1.   District Number, Current Enrollment must be numeric, in the range 01-70 or 72-76 and must be correct for the district submitting the data. -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 since the District Number, Current Enrollment is not in the appropriate range. The fourth record would be rejected if district 01 submitted the record.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0021	012345677X
01	0021	012345678X
* 00	0021	012345679X
* 02	0021	012345676X

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, Current Enrollment and resubmit the record.

2.   School Number, Current Enrollment must be numeric in the range 0001 to 9899, or it must be N998 or N999. -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 second two records would be rejected. The first of these would be rejected because the School Number, Current Enrollment is not in the appropriate numerical range. The second of these two records would be rejected because the School Number, Current Enrollment is not numeric.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0151	012345678X
01	0151	012345679X
* 01	9999	012345680X
* 01	C901	012345681X

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.

3.   **The first nine positions of Student Number Identifier, Florida must be numeric. The tenth position of Student Number Identifier, Florida must either be an "X" or numeric. If the tenth position of Student Number Identifier, Florida is numeric, the first two digits must be a valid district number in the range 01-70 or 72-76. -record rejected-**

Note: For additional information on Student Number Identifier, Florida refer to the <u>DOE Information Date Base Requirements: Volume I -- Automated Student Information System, Appendix C, for acceptable codes.</u>

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 position must be an "X". The fourth and sixth records 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.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida
01	0151	0123456789
01	0151	123456789X
* 01	0151	123456789C
* 01	0151	123456789
* 01	0151	0023456791
* 01	0151	0123 56791

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.

4.   Survey Period Code must be F, W or S 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 "W". However, records on the transmission have a Survey Period Code "F". All update, 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.

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

> **EXAMPLE**
>
> The Fiscal Year as specified in the transmission JCL or in statements for tape transmission is identified as "0001". However, records on the transmission have Fiscal Year coded as "0102".   All updates, adds or deletes with this inconsistency will be rejected.
>
> **DISTRICT RESPONSIBILITY**
>
> The district must correct the Fiscal Year either on the records coming in or the transmission JCL and resubmit all records.

6.   The Transaction Code must be A, C or D. For the original transmission, only A is valid. For subsequent batch/update submissions, if A is specified then the record must not already exist on the 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.

7.   School Number, Current Instruction/Service must be numeric in the range of 0001 to 9899. -record rejected-

EXAMPLE

The third record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first and second records would be rejected because the School Number, Current Instruction/Service is not within the specified range or is not numeric.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Survey Period Code	Fiscal Year	Course Number	Student Number Identifier, Florida
* 31	0000	W	0102	8506010	123456789X
* 31	C801	W	0102	8415410	123456790X
31	0031	W	0102	8506010	123456791X

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 Instruction/Service and resubmit the records.

8.   District Number, Current Instruction/Service must be numeric in the range 01-70 or 72-76 and 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 record would be loaded to the data base assuming no other reject rule would cause its rejection. The second 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 Instruction/ Service	Survey Period Code	Fiscal Year	Course Number	Student Number Identifier, Florida
01	0021	W	0102	8103100	123456789X
* 02	0421	W	0102	8103100	123456788X

> **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.

9. **Section Number must not be all blanks. -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 the Section Number contains all blanks.

School Number, Current Instruction/ Service	Course Number	Section Number	Period Number	Student Number Identifier, Florida
* 31	8106120		0102	123456787X
31	A010214	1	0607	123456789X

   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 Section Number and resubmit the record.

→ **10.   Deleted 7/01.**

→ **11.   Deleted 7/01.**

12. **Grade Level must be 09-12, 30 or 31. -record rejected-**

    EXAMPLE

    The first, fifth and sixth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second, third and fourth records would be rejected because Grade Level is invalid.

Student Number Identifier, Florida	Course Number	Grade Level
630123454X	9900000	10
* 630123455X	9900000	7
* 630123456X	9900000	KG
* 630123457X	9900000	AD
630123458X	9900000	30
630123459X	9900000	31

    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 and resubmit the records.

