

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

1. 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 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 within the appropriate range.

| District Number,<br>Current Enrollment | School Number,<br>Current Enrollment | Student Number<br>Identifier, Florida |
|--|--------------------------------------|---------------------------------------|
| 01                                     | 0151                                 | 012345677X                            |
| 01                                     | 0151                                 | 012345678X                            |
| * 00                                   | 0151                                 | 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

2. **School Number, Current Enrollment must be numeric in the range 0001 to 9899, excluding 9001, or it must be N998 or N999. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause the records to be rejected. The last 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,<br>Current Enrollment | School Number,<br>Current Enrollment | Student Number<br>Identifier, Florida |
|--|--------------------------------------|---------------------------------------|
| 01                                     | 0151                                 | 012345676X                            |
| 01                                     | 0151                                 | 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

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 01-75 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 more 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 position must be an "X". The fourth record would be rejected because the Student Number Identifier, Florida contains blanks. The fifth record would be rejected because the first two digits are not a valid district number. The sixth record would be rejected because the tenth position contains an "X", and the first three positions are all zeroes.

| District Number,<br>Current Enrollment | School Number,<br>Current Enrollment | Student Number<br>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.

## **CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES**

- 4. Survey Period Code must be 5 and must be correct for the submission specified by the district. -record rejected-**

### **EXAMPLE**

If the Survey Period Code as specified in the transmission JCL or in the statements for tape transmission was identified as Survey Period Code "5" and records were coded with Survey Period Code "3", all updates, adds, or deletes with this inconsistency would be rejected.

### **DISTRICT RESPONSIBILITY**

The District must correct the Survey Period Code either on the transmission JCL or on the records and resubmit the records.

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

### **EXAMPLE**

The School Year - Record Submitted as specified in the transmission JCL or in statements for tape transmission is identified as the valid year for data submission. However, records on the transmission have the previous School Year coded. All updates, adds or deletes with this inconsistency would be rejected.

### **DISTRICT RESPONSIBILITY**

Correct the School Year - Record Submitted either on the records coming in or the transmission JCL and resubmit all records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

6. **District Number, Current Instruction/Service must be numeric in the range 01-69 or 71-75 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 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   | 0151                              | 012345677X                         |
| 01   | 0151                              | 012345678X                         |
| * 02   | 0151                              | 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

7. The School Number, Current Instruction/Service must be numeric in the range 0001-9899, excluding 9001, or it must be C901-C928, U970-U980, or P001-P999. -record rejected-

### EXAMPLE

The records listed below would be rejected. The first record would be rejected because the School Number, Current Instruction/Service is not within the valid range of numbers. The second record would be rejected because the School Number, Current Instruction/Service contains two blanks.

| Student Number Identifier, Florida | District Number, Current Instruction/Service | School Number, Current Instruction/Service |
|------------------------------------|--|--|
| * 011234567X                       | 01   | 9901                                       |
| * 011234568X                       | 01   | 21   |

### 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

8. If Course Number begins with a number; and
- Is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730); and
  - Is not 1006300, 2001310, 2001340, 2003310, 2102360, 2102370, 3027010, 3027020, 2000350, or 2000360 with an FEFP Program number other than 300;
  - Then the Career and Technical Education/Adult General Education Program Code must be a valid program number for the Course Number submitted, as listed in file F61730.

If the Course Number begins with three alphabetic characters followed by a zero in the fourth position, and

- Is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730);
- Then the Career and Technical Education/Adult General Education Program Code must be a valid program number for the Course Number submitted, as listed in file F61730.

If Course Number begins with one alphabetic character, and

- Is a course number from the Career and Technical Education/Adult General Education Program Edit file (F61730);
- Then the Career and Technical Education/Adult General Education Program Code must be the same as the Course Number.

-record rejected-

### EXAMPLE

The first, second, and third 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 Vocational/Adult General Education Program Code is not a valid program number.

| Student Number Identifier, Florida | Course Number | Vocational/Adult General Education Program Code |
|------------------------------------|---------------|---|
| 630123457X                         | 8772010       | 8772000   |
| 630123458X                         | ACR0041       | C400100   |
| 630123459X                         | H170503       | H170503   |
| * 630123460X                       | 8812100       | M803010   |

### DISTRICT RESPONSIBILITY

## **CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES**

If the rejected record 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 Career and Technical/Adult General Education Program Code and resubmit the record.



## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

9. Course Number must not contain blanks. If School Number, Current Instruction/Service does not begin with C, P or U and if the Course Number does not begin with an alphabetic character and if the Course Number is not all zeros; then the Course Number must be a valid Course Number on the Career and Technical/Adult General Education Program Edit file for the School Year, Course Taken (DPS.DISTRICT.GQ.F61730.Yyyyy).

 If School Number, Current Instruction/Service does not begin with C, P, or U and if the Course Number begins with an alphabetic character and is not all zeros, then the Course Number must be a valid Program Number in the Course Code Directory.

