THE FOLLOWING CHANGES ARE FOR FISCAL YEAR 2223

October 27, 2023

APPENDICES

2022-23

Appendix FF: Career and Professional Education Act Career-Themed Courses and Industry Certifications Registered with FLDOE

THE FOLLOWING CHANGES ARE FOR FISCAL YEAR 2324

October 27, 2023

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME II:
AUTOMATED STAFF INFORMATION SYSTEM
AUTOMATED STAFF DATA ELEMENTS

Year: 2023-24

Data Element Number: **206040**

Data Element Name: **Florida Educators Certificate Type**

A code to identify the type of certificate issued to instructional personnel.

Code	Definition/Example
AC	Athletic Coaching
NP	Non-renewable Professional
RG	Regular/Professional
RP	Restricted Professional
SB	Substitute
TA	Temporary Restricted (five years) Non-renewable certificate – Apprenticeship Certification
TB	Temporary (one year) certificate with credit required to reissue
TC	Temporary (one year) certificate with no credit required to reissue
TD	Temporary (three years) Non-renewable certificate
TF	Temporary (five years) Non-renewable certificate
TI	Temporary (five years) Non-renewable certificate – Internship Certification
TM	Temporary (two years)
TU	Temporary (five years) Non-renewable certificate – Military Certification

Length: 2

Data Type: Alphanumeric

Year Implemented: 9192

State Standard: No

Use Types:

  State Reporting: No

  Local Accountability: Yes

Data Element Number: **206040**

Data Element Name: **Florida Educators Certificate Type**

Formats Required:

  None

Surveys Required:

  None

Appendixes:

None

Description of Changes:

  10/27/2023 Codes   Added new codes: TF, TU, TI, TA. Temporary (five years) Non-
                         renewable certificates
  9/25/2020 Codes   Added new code "RP" per Rule 6A-4.004(6), F.A.C.
                         None

THE FOLLOWING CHANGES ARE FOR FISCAL YEAR 2324

October 27, 2023

32. If Test Name is IBP then Test Level must be HL or SL. -record rejected-

Note: You may enter HL or SL for IBP.

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause its rejection. The third record would be rejected because the Test Level is not valid for the Test Name reported.

Florida Education Identifier	Test Date	Test Name	Test Level
FL123456789100	06012009	IBP	SL
FL123456789100	06012009	IBP	HL
* FL123456789100	06012009	IBP	AS

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 database, the district must correct the Test Level or Test Name code and resubmit the record.

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

Year: 2023-24

Data Element Number: **172825**

Data Element Name: **School Number, Current Enrollment**

The state assigned four-digit school number in which the student is officially enrolled for graduation during the current school year.

Code	Definition/Example
0001-9899	District school sites assigned a unique number in the state Master School ID File.
7001	Virtual Instruction Program operated through a contract with a provider that is approved by the Department of Education under 1002.45(2), F.S., the Florida Virtual School or a community college.
7004	Florida Virtual School Franchise participants as per 1002.37(2)(i), F.S.
7006	School District Virtual Course Offerings as per section 1003.498(2), F.S.
7023	Virtual Instruction Program operated by the school district as per section 1002.45(1)(c)4, F.S.
9992	Private school students participating in Title I, Part C (Migrant) programs.
9993	Migrant (Title I, Part C) students served in a home education setting.
9994	Private school students served with Fund Source D (Title I, Part D, Neglected and Delinquent) funds or Title I, Part A, Neglected set-aside funds.
9995	Private school students participating in Title I, Part A programs.
9997	Migrant Non-Attenders – Reporting number for students identified as migrant, ages 0 through 21, who are not enrolled in school and have not graduated from high school.
N998	Reporting number for home education setting
N999	Reporting number for out-of-state or PK-12 nonpublic in-state schools.

Notes:
1. Prior to 2011-12 students did not enroll for graduation in district number 71. This district number and its valid school numbers were used by the Florida Virtual School for reporting District Number, Current Enrollment and School Number, Current Enrollment. Beginning in 2011-12, district 71 began using the true district and school of enrollment for all students instructed in that district.
2. For Survey 5 Student End of Year Status, report the last school attended during the 180 day school year. If the student only attended the district in the summer then report the summer school number.
3. Prior to 2011-12 students in school number 7023 were reported using school number 7001.