13.   The Date of Entry must be numeric and a valid date in the format MMDDYYYY, where MM is a valid month (01-12), DD is a valid day (01-31), and YYYY is a valid year (1981-2002).   -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 Date of Entry is in the wrong format.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Date of Entry
01	0021	012345676X	04301991
01	0021	012345677X	01031989
* 01	9999	012345678X	19880416
* 01	C901	012345679X	021789

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 Date of Entry and resubmit the records.

14. **The Withdrawal Code, Adult must be in the range W29-W51. -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 Withdrawal Code, Adult is not valid.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Grade Level	Withdrawal Code, Adult
23	0141	123456789X	30	W30
23	0081	256789012X	31	W42
* 23	0151	987654321X	31	W27

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 Withdrawal Code, Adult and resubmit the record.

15. **The code for Adult Educational Functioning Level, Initial must be either B, C, D, E, F, H, J, N, P, Z, 2, 3, 4, 5, 6, or 7. -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 Adult Educational Functioning Level, Initial code is not valid.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Adult Educational Functioning Level, Initial
23	0141	123456789X	F
23	0081	234567890X	C
* 23	0151	987654321X	8

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 Adult Educational Functioning Level, Initial code and resubmit the record.

16.   **Deleted 7/01.**

17. **The code for Vocational/Adult General Education, Disability, Student must be I, N or Z. -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 Vocational/Adult General Education, Disability, Student code is not valid.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Vocational/Adult General Education, Disability, Student
23	0141	123456789X	I
23	0081	234567891X	N
* 23	0151	198765432X	D

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 Vocational/Adult General Education, Disability, Student code and resubmit the record.

19.   Date of Entry must be a date less than the current date. -record rejected-

EXAMPLE

Assuming that the records below were submitted for the Fall reporting period in 2000, the first and second records would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the Date of Entry is not less than the current date.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Date of Entry
01	0021	012345676X	04301990
01	0021	012345677X	01031989
* 01	9999	012345678X	12312000

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 Date of Entry and resubmit the records.

➡ **20.   Deleted 7/01.**

→ **21.   Deleted 7/01.**

22.   The Vocational/Adult General Education Program Code must be an adult general education program number from the Vocational/Adult General Education Program Edit file (F61730). -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 Vocational/Adult General Education (AGE) Program Code is not valid.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Vocational/Adult General Education Program Code
23	0141	123456789X	9900000
23	0081	234567891X	9900010
* 23	0151	987654321X	9999999

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 Vocational/Adult General Education Program Code and resubmit the record.

23. **Adult Educational Functioning Level, Final must be either B, C, D, E, F, H, J, N, P, Z, 2, 3, 4, 5, 6, or 7. -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 Adult Educational Functioning Level, Final is not valid.

District Number, Current Enrollment	School Number, Current Enrollment	Student Number Identifier, Florida	Adult Educational Functioning Level, Final
23	0141	123456789X	B
23	0081	234567891X	3
* 23	0151	987654321X	M

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 Adult Educational Functioning Level, Final and resubmit the record.

24. **Deleted 7/01.**

25. **Course Number must not contain blanks and must be a valid Course Number on the Vocational/Adult General Education Program Edit file (F61730) unless the Vocational/Adult General Education Program Code equals 9900010. -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 in each case the Course Number is not a valid number on the Vocational/Adult General Education Program Edit file.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Course Number
01	123456789X	S	0102	9900025
01	123456790X	S	0102	9900060
* 01	123456791X	S	0102	0706311
* 01	123456792X	S	0102	0300415

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 Course Number and resubmit the records.

26.   The Course Number must be valid for the Vocational/Adult General Education Program Code submitted. -record rejected-

Note: For more information on Course Numbers refer to the Workforce Development Data Base Handbook.

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 in each case the Vocational/Adult General Education (AGE) Program Code is not valid for the course submitted.