If School Number, Current Instruction/Service begins with C or U and if the Course Number is not all zeros, then the Course Number must be on the Statewide Course Numbering System file for the School Year, Course Taken. -record rejected-

Note: DPS.DISTRICT.GQ.F61730.Yyyyy contains valid secondary Career and Technical and applicable exceptional education course numbers. These do not include "local use only" transfer courses. Course Code Directory number ranges for Career and Technical education programs and courses are also listed in Appendix D of the Secondary Career and Technical Data Base Handbook.

### 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 Course Number contains blanks or it is a "local use only transfer" course. The fourth record would be rejected because the Course Number is not a secondary Career and Technical Course Number for the School Year, Course Taken.

| School Number<br>Current Instruction/<br>Service | Student Number<br>Identifier, Florida | Course<br>Number |
|--|---------------------------------------|------------------|
| * 0142   | 630123457X                            | 87 3010          |
| * 2533   | 631023458X                            | 8199990          |
| 0031   | 630123459X                            | 8206110          |
| * 0045   | 630123460X                            | 1480113          |

### 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

10. Section Number must not be all blanks. Allowable characters are 0-9, A-Z, space, hyphen, dollar sign, pound sign and colon. -record rejected-

### EXAMPLE

The first, second and third 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 Section Number contains all blanks.

| Student Number<br>Identifier, Florida | Course<br>Number | Section<br>Number | Period<br>Number |
|---------------------------------------|------------------|-------------------|------------------|
| 031234566X                            | 8751200          | B01               | 0102             |
| 031234567X                            | 8827110          | 01                | 0507             |
| 031234568X                            | 8206110          | PP1 8             | 0304             |
| * 031234569X                          | 8775060          |                   | 0104             |

### 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

11. **Period Number must be numeric, and greater than or equal to zero. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because Period Number contains a blank. The third record would be rejected because Period Number is not numeric.

| Student Number<br>Identifier, Florida | Course<br>Number | Section<br>Number | Period<br>Number |
|---------------------------------------|------------------|-------------------|------------------|
| 031234567X                            | 8751200          | B01               | 0304             |
| * 031234568X                          | 8827110          | 01                | 0 00             |
| * 031234569X                          | 8206110          | PP1 8             | 010B             |
| 031234570X                            | 8775060          | 02                | 0103             |

### 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 Period Number and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

13. Term must be either 1-9, B-O or S-Z. -record rejected-

### EXAMPLE

The records in the first and third examples listed below would be rejected because the Term code is invalid. The second record would be rejected because the Term code was left blank.

| Student Number<br>Identifier, Florida | Course<br>Number | Term |
|---------------------------------------|------------------|------|
| * 240123457X                          | 8103010          | P    |
| * 240123458X                          | 8415130          |      |
| * 240123459X                          | 8206110          | R    |

### 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 and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

14. The School Year – Course Taken must be a valid school year greater than or equal to 0506 and less than or equal to the current school year or it must be all zeros. -record rejected-

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other edit would cause their rejection. The third record would be rejected because the School Year – Course Taken is less than 0506. The fourth record would be rejected because the School Year – Course Taken is not a valid school year.

| District Number, Current Instruction | Student Number Identifier, Florida | School Year - Record Submission | Industry Certification Identifier | School Year - Course Taken |
|--------------------------------------|------------------------------------|---------------------------------|-----------------------------------|----------------------------|
| 01                                   | 019876543X                         | 0910                            | NIASE007                          | 0910                       |
| 01                                   | 019876544X                         | 0910                            | CISCO004                          | 0809                       |
| * 01                                 | 019876545X                         | 0910                            | CISCO004                          | 0203                       |
| * 01                                 | 019876548X                         | 0910                            | NIASE007                          | 0707                       |

### 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 Year – Course Taken fields and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

16. The code for Internship Participant must be Y or N. -record reject-

### EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause it rejection. The second and third records would be rejected because the Internship Participant codes are invalid.

| District<br>Number,<br>Current<br>Enrollment | Student<br>Number<br>Identifier,<br>Florida | Survey<br>Period<br>Code | Internship<br>Participant |
|--|---|--------------------------|---------------------------|
| 01   | 018943210X                                  | 5                        | Y                         |
| * 01   | 012345678X                                  | 5                        | S                         |
| * 01   | 019876545X                                  | 5                        | Z                         |

### 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 record to be loaded to the data base, the district must correct the Internship Participant codes and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

17. The Student Number Identifier, Local may be any combination of letters, numbers and blanks. (All blanks are allowable.) -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 (@).

| District<br>Number,<br>Current<br>Enrollment | Student<br>Number<br>Identifier,<br>Local |
|--|---|
| 01   | 0123456789                                |
| 01   | ABC123DEF9                                |
| 01   | 3001 28K                                  |
| * 01   | 2121@xyz                                  |

### 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 Number Identifier, Local and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