Length: 4

Data Element Number: **172825**

Data Element Name: **School Number, Current Enrollment**

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: Yes

Use Types:

   State Reporting: Yes

   Local Accountability: Yes

   FASTER: Yes

   Migrant Tracking: Yes

Required Grades: PK-12

Programs Required:

  All Programs

Formats Required:

   Career and Technical Education Student Course Schedule DB9 16x

   Dropout Prevention Program Data DB9 11x

   English Language Learners Information DB9 10x

   Exceptional Student DB9 23x

   Federal/State Indicator Status DB9 22x

   Industry Certification

   Prior School Status / Student Attendance DB9 55x

   Student Assessment DB9 59x

   Student Course Schedule DB9 14x

   Student Course Transcript Information DB9 39x

   Student Demographic Information DB9 13x

   Student Discipline/Resultant Action DB9 19x

   Student End of Year Status DB9 17x

Surveys Required:

   Survey 1   Yes

   Survey 2   Yes

   Survey 3   Yes

   Survey 4   Yes

   Survey 5   Yes

   Survey 6   Yes

   Survey 9   Yes

Appendixes:

None

Data Element Number: **172825**

Data Element Name: **School Number, Current Enrollment**

Description of Changes:

10/4/2023	Codes	Removed FES code 3900, no longer required since districts are no longer required to report FES students.
10/4/2023	Surveys Required	Removed Survey 8 from Surveys Required, since data collection is no longer conducted.
7/1/2022	Codes	Deleted McKay '3518' code – no longer required.
7/1/2022	Formats Required	Deleted McKay Prepayment Verification format – no longer required.
7/1/2022	Surveys Required	Deleted McKay survey periods – no longer required.
10/10/2019	Codes	Added school number 3900 for the new Family Empowerment Scholarship program.
7/1/2015	Surveys Required	Survey 7 Removed from Required Surveys
2/16/2015	Formats Required	Added Industry Certification Format
10/3/2013	Codes	Added two (2) additional school codes to capture student served by Title I, Part C (Migrant).
5/17/2012	Notes	Changed note #1 to indicate the status of the use of this element by district 71 beginning in 2011-12.
8/4/2011	Codes	Added school number 7006 for school district virtual course offerings and school number 7023 for virtual instruction programs operated by the school district. These changes are in response to 2011 Legislative changes to virtual education.
8/4/2011	Codes	Revised definition of school number 7004 to include Florida statute number
8/4/2011	Codes	Revision Description:Revised definition of school number 7001 to indicate that this is a virtual school whose provider is the Florida Virtual School, a community college or a provider approved by the Department of Education. Removed "school district" from the name of the school program.
8/4/2011	Notes	A note was added describing the change made to school number 7001 in 2011-12 and the addition of school 7023 that resulted from this change.
6/1/2011	Codes	Updated code 9995 to include "Part A."
6/1/2011	Formats Required	Deleted DJJ Student Entry Assessment DB9 53x, DJJ Student Exit Assessment DB9 54x and Exceptional Student Program DB9 12x.

Data Element Number: **175425**

Data Element Name: **Student Name, Legal**

The student's last, first and middle name including appendage as follows:

17 characters Last Name

03 characters Appendage

12 characters First Name

10 characters Middle/Maiden Name or Initial

This is a fixed field.

Code	**Definition/Example**
	Not applicable for this element

Length: 42

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: Yes

FASTER: Yes

Migrant Tracking: Yes

Required Grades: PK-12, Adult

Programs Required:

All Programs

Workforce Development

Formats Required:

Prior School Status / Student Attendance DB9 55x

Student Demographic Information DB9 13x

WDIS Student Demographic Information DB9 46x

Surveys Required:

Survey 1   Yes

Survey 2   Yes

Survey 3	Yes
Survey 4	Yes
Survey 5	Yes
Survey 6	Yes
Survey 9	Yes
Survey F	Yes
Survey W	Yes
Survey S	Yes
Survey G	Yes
Survey X	Yes

Appendixes:

None

Description of Changes:

10/4/2023	Surveys Required	Removed Survey 8 from Surveys Required, since data collection is no longer conducted.
7/1/2022	Formats Required	Deleted McKay Prepayment Verification format – no longer required.
7/1/2022	Surveys Required	Deleted McKay survey periods – no longer required.
7/1/2015	Surveys Required	Survey 7 Removed from Required Surveys
5/21/2012	Grades Required	Correction

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

Year: 2023-24

Data Element Number: **175825**

Data Element Name: **Survey Period Code**

A code representing one of the state reporting periods.

