Florida Department of Education
Education Information and Accountability Services/
Educational Data Systems

Comprehensive Management Information System
Automated Student Reporting Format

Prior School Status

1.   Submit this record format for each PK-12 student who was in membership in any school in the district at any time during the reporting period or any student who withdrew between school years (including DNE's). A separate record must be submitted for each school and each entry/reentry for any school of enrollment in the district.

2.   For students enrolled in a year-round school program, records for the 180-day school year should be sent for periods A-D and Intersession records should all be sent for period E. All records for DJJ students should be sent in periods A-D.

3.   Item number 15, Withdrawal Code, PK-12, should be ZZZ for reporting periods A-C if no withdrawal code is applicable. Every record should have a Withdrawal Code for reporting periods D and E.

4.   KEY FIELDS: The key fields for this format are item numbers l, 2, 3, 10, 11 and 13. If a key field needs to be changed, the record must be deleted and resubmitted as an add.

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2001-2002 PRIOR SCHOOL STATUS

FIELD CHARACTERISTICS:	TAPE CHARACTERISTICS:	
A = Alphabetic only	9 Track (odd Parity)	Date: June 2001
A/N = Alphanumeric	1600 or 6250 BPI, EBCDIC	Effective Date: July 2001
N = Numeric only	Label Information_____	
Z = Zoned Numeric	Record size _____	Format No.:
P = Packed decimal	Block size _____	
R = Right justified		Record Type: 1 of 1
leading zeros		
L = Left justified		Activity No.: DB9 55B

Item Number	From-To	Size	Field Char.	Field Description
1	**1-2**	**2**	**N/R**	**District Number, Current Enrollment**
				The two digit number for the current school district in which the student is officially enrolled for graduation. See <u>DOE Information database Requirements: Volume I -- Automated Student Information System</u>, Appendix C, for acceptable codes.
2	**3-6**	**4**	**A/N/R**	**School Number, Current Enrollment**
				The state assigned four-digit school number in which the student is officially enrolled for graduation during the current school year.
				<u>Number</u> <u>Definition</u>
				0001-9899 District school sites assigned a unique number in the state Master School ID File.
				N998 Home education students.
				N999 DPS/MIS reporting number for out-of-state or PK-12 nonpublic in-state schools.
3	**7-16**	**10**	**A/N**	**Student Number Identifier, Florida**
				A code used to uniquely identify a student. The number must be maintained for all PK-12 students, adult general education students, and postsecondary vocational students.
				<u>If the student has a social security number, the Student Number Identifier, Florida equals the social security number followed by a "X"</u>.
				nnnnnnnnnX Example: 123456789X
				(CONTINUED ON NEXT PAGE)

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Item Number	From-To	Size	Field Char.	Field Description
				If a student <u>does not</u> have a social security number, the school district should assign a number using the common method statewide. First 2 Digits NN — For any student entering a Florida school district for the first time, who does not have a social security number, the first two digits will represent the district of initial entry into the Florida School System. Last 8 Digits NNNNNNNN — The last eight digits are district-defined in such a way as to result in a unique student number within the district where the number is originally assigned. See Data Element Number 175625 of the <u>DOE Information DataBase Requirements: Volume I -- Automated Student Information System</u> for more information.
4	**17-26**	**10**	**A/N**	**Student Number Identifier – Alias, Florida**
				A ten character code used to identify the first Florida Student Number Identifier assigned to a student in a District. See data element number 175630 of the <u>DOE Information DataBase Requirements: Volume I Automated Student Information System</u> for more information.
5	**27-68**	**42**	**A/N/L**	**Student Name, Legal**
	27-43 44-46 47-58 59-68	17 03 12 10		The student's last, first and middle name including appendage as follows: Last Name Appendage First Name Middle/Maiden Name or Initial This is a fixed field.

DB9 55 Exp. 06/30/03

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Item Number	From-To	Size	Field Char.	Field Description
6	**69-69**	**1**	**A**	**Sex**
				The student's sex. Code Definition M Male F Female
7	**70-70**	**1**	**A**	**Racial/Ethnic Category**
				Racial/ethnic group to which the student belongs or with which the student identifies: Code Definition W White, Non-Hispanic: Persons having origins in any of the original peoples of Europe, North Africa or the Middle East. B Black, Non-Hispanic: Persons having origins in any of the black racial groups of Africa. H Hispanic: Persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin regardless of race. A Asian or Pacific Islander: Persons having origins in any of the original peoples of the Far East, Southeast Asia, the Pacific Islands or the Indian subcontinent. This area includes for example, China, India, Japan, Korea, the Philippine Islands and Samoa. I American Indian or Alaskan Native: Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition. M Multiracial: Persons having parents of different racial/ethnic categories.
8	**71-78**	**8**	**N**	**Birth Date**
				The numeric representation of the date on which the student was born. MMDDYYYY Example: 12011969 = December 1, 1969