District Number, Current Instruction/ Service	Survey Period Code	Student Number Identifier, Florida	Vocational/ Adult General Education Program Code	Course Number
01	W	123456789X	9900000	9900001
01	W	123456790X	9900000	9900002
* 01	W	123456791X	B070103	9900021
* 01	W	123456792X	D886300	9900026

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 Vocational/Adult General Education Program Code and resubmit the records.

27.   The Adult Fee Status code must be R, W, D, F, G, H, I, J, K, L, M, N, or P.
-record rejected-

EXAMPLE

The second and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first record would be rejected because Adult Fee Status code is invalid.

District Number	Student Number Identifier, Florida	Adult Fee Status
* 01	012345678X	C
01	013456789X	R
01	019876543X	J

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 Adult Fee Status code and resubmit the record.

28. **Term must be either 1-9, B-O, or R-X. -record rejected-**

    EXAMPLE

    The third record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first and second records would be rejected because Term code is invalid or it is blank.

School Number, Current Instruction/ Service	Course Number	Student Number Identifier, Florida	Term
* 0211	8206110	123456787X	P
* 0211	8209010	123456788X	
0211	A010214	123456789X	S

    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 Term code and resubmit the records.

29.   Each record must be unique based on Student Number Identifier, Florida; Survey Period Code; Fiscal Year; District Number, Current Instruction/Service; School Number, Current Instruction/Service; Course Number; Section Number and Term. -First record accepted, all other duplicate records rejected-

EXAMPLE

The fifth and eighth records listed below would be rejected because the key items (Student Number Identifier, Florida; Survey Period Code; Fiscal Year; District Number, Current Instruction/Service; School Number, Current Instruction/Service; Course Number; Section Number and Term) duplicate the key items in a previous record. The first of two records with the same key information will be loaded to the data base file, assuming it meets all other applicable criteria. Any subsequent records submitted with duplicate data in all the key items would be rejected.

Student Number Ident., Florida	Survey Period Code	Fiscal Year	Dist. Num., Curr. Inst./ Serv.	Sch. Num., Curr. Inst./ Serv.	Course Number	Section Number	Term
123456784X	F	0102	01	0151	8209010	00100	1
123456785X	F	0102	01	0151	8209010	00100	1
123456786X	F	0102	01	0151	8209010	00100	1
123456787X	F	0102	01	0151	8209010	00100	1
* 123456787X	F	0102	01	0151	8209010	00100	1
123456788X	F	0102	01	0151	8209010	00100	1
123456789X	F	0102	01	0151	8209010	00100	1
* 123456789X	F	0102	01	0151	8209010	00100	1

DISTRICT RESPONSIBILITY

If the records that were accepted and loaded to the data base are the 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.

30.   School Number, Current Instruction/Service must exist as a valid number in the District Number, Current Instruction/Service on the Master School Identification File. -record rejected-

EXAMPLE

The fourth and fifth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first, second and third records would be rejected because the School Number, Current Instruction/Service does not exist on the Master School Identification file.

District Number, Current Instruction/Service	School Number, Current Instruction/Service
* 09	8131
* 13	0021
* 15	C999
57	0051
63	0031

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 Instruction/Service and resubmit the records.

31.   **Deleted 7/01.**

32.   The Adult Educational Functioning Level, Initial code set used must agree with the Vocational/Adult General Education Program Code and the Course Number in the following table:

Vocational/Adult General Education Program Code	Adult Course Number	Adult Educational Functioning Level, Initial
9900000	9900001 - 9900004	B, F, H, or J
9900010	(any)	B, F, H, J, N, P or Z
9900020	9900021 - 9900026	B, F, H, J, N or Z
9900030	9900030	N, P or Z
9900060	9900060	Z
9900070	9900070	Z
9900080	9900080	Z
9900090	9900090	N, P or Z
9900100	9900100	B, F, H, J, N, P or Z
9900400	9900040	2, 3, 4, 5, 6, 7
9900400	9900050	C, D, E
9900400	9900051	Z
S990001	S990011 - S990041	B, F, H, J, N, or P

-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 and third records would be rejected because the Adult Educational Functioning Level, Initial codes are inappropriate for the Vocational/Adult General Education Program Codes and Course Numbers reported.

