 0012 | 012345678X | 2 | 1 |
| * 01 | 0012 | 012345679X | 2 | 4 |

DISTRICT RESPONSIBILITY

The district must review the information in the set of records and correct the record that is in error so that either all or none of the records in the school have a Lunch Status code of 4.