Deleted edit 18 for fiscal year 2011-12

 18. Deleted 6/28/11. ~~If Industry Certification Identifier (first) is not ZZZZZZZZ, then the School Year – Course Taken must not be zeros. –record rejected–~~

### **EXAMPLE**

~~The first two records listed below would be loaded to the data base assuming no other edit would cause their rejection. The third record would be rejected because the Industry Certification Identifier (first) is not zero but the School Year – Course Taken is Z's.~~

| <del>District<br/>Number,<br/>Current<br/>Instruction</del> | <del>Student<br/>Number<br/>Identifier,<br/>Florida</del> | <del>School<br/>Year-<br/>Record<br/>Submission</del> | <del>Industry<br/>Certification<br/>Identifier</del> | <del>School<br/>Year-<br/>Course<br/>Taken</del> |
|---|---|---|--|--|
| <del>01</del>   | <del>019876543X</del>                                     | <del>0910</del>                                       | <del>NIASE007</del>                                  | <del>0910</del>                                  |
| <del>01</del>   | <del>019876544X</del>                                     | <del>0910</del>                                       | <del>CISCO004</del>                                  | <del>0809</del>                                  |
| <del>* 01</del>   | <del>019876545X</del>                                     | <del>0910</del>                                       | <del>CISCO004</del>                                  | <del>0000</del>                                  |

### **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 Year – Course Taken or the Industry Certification Identifier (first) and resubmit the record.~~



## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

### 19. Grade Level must be 06-12. -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<br>Identifier, Florida | Course Number | Grade Level |
|---------------------------------------|---------------|-------------|
| 630123454X                            | 8757110       | 10          |
| * 630123455X                          | 8500310       | 7           |
| * 630123456X                          | 8751010       | KG          |
| * 630123457X                          | 8403060       | AD          |
| 630123458X                            | 8206110       | 12          |
| 630123459X                            | 8206110       | 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 the Grade Level and resubmit the records.

## **CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES**

**20. 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**21. Each record must be unique based on Student Number Identifier, Florida; School Year - Record Submitted; District Number, Current Instruction/Service; School Number, Current Instruction/Service; Course Number; Section Number; Period 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; School Year - Record Submitted; District Number, Current Instruction/Service; School Number, Current Instruction/Service; Course Number; Section Number; Period 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 | Sch. Year - Record Submitted | Dist. Num., Curr. Inst./ Serv. | Sch. Num., Curr. Inst./ Serv. | Course Number | Section Number | Period Number | Term |
|--------------------------------|------------------------------|--------------------------------|-------------------------------|---------------|----------------|---------------|------|
| 123456784X                     | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| 123456785X                     | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| 123456786X                     | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| 123456787X                     | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| * 123456787X                   | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| 123456788X                     | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| 123456789X                     | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |
| * 123456789X                   | ****                         | 01                             | 0151                          | 8209010       | 00100          | 0202          | 1    |

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

### 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

- ➔ **22. One Industry Certification Identifier (First or Second) cannot be the same as another Industry Certification Identifier (First or Second) unless the Identifiers equal ZZZZZZZZ. -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 the Industry Certification Identifier (First) and (Second) are the same.

| Student Number Identifier, Florida | Industry Certification Identifier (First) | Industry Certification Identifier (Second) |
|------------------------------------|---|--|
| * 012345675X                       | ACARI001                                  | ACARI001                                   |
| * 012345676X                       | NCCER036                                  | NCCER036                                   |
| 012345677X                         | ZZZZZZZZ                                  | ZZZZZZZZ                                   |
| 012345679X                         | NIASE007                                  | CISCO004                                   |

### 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 Industry Certification Identifier codes and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**23. If the Industry Certification Identifier (Second) is a valid number that exists on Appendix Z of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual then the Industry Certification Identifier (First) must not be ZZZZZZZZ. --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 the Industry Certification Identifier (First) is all Z's and the Industry Certification Identifier (Second) is a valid certification number.

| Student Number<br>Identifier, Florida | Industry Certification<br>Identifier (First) | Industry Certification<br>Identifier (Second) |
|---------------------------------------|--|---|
| * 012345675X                          | ZZZZZZZZ                                     | ACARI001                                      |
| * 012345676X                          | ZZZZZZZZ                                     | NCCER036                                      |
| 012345677X                            | ACARI001                                     | CISCO004                                      |
| 012345679X                            | NIASE007                                     | CISCO004                                      |

### 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 Industry Certification Identifier codes and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

25. On the Career and Technical Student Course Schedule record, Exceptional Student Career and Technical Course Setting code must be one of the following: E, S, M or Z. -record rejected-

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Exceptional Student Career and Technical Course Setting code is invalid.

| Student<br>Number<br>Identifier,<br>Florida | Course<br>Number | Exceptional<br>Student<br>Career and<br>Technical<br>Course<br>Setting |
|---|------------------|--|
| 123456789X                                  | 8751200          | E  |
| * 123456790X                                | 8200320          | L  |
| 123456791X                                  | 8918110          | 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 Exceptional Student Career and Technical Course Setting code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**26. If the Industry Certification Outcome (Second) is P or F then the Industry Certification Outcome (First) must not be Z. -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 Industry Certification Outcome (First) is Z and the Industry Certification Outcome (Second) is P.