Student Number Identifier, Florida	Vocational/Adult General Education Program Code	Course Number	Adult Educational Functioning Level, Initial
* 123456789X	9900000	9900001	2
123456790X	9900400	9900040	2
* 123456791X	9900020	9900021	C

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 relationship between the Vocational/Adult General Education Program Code and the Adult Educational Functioning Level, Initial code and resubmit the records.

→ **33.   Deleted 7/01.**

34.   If Cost Reporting Code equals 400, then the Vocational/Adult General Education Program Code must be 9900000 - 9900400 or S990001.   -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 Vocational/Adult General Education Program Code is inappropriate for the Cost Reporting Code reported.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Cost Reporting Code	Vocational/ Adult General Education Program Code
29	0123456789X	400	9900100
* 29	0123456790X	400	A010214

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 Vocational/Adult General Education Program Code or the Cost Reporting Code and resubmit the record.

→ **37.   Deleted 7/01.**

→ **38. Deleted 7/01.**

39.   Cost Reporting Code must equal 400. -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 and third records would be rejected because the Cost Reporting Codes are invalid for this format.

Student Number Identifier, Florida	Cost Reporting Code	Vocational/Adult General Education Program Code
* 123456789X	340	9900020
123456790X	400	9900070
* 123456791X	370	9900020

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 Cost Reporting Codes and resubmit the records.

➡ **40.   Deleted 7/01.**

41.   If the Vocational/Adult General Education Completion Point Code equals Z, then it must be left justified followed by five blanks. -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 and third records would be rejected because a position of the Vocational Occupational Completion Point Code is Z and the other positions are not all blank.

Student Number Identifier, Florida	Vocational/Adult General Education Completion Point Code
123456789X	Z_____
* 212345678X	AZB___
* 312345678X	AZ____

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 Vocational/Adult General Education Completion Point Codes and resubmit the records.

42.   If the Vocational/Adult General Education Completion Point Codes are other than Z or blank, then the reported codes must be left justified, with no embedded blanks, and valid for the Vocational/Adult General Education Program Code reported for the student unless the Vocational/Adult General Education Program Code equals 9900010. -record rejected-

Note: Use the Vocational/Adult General Education Program Edit File (DATASET NAME = DPS.DISTRICT.GQ.F61730.Y0001) for the comparison of Vocational Occupational Completion Point Codes.

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 Vocational/Adult General Education Completion Point Code is incompatible with the Vocational/Adult General Education Program Code reported for the student.

Student Number Identifier, Florida	Vocational/Adult General Education Completion Point Code	Vocational/Adult General Education Program Code
123456789X	A_____	9900000
212345678X	B_____	9900000
* 312345678X	ABG__	9900020

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 Vocational/Adult General Education Completion Point Code and resubmit the record.

43.   The Vocational/Adult General Education Suffix Code must equal I, V, J, or Z. -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 Vocational/Adult General Education Suffix Code is not valid.

Student Number Identifier, Florida	Vocational/Adult General Education Program Code	Vocational Suffix Code
540123458X	9900026	V
* 540123459X	9900002	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 Vocational/Adult General Education Suffix Code and resubmit the record.

45.   Deleted 7/01.

46.   The Co-Enrolled Student, Adult General Education code must be equal to Y or N. -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 and third records would be rejected because the Co-Enrolled Student, Adult General Education codes are not valid.

Student Number Identifier, Florida	Co-Enrolled Student, Adult General Education
* 012345678X	1
012345677X	N
* 012345676X	C

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 Co-Enrolled Student, Adult General Education codes and resubmit the records.

47.   If the Co-Enrolled Student, Adult General Education code equals Y, then Grade Level must equal 09-12 and vice versa. -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 record would be rejected because the Grade Level code is inappropriate for the Co-Enrolled Student, Adult General Education code reported.

Student Number Identifier, Florida	Co-Enrolled Student, Adult General Education	Grade Level
123456789X	Y	10
123456790X	Y	12
* 123456791X	Y	31

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 or Co-Enrolled Student, Adult General Education code and resubmit the record.