Code	Definition/Example
1	July
2	October
3	February
4	June
5	End of Year
6	August
9	December
F	Fall (for reporting all Summer instruction in WDIS)
G	Preliminary Enrollment (for reporting fall term(s) enrollment concurrent with Survey F in WDIS)
J	Family Empowerment Scholarship (FES) - January
K	Family Empowerment Scholarship (FES) - March
R	SESIR Monthly Data Reporting
S	Summer (for reporting all Winter or Winter/Spring instruction in WDIS)
W	Winter (for reporting all Fall instruction in WDIS)
X	Preliminary Enrollment (for reporting WDIS winter term(s) enrollment concurrent with Survey W in WDIS)

Length: 1

Data Element Number: **175825**

Data Element Name: **Survey Period Code**

Data Type: Alphanumeric

Year Implemented: 9495

State Standard: No

Use Types:

  State Reporting: Yes

  Local Accountability: Yes

  FASTER: No

  Migrant Tracking: No

Required Grades: PK-12, Adult

Programs Required:

  All Programs

  Workforce Development

Formats Required:

  Career and Technical Education Student Course Schedule DB9 16x

  Career and Technical Education Teacher Course DB9 24x

  Dropout Prevention Program Data DB9 11x

  English Language Learners Information DB9 10x

  Exceptional Student DB9 23x

  Federal/State Compensatory Project Evaluation DB9 18x

  Federal/State Indicator Status DB9 22x

  Industry Certification

  Prior School Status / Student Attendance DB9 55x

  School Environmental Safety Incident Report DB9 42x

  Student Additional Funding

  Student Assessment DB9 59x

  Student Course Schedule DB9 14x

  Student Course Transcript Information DB9 39x

  Student Demographic Information DB9 13x

  Student Discipline/Resultant Action DB9 19x

  Student End of Year Status DB9 17x

  Student Transportation DB9 56x

  Teacher Course DB9 15x

  WDIS Adult General Education Student Course DB9 48x

  WDIS Adult General Education Test and Performance Record DB9 62X

  WDIS Career and Technical Education Student Course Schedule DB9 47x

Data Element Number: **175825**

Data Element Name: **Survey Period Code**

WDIS Student Demographic Information DB9 46x

WDIS Student End of Term Status DB9 50x

WDIS Supplemental Information DB9 60x

WDIS Teacher Course DB9 49x

Surveys Required:

Survey 1	Yes
Survey 2	Yes
Survey 3	Yes
Survey 4	Yes
Survey 5	Yes
Survey 6	Yes
Survey 9	Yes
Survey F	Yes
Survey W	Yes
Survey S	Yes
Survey G	Yes
Survey X	Yes
Survey R	Yes

Appendixes:

None

Description of Changes:

10/4/2023	Surveys Required	Removed code 8 and Survey 8 from Surveys Required, since data collection is no longer conducted.
10/4/2023	Codes	Removed code 8 and Survey 8 from Surveys Required, since data collection is no longer conducted.
7/1/2022	Codes	Deleted McKay Prepayment Verification "Survey Dates" - no longer required.
7/1/2022	Formats Required	Deleted McKay Prepayment Verification format – no longer required.
7/1/2022	Surveys Required	Deleted McKay survey periods – no longer required.
7/1/2021	Codes	Removed code R's 'effective date' reference since in effective year.
2/10/2021	Surveys Required	Added Survey R (effective for 2122 reporting)
2/10/2021	Codes	Survey R added (effective for 2122 reporting)
7/1/2015	Surveys Required	Survey 7 Removed from Required Surveys
2/16/2015	Formats Required	Added Industry Certification Format
7/1/2013	Formats Required	Added Student Additional Funding format.
6/1/2011	Formats Required	Removed two formats that are obsolete: Department of Juvenile Justice Student Entry Assessment and Department of Juvenile Justice Student Exit Assessment.

Data Element Number: **177975**

Data Element Name: **Transaction Code**

A code indicating the appropriate action to be taken with respect to the district's data base reporting records.

Code	Definition/Example
A	Add Record
C	Update Record (Change)
D	Delete Record

Length: 1

Data Type: Alphabetic

Year Implemented: 9495

State Standard: Yes

Use Types:

   State Reporting: Yes

   Local Accountability: Yes

   FASTER: No

   Migrant Tracking: No

Required Grades: PK-12, Adult

Programs Required:

   All Programs

   Workforce Development

Formats Required:

   Career and Technical Education Student Course Schedule DB9 16x

   Career and Technical Education Teacher Course DB9 24x

   Dropout Prevention Program Data DB9 11x

   English Language Learners Information DB9 10x

   Exceptional Student DB9 23x

   Federal/State Compensatory Project Evaluation DB9 18x

Data Element Number: **177975**

Data Element Name: **Transaction Code**

Federal/State Indicator Status DB9 22x

Industry Certification

Prior School Status / Student Attendance DB9 55x

School Environmental Safety Incident Report DB9 42x

Student Additional Funding

Student Assessment DB9 59x

Student Course Schedule DB9 14x

Student Course Transcript Information DB9 39x

Student Demographic Information DB9 13x

Student Discipline/Resultant Action DB9 19x

Student End of Year Status DB9 17x

Student Transportation DB9 56x

Teacher Course DB9 15x

WDIS Adult General Education Student Course DB9 48x

WDIS Adult General Education Test and Performance Record DB9 62X

WDIS Career and Technical Education Student Course Schedule DB9 47x

WDIS Student Demographic Information DB9 46x

WDIS Student End of Term Status DB9 50x

WDIS Supplemental Information DB9 60x

WDIS Teacher Course DB9 49x

Surveys Required:

Survey 1	Yes
Survey 2	Yes
Survey 3	Yes
Survey 4	Yes
Survey 5	Yes
Survey 6	Yes
Survey 9	Yes
Survey F	Yes
Survey S	Yes
Survey W	Yes
Survey G	Yes
Survey X	Yes

Appendixes:

None

Data Element Number: **177975**

Data Element Name: **Transaction Code**

Description of Changes:

10/4/2023	Surveys Required	Removed Survey 8 from Surveys Required, since data collection is no longer conducted.
7/1/2015	Surveys Required	Survey 7 Removed from Required Surveys
2/16/2015	Formats Required	Added Industry Certification Format
7/1/2013	Formats Required	Added Student Additional Funding format.
6/1/2011	Formats Required	Deleted DJJ Student Entry Assessment DB9 53x, DJJ Student Exit Assessment DB9 54x and Exceptional Student Program DB912x.

Data Element Number: **197246**

Data Element Name: **Florida Education Identifier**

A code issued by the Florida Department of Education used to uniquely identify a person in Florida's education data system.

Code   **Definition/Example**

FLxxxxxxxxxxxx   Florida Education Identifier (FLEID) standard.

Notes:
The Florida Education Identifier is assigned to a person and used across the student and staff information database systems.
The Florida Education Identifier is abbreviated FLEID.
The Florida Education Identifier always begins with FL.

Length: 14

Data Type: Alphanumeric

Year Implemented: 1314

State Standard: Yes

Use Types:

  State Reporting: Yes

  Local Accountability: Yes

  FASTER: Yes

  Migrant Tracking: Yes

Required Grades: PK-12, Adult

Programs Required:

  All Programs

Formats Required:

  Career and Technical Education Student Course Schedule DB9 16x

  Career and Technical Education Teacher Course DB9 24x

  Dropout Prevention Program Data DB9 11x

  English Language Learners Information DB9 10x

  Exceptional Student DB9 23x

  Federal/State Compensatory Project Evaluation DB9 18x

  Federal/State Indicator Status DB9 22x

  Industry Certification

  Prior School Status / Student Attendance DB9 55x

  Student Additional Funding

Data Element Number: **197246**

Data Element Name: **Florida Education Identifier**

Student Assessment DB9 59x

Student Course Schedule DB9 14x

Student Course Transcript Information DB9 39x

Student Demographic Information DB9 13x

Student Discipline/Resultant Action DB9 19x

Student End of Year Status DB9 17x

Student Transportation DB9 56x

Teacher Course DB9 15x

WDIS Adult General Education Student Course DB9 48x

WDIS Adult General Education Test and Performance Record DB9 62X

WDIS Career and Technical Education Student Course Schedule DB9 47x

WDIS Student Demographic Information DB9 46x

WDIS Student End of Term Status DB9 50x

WDIS Supplemental Information DB9 60x

WDIS Teacher Course DB9 49x

Surveys Required:

Survey W   Yes

Survey X   Yes

Survey 1   Yes

Survey 2   Yes

Survey 3   Yes

Survey 4   Yes

Survey 5   Yes

Survey 6   Yes

Survey 9   Yes

Survey F   Yes

Survey G   Yes

Survey S   Yes

Appendixes:

None

Description of Changes:

10/4/2023	Surveys Required	Removed Survey 8 from Surveys Required, since data collection is no longer conducted.
7/1/2022	Formats Required	Deleted McKay Prepayment Verification format – no longer required.
7/1/2022	Surveys Required	Deleted McKay survey periods – no longer required.
7/1/2016	Surveys Required	Updated due to FLEID being a requirement.
7/1/2015	Surveys Required	Survey 7 Removed from Required Surveys

Data Element Number: **197246**

Data Element Name: **Florida Education Identifier**

2/16/2015	Formats Required	Added Industry Certification Format
8/27/2013	Surveys Required	Added the word 'Default' to each of the required surveys for state reporting.
7/1/2013		New Element

APPENDICES

2023-24

Appendix DD: Courses Eligible for ELL Weighted FTE
Appendix U: Transportation Membership Category
Appendix Y: Career and Professional Academies Registered with FLDOE
Appendix Z: Industry Certification Identifier