| Student Number Identifier, Florida | Industry Certification Outcome (First) | Industry Certification Outcome (Second) |
|------------------------------------|--|---|
| * 012345676X                       | Z                                      | F                                       |
| 012345677X                         | P                                      | P                                       |

### 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 Industry Certification Identifier code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

27. If the Industry Certification Outcome (Second) is P or F, then the Industry Certification Identifier (Second) must not be ZZZZZZZZ. -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 there is an invalid relationship between the Industry Certification Identifier and the Industry Certification Outcome.

| Student Number<br>Identifier, Florida | Industry Certification<br>Identifier (Second) | Industry Certification<br>Outcome (Second) |
|---------------------------------------|---|--|
| 012345675X                            | NIASE007                                      | P  |
| * 012345676X                          | ZZZZZZZZ                                      | F  |

### 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 Industry Certification Identifier or the Industry Certification Outcome code and resubmit the record.



## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

28. If the Industry Certification Outcome (Second) is Z, then the Industry Certification Identifier (second) must be ZZZZZZZZ. -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 there is an invalid relationship between the Industry Certification Identifier and the Industry Certification Outcome.

| Student Number Identifier, Florida | Industry Certification Identifier (Second) | Industry Certification Outcome (Second) |
|------------------------------------|--|---|
| * 012345675X                       | NIASE007                                   | Z                                       |
| 012345676X                         | ZZZZZZZZ                                   | 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 Industry Certification Identifier or the Industry Certification Outcome code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**29. The Career and Technical/Adult General Education Completion Point Code must be A-Y, Z or blank and must be left justified with no embedded 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 record would be rejected because the first position of the Career and Technical/Adult General Education Completion Point Code is blank.

| Student Number Identifier, Florida | Career and Technical/Adult General Education Completion Point Code | Career and Technical/Adult General Education Termination Code |
|------------------------------------|--|---|
| 123456789X                         | Z  | Z   |
| * 212345678X                       | Z  | 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 Career and Technical/Adult General Education Completion Point Code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

30. The Modified Occupational Completion Point Code must be A-Y, 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 first position of the Modified Occupational Completion Point Code is invalid.

| Student Number Identifier, Florida | Modified Occupational Completion Point Code | Exceptional Student Career and Technical Course Setting | Career and Technical/Adult General Education Program Code |
|------------------------------------|---|---|---|
| 123456789X                         | A   | E   | 8209200   |
| 212345678X                         | B   | E   | 8212000   |
| * 312345678X                       | 8   | E   | 8209200   |

### 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 Modified Occupational Completion Point Code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**31. If the Modified Occupational Completion Point is not Z, then it must be equal to the Career and Technical/Adult General Education Occupational Completion Point. –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 Modified Occupational Completion Point Code is different from the Career and Technical/Adult General Education Occupational Completion Point.

| Student<br>Number<br>Identifier,<br>Florida | Modified<br>Occupational<br>Completion<br>Point Code | Career and<br>Technical/AGE<br>Occupational<br>Completion<br>Point Code |
|---|--|---|
| 123456789X                                  | A  | A   |
| 212345678X                                  | B  | B   |
| 312345678X                                  | B  | E   |

### 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 Modified Occupational Completion Point Code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**32. If the Career and Technical/Adult General Education Completion Point Code equals Z, then it must be left justified and 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 the Career and Technical/Adult General Education Completion Point Code is not a Z followed by five blanks.

| Student<br>Number<br>Identifier,<br>Florida | Career and<br>Technical/Adult<br>General Education<br>Completion<br>Point Code | Career and<br>Technical/Adult<br>General Education<br>Termination<br>Code |
|---|--|---|
| 123456789X                                  | Z  | Z   |
| * 212345678X                                | ZZ   | Z   |
| * 312345678X                                | AZ   | 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 Career and Technical/Adult General Education Completion Point Code and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

33. If the Career and Technical/Adult General Education Completion Point Code is other than Z or blank , then the reported codes must be valid for the Career and Technical/Adult General Education Program Code reported for the student. -record rejected-

Note: Use the Career and Technical/Adult General Education Program Edit File (DATASET NAME = DPS.DISTRICT.GQ.F61730.Yyyyy) for the School Year, Course Taken for the comparison of Career and Technical completion point codes.