48.   The Vocational/Adult General Education Completion Point Code must be A-H, J-N, P, R-W, Z or blank and no letter should repeat unless Vocational/Adult General Education Program Code equals 9900010. -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 Vocational/Adult General Education Completion Point Code field contains an invalid code.

Student Number Identifier, Florida	Vocational/Adult General Education Completion Point Code
123456789X	ABC
* 123456790X	HIJY

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 Vocational/Adult General Education Completion Point Code field and resubmit the record.

49.   If the Co-Enrolled Student, Adult General Education code equals N, then Grade Level must equal 30 or 31 and vice versa. -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 record would be rejected because the Grade Level code is inappropriate for the Co-Enrolled Student, Adult General Education code reported.

Student Number Identifier, Florida	Co-Enrolled Student, Adult General Education	Grade Level
123456789X	N	30
123456790X	N	31
* 123456791X	N	12

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 or Co-Enrolled Student, Adult General Education code and resubmit the record.

50. **If the Vocational/Adult General Education Program Code equals 9900010, Course Number must be a valid number on the Course Code Directory file and in the range 0100300-2499990, 7910010-7980990, 8100000-9001920 and 9900010. -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 two records would be rejected because in each case the Course Number is not a valid number on the Vocational/Adult General Education Program Edit file or the Course Code Directory file.

District Number, Current Instruction/ Service	Student Number Identifier, Florida	Survey Period Code	Vocational/ Adult General Education Program Code	Fiscal Year	Course Number
* 01	123456789X	S	9900010	0102	9900011
* 01	123456790X	S	9900010	0102	9900041
01	123456791X	S	9900010	0102	0706311
01	123456792X	S	9900010	0102	0300415

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 Course Number and resubmit the records.

51. Financial Assistance must be A-E or Z, and must be left justified with trailing blanks. -record rejected-

EXAMPLE

The sample records listed below would be rejected. The first record would be rejected because the Financial Assistance code includes an invalid value. The second record would be rejected because the Financial Assistance code is left blank.

Student Number Identifier, Florida	Course Number	Financial Assistance
* 540123458X	B070302	ABF
* 540123459X	A010615	

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 Financial Assistance code and resubmit the records.

52.   If Financial Assistance equals Z, all other positions must be blank. -record rejected-

EXAMPLE

The sample records listed below would be rejected. The first record would be rejected because the Financial Assistance code includes a Z and other values. The second record would be rejected because the Financial Assistance code is two Zs.

Student Number Identifier, Florida	Course Number	Financial Assistance
* 540123458X	B070302	ABZ
* 540123459X	A010615	ZZ

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 Financial Assistance code and resubmit the records.

53.   **If Financial Assistance equals A-E, the value Z cannot be reported on the same record. -record rejected-**

   EXAMPLE

   The first sample record listed below would be rejected. The first record would be rejected because the Financial Assistance code includes a Z and other values. The second record listed below would be loaded to the data base assuming no other reject rule would cause its rejection.

Student Number Identifier, Florida	Course Number	Financial Assistance
* 540123458X	B070302	ABZ
540123459X	A010615	Z

   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 Financial Assistance code and resubmit the record.

54.   Vocational/Adult General Education Class Length must be greater than zero. -record rejected-

EXAMPLE

The third record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first and second records would be rejected because Vocational/Adult General Education (AGE) Class Length contains a blank or is not numeric.

School Number, Current Instruction/ Service	Course Number	Vocational/ Adult General Education Class Length
* 0361	I470606	0 00
* 0361	I480502	M025
0361	A010214	0120

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 Vocational/Adult General Education Class Length and resubmit the records.

55.   If the Co-Enrolled Student code equals Y, the Vocational/Adult General Education Program Code must equal 9900010. –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 Vocational/Adult General Education Program Code is inappropriate for the Co-Enrolled Student code reported.