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Item Number	From-To	Size	Field Char.	Field Description
9	**79-80**	**2**	**A/N**	**Grade Level**
				The student's current grade level placement of the grade level for which data are being reported.
				Code
				PK
				KG
				01-12
				23
				If a student is in an ungraded setting assign the student to the grade in which he or she would normally be enrolled.
10	**81-81**	**1**	**A/N**	**Prior School/Location: Reporting Period**
				A one-character code (A-E) which identifies the period being reported.
				CODE DEFINITION
				A November
				B February
				C May
				D August
				E September
				All DJJ attendance is reported in periods A-D. Intersessions are reported in period E. Extended year attendance (greater then 180 days) is reported in periods A-D.
				See DOE Information DataBase Volume I -- User Manual.

Detailed field contents for Item 9 (Grade Level):

Code	Grade or Level
PK	Prekindergarten
KG	Kindergarten
01-12	First through Twelfth Grade
23	Student eligible for Certificate of Completion at the end of grade 12 who elects to remain in a remedial program for one additional school year.

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Item Number	From-To	Size	Field Char.	Field Description
11	**82-85**	**4**	**N**	**School Year**
				The school year for which courses, grades and credits are recorded in the student's permanent record or the school year for which data are reported. School year is: YYYY Example: 0102
12	**86-88**	**3**	**A/N**	**Entry (Re-Entry) Code, PK-12**
				A code indicating the status under which the PK-12 student entered school.
13	**89-96**	**8**	**A/N**	**Entry (Re-Entry) Date**
				The numeric representation of the date on which the PK-12 student entered his or her current school or the adult student enrolled in this class. MMDDYYYY Example: 03122001
14	**97-98**	**2**	**A/N**	**Prior School/Location: District/County**
				A two-character code which identifies the district/county in which a student was enrolled in school prior to enrolling in the current school. This code is required for students who have an entry code of E01 – E04. For students with an entry code of E09, this code identifies the district/county in which the student resided prior to enrolling in the current school. See Appendix C for district numbers. CODE DEFINITION **01 – 70 & 72 – 76** State assigned number for school district or other agency. **99** Other than Florida public school.
15	**99-100**	**2**	**A**	**Prior School/Location: State/Territory or Commonwealth**
				A two-character code which identifies the state/territory or commonwealth in which a student was enrolled in (CONTINUED ON NEXT PAGE)

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Item Number	From-To	Size	Field Char.	Field Description
				school prior to enrolling in the current school. This code is required for students who have an entry code of E01 – E04. For students with an entry code of E09, this code identifies the state/territory or commonwealth in which the student resided prior to enrolling in the current school. See Appendix H for States. See Appendix Q for Commonwealths, and Territories
16	**101-102**	**2**	**A**	**Prior School/Location: Country**
				A two-character code which identifies the country in which a student was enrolled in school.prior to enrolling in the current school. This code is required for students who have an entry code of E01 – E04 For students with an entry code of E09, this code identifies the country in which the student resided prior to enrolling in the current school. See Appendix G for Country codes.
17	**103-105**	**3**	**A/N**	**Withdrawal Code, PK-12**
				A state defined code indicating the status under which the PK-12 student withdrew from a school or district. See <u>DOE Information database Requirements: Volume I – Automated Student Information System</u>, Appendix A, for code definition.
18	**106-113**	**8**	**N**	**Withdrawal Date**
				See Data Element Number 188825 of the <u>DOE Information Data Base Requirements: Volume I -- Automated Student Information System</u> for more information. MMDDYYYY Example: 06051983
19	**114-116**	**3**	**N**	**Days Present, Reporting Period**
				A numeric value representing the total days the student is present in a school or district during the reporting period.

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Item Number	From-To	Size	Field Char.	Field Description
20	**117-119**	**3**	**N**	**Days Absent, Reporting Period**
				A numeric value representing the total days the student is absent in a school or district during the reporting period.
21	**120-120**	**1**	**A**	**Transaction Code**
				A code indicating the appropriate action to be taken with respect to the district's data base reporting record. Code Definition A Add Record C Updated Record (Change) D Delete Record
22	**121-160**	**40**	**N/A**	**Filler**