### EXAMPLE

The 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 Career and Technical/Adult General Education Completion Point Code is incompatible with the Career and Technical/Adult General Education Program Code reported for the student for the School Year, Course Taken.

| Student<br>Number<br>Identifier,<br>Florida | Career and<br>Technical/Adult<br>General Education<br>Completion<br>Point Code | Career and<br>Technical/Adult<br>General Education<br>Program<br>Code |
|---|--|---|
| 123456789X                                  | A  | 8121600   |
| 212345678X                                  | B  | 8212000   |
| * 312345678X                                | H  | 8112000   |

### 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 Career and Technical/Adult General Education Completion Point Code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**34. If the Youth Apprenticeship code equals Y, the Career and Technical/Adult General Education Program Code must be a valid code for which Youth Apprenticeship may be reported. -record rejected-**

### EXAMPLE

The first and third records below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Career and Technical/Adult General Education Program Code is not consistent with the Youth Apprenticeship reporting code.

| Student Number Identifier, Florida | Youth Apprenticeship | Career and Technical/Adult General Education Program Code |
|------------------------------------|----------------------|---|
| 123456789X                         | Y                    | 8722600   |
| * 213546879X                       | Y                    | 8757200   |
| 321654987X                         | Y                    | 8725200   |

### 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 Career and Technical/Adult General Education Program Code or the Youth Apprenticeship code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

35. The Youth Apprenticeship code must be Y or Z. -record rejected-

### EXAMPLE

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

| Student<br>Number<br>Identifier,<br>Florida | Youth<br>Apprenticeship | Career and<br>Technical/Adult<br>General Education<br>Program<br>Code |
|---|-------------------------|---|
| 123456789X                                  | Y                       | 8722600   |
| * 213546879X                                | N                       | 8722600   |
| 321654987X                                  | Y                       | 8725200   |

### 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 Youth Apprenticeship and resubmit the record.



## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**36. If Modified Occupational Completion Point Code has any value other Z, then the Exceptional Student Career and Technical Course Setting must have a value of E. -record rejected-**

### EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Exceptional Student Career and Technical Course Setting code is not appropriate for reporting a Modified Occupational Completion Point Code other than Z.

| Student<br>Number<br>Identifier,<br>Florida | Modified<br>Occupational<br>Completion<br>Point Code | Exceptional<br>Student<br>Career and Technical<br>Course Setting |
|---|--|--|
| 123456789X                                  | A  | E  |
| * 213546879X                                | A  | Z  |
| 321654987X                                  | Z  | 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 Modified Occupational Completion Point Code or the Exceptional Student Career and Technical Course Setting code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

37. If the Youth Apprenticeship code equals Y, Grade Level must equal 11 or 12. -record rejected-

### EXAMPLE

The first and third records below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Grade Level is not appropriate for reporting the Youth Apprenticeship code.

| Student Number Identifier, Florida | Youth Apprenticeship | Grade Level |
|------------------------------------|----------------------|-------------|
| 123456789X                         | Y                    | 11          |
| * 213546879X                       | Y                    | 10          |
| 321654987X                         | Y                    | 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 the Youth Apprenticeship code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

39. FEFP Program Number must be 102, 103, 112, 113, 130, 254, 255, 300, or 999. -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 the FEFP Program Numbers are invalid.

| District<br>Number,<br>Current<br>Instruction/<br>Service | Student<br>Number<br>Identifier<br>Florida | Course<br>Number | FEFP<br>Program<br>Number |
|---|--|------------------|---------------------------|
| 02  | 123456789X                                 | 2109370          | 300                       |
| * 02  | 123456790X                                 | 2109370          | 001                       |
| * 02  | 123456791X                                 | 2109370          | 118                       |

### 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 FEFP Program Number and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

40. If the School Number, Current Enrollment is not N998 or N999, then it must exist on the Master School Identification File as a valid number in the District Number, Current Enrollment. -record rejected-

### EXAMPLE

The records listed below would be rejected because the School Number, Current Enrollment in each case is not on the Master School Identification File as a valid number in the District Number, Current Enrollment.

| District Number,<br>Current Enrollment | School Number,<br>Current Enrollment |
|--|--------------------------------------|
| * 01                                   | 8311                                 |
| * 06                                   | 0001                                 |
| * 09                                   | 0085                                 |

### 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

41. If the School Number, Current Instruction/Service is not C901-C928, U970-U980, or P001-P999, then it must exist as a valid active number in the District Number, Current Instruction/Service on the Master School Identification File..  
-record rejected-

### EXAMPLE

The third, fourth and fifth 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 School Number, Current Instruction/Service does not exist or is not active on the Master School Identification file.

| District Number,<br>Current Instruction/Service | School Number,<br>Current Instruction/Service |
|---|---|
| * 09  | 8131  |
| * 13  | 0021  |
| 15  | C912  |
| 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

43. The first two digits of Period Number must be 00-80 while the last two digits must be 00-80 or 88 and be greater than or equal to the first two digits.  
-record rejected-

**Note: For more information on Period Number refer to the DOE Information Data Base Requirements: Volume I--Automated Student Information System Manual.**

### EXAMPLE

The first, second and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The fourth and fifth records would be rejected because Period Number is not within the specified range.