Student Number Identifier, Florida	Co-Enrolled Student	Vocational/Adult General Education Program Code
123456790X	Y	9900010
* 123456791X	Y	9900400

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 Vocational/Adult General Education Program Code or the Co-Enrolled Student code and resubmit the record.

70.   Each WDIS Adult General Education Student Course record must have a matching WDIS Teacher Course record based on the key fields of District Number, Current Instruction/Service; School Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Course Number; Section Number and Term. -state validation 3, 10-

ALLOWABLE for Batch/Update

   EXAMPLE

   The first and second records listed below would pass the edit criteria. However, the third WDIS Adult General Education Student Course record would not pass this edit because of the failure to have a matching WDIS Teacher Course record based on the keys of District Number, Current Instruction/Service; School Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Course Number; Section Number and Term.

   WDIS Adult General Education Student Course Records

District Number, Current Instruc./ Service	School Number, Current Instruc./ Service	Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Course Number	Section Number	Term
01	0421	012345677X	F	0102	8209010	00200	1
01	0421	012345678X	F	0102	8209010	00100	1
* 01	0421	012345679X	F	0102	8209010	00100	1

   WDIS Teacher Course Records

District Number, Current Instruc./ Service	School Number, Current Instruc./ Service	Survey Period Code	Fiscal Year	Course Number	Section Number	Social Security Number	Term
01	0421	F	0102	8209010	00200	123456789	1
01	0421	F	0102	8209010	00100	123456789	1

DISTRICT RESPONSIBILITY

The district must correct the appropriate key field on the WDIS Adult General Education Student Course records or submit a matching WDIS Teacher Course record.

71. **Each WDIS Adult General Education Student Course record must have a matching WDIS Student Demographic record based on District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year. -state validation 3, 10-**

ALLOWABLE for Batch/Update

EXAMPLE

The first and second WDIS Adult General Education Student Course records listed below would pass this edit criteria. However, the third and fourth WDIS Adult General Education Student Course records would fail this edit because they do not match records on the WDIS Student Demographic Information format based on the key elements of District Number, Current Instruction/Service; Student Number Identifier, Florida; Survey Period Code; and Fiscal Year.

WDIS Student Demographic Records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
01	019876543X	W	0102
01	019876544X	W	0102
01	019876545X	W	0102
01	019876548X	W	0102

WDIS Adult General Education Student Course Records

District Number, Current Instruction/Service	Student Number Identifier, Florida	Survey Period Code	Fiscal Year
01	019876543X	W	0102
01	019876544X	W	0102
* 42	019876545X	W	0102
* 63	019876548X	W	0102

DISTRICT RESPONSIBILITY

The district must verify the various key elements from the WDIS Adult General Education Student Course records, correct those in error and resubmit the records or add matching WDIS Student Demographic records.

72.   If the Vocational/Adult General Education Program Code equals 9900400 or 9900080, then the Limited English Proficient code must equal LY.   -state validation 3, 10-

ALLOWABLE for Batch/Update

EXAMPLE

The first and second records listed below would pass the edit criteria. However, the third WDIS Adult General Education Student Course record would not pass this edit because of the incorrect relationship between the Limited English Proficient code and the Vocational/Adult General Education Program code.

WDIS Adult General Education Student Course Records

District Number, Current Instruc./ Service	School Number, Current Enrollment	Student Number Identifier, Florida	Fiscal Year	Vocational/Adult General Education Program Code	Survey Period Code
01	0421	012345677X	0102	9900040	F
01	0421	012345678X	0102	9900050	F
* 01	0421	012345679X	0102	9900040	F

WDIS Student Demographic Information Records

District Number, Current Instruc./ Service	School Number, Current Enrollment	Fiscal Year	Limited English Proficient	Student Number Identifier, Florida	Survey Period Code
01	0421	0102	LY	012345677X	F
01	0421	0102	LY	012345678X	F
01	0421	0102	LN	012345679X	F

DISTRICT RESPONSIBILITY

The district must correct the Vocational/Adult General Education Program Code data element on the WDIS Adult General Education Student Course record or correct the Limited English Proficient code on the WDIS Student Demographic Information record and resubmit the corrected record.

73.   If the Adult Fee Status code equals P, then the Adult Education Entrance Profile must equal F. -state validation 3, 10-

ALLOWABLE for Batch/Update

EXAMPLE

The first and second records listed below would pass the edit criteria. However, the third WDIS Adult General Education Student Course record would not pass this edit because of the invalid code for the Adult Education Entrance Profile data element on the WDIS Student End of Year Status record.

WDIS Adult General Education Student Course Records

District Number, Current Instruc./ Service	School Number, Current Enrollment	Student Number Identifier, Florida	Fiscal Year	Adult Fee Status	Survey Period Code
01	0421	012345677X	0102	P	F
01	0421	012345678X	0102	P	F
* 01	0421	012345679X	0102	P	F

WDIS Student End of Term Status Records

District Number, Current Enrollment	School Number, Current Enrollment	Fiscal Year	Adult Education Entrance Profile	Survey Period Code	Student Number Identifier, Florida
01	0421	0102	F	F	012345677X
01	0421	0102	F	F	012345678X
01	0421	0102	G	F	012345679X

DISTRICT RESPONSIBILITY

The district must correct the Adult Fee Status data element on the WDIS Adult General Education Student Course records or correct the Adult Education Entrance Profile data element on the WDIS Student End of Term Status record and resubmit the corrected record.

80.   The student's Grade Level code on the WDIS Adult General Education Student Course record must agree with the Grade Level code on the WDIS Student Demographic record submitted by the district of instruction. -exception report-

EXAMPLE

The first and third records listed below would pass the edit criteria. However, the second and fourth records would cause a message to be generated because the Grade Level codes on the Student Demographic and the Adult General Education (AGE) Student Course records do not agree.

WDIS Student Demographic Records			*WDIS AGE Student Course Records*		
District Number, Instruction/ Service	Student Number, Identifier Florida	Grade Level	District Number, Instruction/ Service	Student Number, Identifier, Florida	Grade Level
49	491234566X	30	49	491234566X	30
* 49	491234567X	11	* 49	491234567X	12
49	491234568X	31	49	491234568X	31
* 49	491234569X	31	* 49	491234569X	30

DISTRICT RESPONSIBILITY

The district should verify the student's Grade Level to assure that the Grade Level at the time the Adult General Education course was taken is actually different than the student's Grade Level at the end of the school year. If the Grade Level should be the same, correct the Grade Level. If the reported Grade Level is correct, no action is necessary.

81.   Whatever level the Adult Educational Functioning Level, Initial reported, the Adult Educational Functioning Level, Final should be reported at an equal or higher level.

Adult Educational Functioning Level, <u>Initial</u>	Adult Educational Functioning Level, <u>Final</u>
B	B, F, H, J, N, or P
C	C, D, or E
D	D or E
E	E
F	F, H, J, N, or P
H	H, J, N, or P
J	J, N, or P
N	N or P
P	P
2	2, 3, 4, 5, 6, or 7
3	3, 4, 5, 6, or 7
4	4, 5, 6, or 7
5	5, 6, or 7
6	6 or 7
7	7

-exception report-

EXAMPLE

The first and third records listed below would pass the edit criteria. However, the second and fourth records would cause a message to be generated because the Adult Educational Functioning Level, Final codes are not an equal or higher level than the Adult Educational Functioning Level, Initial codes.

District Number, Current Instruction/ Service	Student Number, Identifier Florida	Adult Education Functioning Level, Initial	Adult Education Functioning Level, Final
49	491234566X	F	J
* 49	491234567X	J	F
49	491234568X	N	P
* 49	491234569X	N	J

DISTRICT RESPONSIBILITY

The district should verify the student's initial and final functioning levels to assure that the Adult Educational Functioning Level, Initial and the Adult Educational Functioning Level, Final codes are accurate. If either data element is incorrect, make the appropriate correction and resubmit the record. If the reported data elements are correct, no action is necessary.

→ **82.   Deleted 7/01.**