| Student<br>Number<br>Identifier,<br>Florida | Course<br>Number | Section<br>Number | Period<br>Number |
|---|------------------|-------------------|------------------|
| 371234565X                                  | 8600710          | 00B01             | 0101             |
| 371234566X                                  | 8600710          | 00B01             | 0909             |
| 371234567X                                  | 8600710          | 00B03             | 0405             |
| * 371234568X                                | 8600710          | 00E01             | 8070             |
| * 371234569X                                | 8600710          | 00E99             | 9998             |

### 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 Period Number and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

44. If the Course Number is a valid Career and Technical course on the Career and Technical/Adult General Education Program Edit file (F61730) and it does not begin with an alphabetic character, then the Course Number must be valid for the Career and Technical/Adult General Education Program Code submitted for the School Year, Course Taken. -record rejected-

Note: For more information on Course Numbers refer to the Career and Technical Data Base Handbook.

### 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 Career and Technical/Adult General Education Program Code is not valid for the course submitted for the School Year, Course Taken. The course is a Business Education course but the program number submitted is for Industrial Education.

| Student Number<br>Identifier, Florida | Course<br>Number | Career and<br>Technical/Adult<br>General Education<br>Program Code |
|---------------------------------------|------------------|--|
| 630123457X                            | 8206110          | 8206100  |
| * 630123458X                          | 8206120          | 8721300  |

### 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 Career and Technical/Adult General Education Program Code or the Course Number and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

45. If Grade Level is less than 09, then the FEFP Program Number must not be 300. -record rejected-

### EXAMPLE

The first and third records below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Grade Level is not appropriate for reporting the FEFP Program Number.

| Student Number Identifier, Florida | FEFP Program Number | Grade Level |
|------------------------------------|---------------------|-------------|
| 123456789X                         | 300                 | 11          |
| * 213546879X                       | 300                 | 07          |
| 321654987X                         | 300                 | 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 the FEFP Program Number and resubmit the record.



## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

47. Industry Certification Identifier (First) and Industry Certification Identifier (Second) must exist on Appendix Z of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual or they must be ZZZZZZZZ. -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 the Industry Certification Identifiers are invalid codes.

| Student Number Identifier, Florida | Industry Certification Identifier (First) | Industry Certification Identifier (Second) |
|------------------------------------|---|--|
| * 012345675X                       | ABCDE002                                  | ZZZZZZZZ                                   |
| * 012345676X                       | EFGDP001                                  | ABCDE002                                   |
| 012345677X                         | CISCO004                                  | ZZZZZZZZ                                   |
| 012345679X                         | NIASE007                                  | CISCO004                                   |

### 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 Industry Certification Identifier codes and resubmit the records.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

48. The Industry Certification Outcome (First) and the Industry Certification Outcome (Second) codes must be P, F, or Z. -record rejected-

### EXAMPLE

The first record listed below would be rejected because the Industry Certification Outcome (First) code is not valid. The second record would be loaded to the data base assuming no other edit caused it to be rejected.

| Student<br>Number<br>Identifier,<br>Florida | District<br>Number,<br>Current<br>Instruction/<br>Service | Industry<br>Certification<br>Outcome<br>(First) | Industry<br>Certification<br>Outcome<br>(Second) |
|---|---|---|--|
| * 011234567X                                | 01  | Y   | Z  |
| 011234568X                                  | 01  | P   | 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 Industry Certification Outcome code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

49. If the Industry Certification Outcome (First) is P or F, then the Industry Certification Identifier (First) must not be ZZZZZZZZ. -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 there is an invalid relationship between the Industry Certification Identifier (First) and the Industry Certification Outcome (First).

| Student Number<br>Identifier, Florida | Industry Certification<br>Identifier (First) | Industry Certification<br>Outcome (First) |
|---------------------------------------|--|---|
| 012345675X                            | NIASE007                                     | P   |
| * 012345676X                          | ZZZZZZZZ                                     | F   |

### 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 Industry Certification Identifier or the Industry Certification Outcome code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**4A. If the Industry Certification Outcome (First) is Z, then the Industry Certification Identifier (First) must be ZZZZZZZZ. -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 there is an invalid relationship between the Industry Certification Identifier (First) and the Industry Certification Outcome (First).

| Student Number<br>Identifier, Florida | Industry Certification<br>Identifier (First) | Industry Certification<br>Outcome (First) |
|---------------------------------------|--|---|
| * 012345675X                          | NIASE007                                     | Z   |
| 012345676X                            | ZZZZZZZZ                                     | 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 Industry Certification Identifier or the Industry Certification Outcome code and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**4B. If Course Number is all zeros, then Industry Certification Identifier (First) must not be all Zs. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other edit would cause their rejection. The third record would be rejected because the Industry Certification Identifier must not be all Zs if Course Number is all zeros.

| District<br>Number,<br>Current<br>Instruction | Student<br>Number<br>Identifier,<br>Florida | Course<br>Number | Industry<br>Certification<br>Identifier |
|---|---|------------------|---|
| 01  | 019876543X                                  | 00000000         | NIASE007                                |
| 01  | 019876544X                                  | 00000000         | CISCO004                                |
| * 01  | 019876545X                                  | 00000000         | ZZZZZZZZ                                |

### 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 Course Number or the Industry Certification Identifier (First) and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

**4C. If Course Number is all zeros, then FEFP Program Number must be 999, Period Number must be 0000, Term, Modified Occupational Completion Point and Exceptional Student Career and Technical Course Setting must be Z-filled, and Career and Technical/Adult General Education Completion Point Code must be Z followed by five blanks. -record rejected-**

### EXAMPLE


The first two records listed below would be loaded to the data base assuming no other edit would cause their rejection. The third record would be rejected because FEFP Program Number must be 999 if Course number is all zeros.

| District<br>Number,<br>Current<br>Instruction | Student<br>Number<br>Identifier,<br>Florida | Course<br>Number | FEFP<br>Program<br>Number | Term |
|---|---|------------------|---------------------------|------|
| 01  | 019876543X                                  | 00000000         | 999                       | Z    |
| 01  | 019876544X                                  | 00000000         | 999                       | Z    |
| * 01  | 019876545X                                  | 00000000         | 130                       | 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 Course Number or FEFP Program Number and resubmit the record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

 **4D. If either the School Year, Course Taken or the Course Number is all zeros then both must be all zeros. If either the School Year, Course Taken or the Course Number is non-zero then both must be non-zero. – 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 Course Number is zero and the School Year, Course Taken is non-zero. The third record would be rejected because the School Year, Course Taken is zero and the Course Number is non-zero.

| Student Number<br>Identifier, Florida | Course<br>Number | School Year<br>Course Taken |
|---------------------------------------|------------------|-----------------------------|
| 630123457X                            | 8206110          | 1011                        |
| * 630123458X                          | 0000000          | 1011                        |
| * 630123458X                          | 8206110          | 0000                        |

### 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 Year, Course Taken or the Course Number and resubmit the records

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES

 **4E. Career and Professional Academy Identifier must exist on Appendix Y of the DOE Information Data Base Requirements: Volume I -- Automated Student Information System Manual as a valid number for the District Number, Current Instruction/Service for the School Year – Course Taken or it must be ZZZ. -record rejected-**

### EXAMPLE

The fifth record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The first four records would be rejected because Career and Professional Academy Identifiers are not valid codes listed in Appendix Y for the District.

| District Number,<br>Current<br>Instruction/Service | Student Number<br>Identifier, Florida | Career and<br>Professional Academy<br>Identifier |
|--|---------------------------------------|--|
| * 01   | 012345675X                            | 562  |
| * 01   | 012345676X                            | 258  |
| * 01   | 012345677X                            | 458  |
| * 01   | 012345678X                            | 589  |
| 01   | 012345679X                            | 002  |

### 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 Career and Professional Academy Identifier codes and resubmit the records.



## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - REJECT RULES



**4F. If the Industry Certification Identifier is all Zs, then the Career and Professional Academy Identifier must be ZZZ. -record rejected-**

### EXAMPLE

The first record below would be rejected because the Industry Certification Identifier is all Z's but the Career and Professional Academy Identifier is not ZZZ. The next two records would be loaded to the data base assuming no other reject rule would cause their rejection.

| District Number,<br>Current<br>Instruction/Service | Student Number<br>Identifier, Florida | Career and<br>Professional<br>Academy Identifier | Industry<br>Certification<br>Identifier |
|--|---------------------------------------|--|---|
| * 01   | 012345675X                            | 001  | ZZZZZZZZ                                |
| 01   | 012345676X                            | 002  | ACFED005                                |
| 01   | 012345677X                            | ZZZ  | ZZZZZZZZ                                |

### 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 Career and Professional Academy Identifier code or the Industry Certification Identifier and resubmit the record.

**CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - STATE VALIDATION  
RULES**

**50. If School Number, Current Instruction/Service does not begin with C, P and U, and if School Year – Course Taken is the same as School Year – Record Submission and if Course Number is not zero and if Course Number does not begin with an alphabetical character; then each Career and Technical Student Course record must have a matching Career and Technical Teacher Course record based on the key fields of District Number, Current Instruction/Service; School Number, Current Instruction/Service; School Year – Record Submitted; Course Number; Section Number; Period Number and Term. -state validation-**

**EXAMPLE**

The first and second records listed below would pass the edit criteria. However, the third Career and Technical Student Course Schedule record would not pass this edit because of the failure to have a matching Career and Technical Teacher Course Schedule based on the keys of District Number, Current Instruction/Service; School Number, Current Instruction/Service; School Year – Record Submitted; Course Number; Section Number; Period Number and Term.

*Career and Technical Student Course Records*

| District Number, Current Instruc./Service | School Number, Current Instruc./Service | Student Number Identifier, Florida | School Year - Record Submitted | Course Number | Sec. No. | Period Number | Term |
|---|---|------------------------------------|--------------------------------|---------------|----------|---------------|------|
| 01  | 0421                                    | 012345677X                         | ****                           | 8209010       | 00200    | 0404          | 1    |
| 01  | 0421                                    | 012345678X                         | ****                           | 8209010       | 00100    | 0202          | 1    |
| * 01                                      | 0421                                    | 012345679X                         | ****                           | 8209010       | 00100    | 0303          | 1    |

*Career and Technical Teacher Course Records*

| District Number, Current Instruc./Service | School Number, Current Instruc./Service | School Year | Course Number | Sec. No. | Period Number | Social Security Number | Term |
|---|---|-------------|---------------|----------|---------------|------------------------|------|
| 01  | 0421                                    | ****        | 8209010       | 00200    | 0404          | 123456789              | 1    |
| 01  | 0421                                    | ****        | 8209010       | 00100    | 0202          | 123456789              | 1    |

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

# **CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - STATE VALIDATION RULES**

## **DISTRICT RESPONSIBILITY**

The district must correct the appropriate key field on the Career and Technical Student Course Schedule record or submit a matching Career and Technical Teacher Course record.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - STATE VALIDATION RULES

51. Each Career and Technical Student Course Schedule record must have a matching Student Demographic Information record based on District Number, Current Instruction; Student Number Identifier, Florida; Survey Period Code; and Year. -state validation -

### EXAMPLE

The first and second Career and Technical Student Course Schedule records listed below would pass this edit. However, the third and fourth Career and Technical Student Course Schedule records would fail this edit because there are no matching Student Demographic Information records.

#### *Career and Technical Student Course Records*

| District Number, Current Instruction | Student Number Identifier, Florida | Survey Period Code | Year |
|--------------------------------------|------------------------------------|--------------------|------|
| 01                                   | 019876543X                         | 5                  | **** |
| 01                                   | 019876544X                         | 5                  | **** |
| * 01                                 | 019876545X                         | 5                  | **** |
| * 01                                 | 019876548X                         | 5                  | **** |

#### *Student Demographic Information Records*

| District Number, Current Instruction/ Service | Student Number Identifier, Florida | Survey Period Code | Year |
|---|------------------------------------|--------------------|------|
| 01  | 019876543X                         | 5                  | **** |
| 01  | 019876544X                         | 5                  | **** |

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

## **CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - STATE VALIDATION RULES**

### **DISTRICT RESPONSIBILITY**

The district must delete the Career and Technical Student Course Schedule records if they were submitted in error or submit Student Demographic Information records that match on the indicated fields.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - EXCEPTION REPORTS

**60. The student's Grade Level code on the Career and Technical Student Course record must agree with the Grade Level code on the 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 Career and Technical Student Course records do not agree.

| <i>Career and Technical Student Course</i>     |   |                | <i>Student Demographic</i>                     |  |                |
|--|---|----------------|--|--|----------------|
| District<br>Number,<br>Instruction/<br>Service | Student<br>Number,<br>Identifier<br>Florida | Grade<br>Level | District<br>Number,<br>Instruction/<br>Service | Student<br>Number,<br>Identifier,<br>Florida | Grade<br>Level |
| 49   | 491234566X                                  | 12             | 49   | 491234566X                                   | 12             |
| * 49   | 491234567X                                  | 11             | * 49   | 491234567X                                   | 12             |
| 49   | 491234568X                                  | 11             | 49   | 491234568X                                   | 11             |
| * 49   | 491234569X                                  | 12             | * 49   | 491234569X                                   | 11             |

### DISTRICT RESPONSIBILITY

The district should verify the student's Grade Level to assure that the Grade Level at the time the Career and Technical 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.

## CAREER AND TECHNICAL STUDENT COURSE SCHEDULE - EXCEPTION REPORTS

**63. If the Course Number is not 8502000 or 00000000, then the FEFP Program Number must be 300, 102, 103, 112, 113, 254 or 255. -exception report-**

### EXAMPLE

The first record listed below meets the criteria specified in the above edit. The second and third records would cause a message to be generated because the FEFP Program Number is not the expected FEFP Program Number for the Course Number reported.

| Student Number Identifier, Florida | Dist. Num. Curr. Inst./ Serv. | Sch. Num. Curr. Inst./ Serv. | Svy. Per. Code | Fiscal Year | Course Number | Section Number | Period Number | FEFP Prog. Num. |
|------------------------------------|-------------------------------|------------------------------|----------------|-------------|---------------|----------------|---------------|-----------------|
| 012345679X                         | 01                            | 0421                         | 2              | ****        | 8500310       | 00200          | 0404          | 300             |
| * 012345678X                       | 01                            | 0421                         | 2              | ****        | 8106460       | 00200          | 0404          | 111             |
| * 012345677X                       | 01                            | 0421                         | 2              | ****        | 8500380       | 00100          | 0505          | 101             |

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

### DISTRICT RESPONSIBILITY

The district should verify the FEFP Program Number and the Course Number and correct if in error.