

# FLORIDA DEPARTMENT OF EDUCATION



## STATE BOARD OF EDUCATION

KATHLEEN SHANAHAN, Chair  
ROBERTO MARTÍNEZ, *Vice Chair*

### Members

SALLY BRADSHAW  
GARY CHARTRAND  
DR. AKSHAY DESAI  
BARBARA S. FEINGOLD  
JOHN R. PADGET

Gerard Robinson  
Commissioner of Education



## MEMORANDUM

**TO:** District Superintendents

**FROM:** Pam Stewart

**DATE:** February 3, 2012

**SUBJECT:** New High School Transcript Data Elements 2011-2012

### Contact Information:

Dr. Ruth Jones  
(850) 245-9577  
[Ruth.Jones@fldoe.org](mailto:Ruth.Jones@fldoe.org)  
Helen Lancashire  
(850) 245-7851  
[Helen.Lancashire@fldoe.org](mailto:Helen.Lancashire@fldoe.org)  
**DPS: 2012-06**

As part of the implementation of recent legislation related to student assessment and general requirements for high school graduation cited below, the Florida Department of Education (FDOE) has created new data elements for the FDOE 2011-2012 Information System Database Requirements. The new data elements include the following:

- [Course Assessment Status](#) (number 197232)
  - Requirements specified in section [1008.22\(3\)\(c\)2.a.\(I\)-\(II\)](#), Florida Statutes (F.S.)
- [Online Course](#) (number 197235)
  - Requirements specified in s. [1003.428\(2\)\(c\)](#), F.S.

In order to lend assistance with high school transcript recording, this memorandum provides frequently asked questions and answers that address these new data elements.

Thank you for your continued commitment to educational excellence. For information related to state graduation requirements, please visit the Florida Department of Education's [Graduation Requirements](#) web page.

PAM STEWART  
CHANCELLOR OF PUBLIC SCHOOLS

New High School Transcript Data Elements 2011-2012  
January 20, 2012  
Page Two

If you have questions related to the data elements, please contact Dr. Ruth Jones. If you require assistance with state graduation requirements implementation, please contact Ms. Helen Lancashire.

PS/hl

cc: Assistant Superintendents  
District Curriculum Contacts  
District Management Information System (MIS) Contacts  
Student Services Directors  
Exceptional Student Education Directors  
Bright Futures Contacts  
High School Principals  
Middle School Principals  
Guidance Counselors

## Frequently Asked Questions

### Course Assessment Status

**1. What is the definition of the new Course Assessment Status data element (197232)?**

It is defined as the status of the student in relation to the assessment for a course in which an end-of-course (EOC) assessment is required in order for high school credit to be awarded.

**2. What are the Course Assessment Status codes and corresponding definitions?**

Code	Definition/Example
A	The student took and passed the EOC assessment required for the course as per section <a href="#">1008.22(3)(c) 2.a.</a> , Florida Statutes (F.S.).
B	The student took and failed the EOC assessment required for the course as per s. <a href="#">1008.22(3)(c) 2.a.</a> , F.S.
C	The student did not yet take the EOC assessment required for the course as specified in s. <a href="#">1008.22(3)(c) 2.a.</a> , F.S.
D	The transfer student is exempt from taking the EOC assessment required for the course as specified in s. <a href="#">1008.22(9)(b)</a> , F.S.
E	The student took and passed the EOC assessment required for the course as per s. <a href="#">1008.22(3) 2.a.</a> , F.S., and consequently exempted all or part of the course as per s. <a href="#">1003.4295(3)</a> , F.S.
F	The student with a disability had the EOC assessment requirement for this course waived as per s. <a href="#">1003.428(8)(b) 2</a> , F.S.
Z	The course does not have a required EOC assessment or the student is not in a cohort that requires taking the EOC assessment for earning course credit for the course.

**3. Where will the Course Assessment Status code be recorded on the Florida Automated System for Transferring Educational Records (FASTER) high school printed transcript?**

The code will be recorded under the new Course Assessment Status (AC) column next to the Course Grade (GR) column. Please refer to the Sample High School Transcript within this document.

**4. How is credit attempted and credit earned reported on the FASTER high school printed transcript?**

Please refer to the Course Assessment Status Transcript Reporting Chart within this document for specific recording guidelines.

## Course Assessment Status Code “A”

### **5. If a student is enrolled for two semesters and passed the EOC assessment required for the course at the end of the second semester, what is recorded on the transcript? (Refer to Example 5 in the Chart)**

- For districts using annual reporting (Term 3):
  - An “A” code is recorded in the AC column.
  - The grade is recorded in the GR column.
  - A “1.0” is recorded in the Credit Attempted column and a “1.0” is recorded in the Credit Earned column.
  
- For districts reporting by semesters:
  - A “C” code is recorded in the AC column after first semester.
  - An “A” code is recorded in the AC column after second semester.
  - The grade is recorded in the GR column for the first and second course entries.
  - A “0.5” credit is recorded in the Credit Attempted column for the first and second course entries.
  - A “0” is recorded in the Credit Earned column for the first course entry and a “1.0” credit is recorded in the Credit Earned column for the second course entry.

### **6. If a student is enrolled for two semesters and passed the EOC assessment required for the course at the end of the first semester, what is recorded on the transcript? (Refer to Example 6 in the Chart)**

- An “A” code is recorded in the AC column for first and second semesters.
  
- For districts reporting by semesters:
  - The grade is recorded in the GR column for the first and second semester course entries.
  - A “0.5” credit is recorded in the Credit Attempted column for the first and second course entries.
  - A “1.0” credit is recorded in the Credit Earned column for the first semester.
  - A “0” is recorded in the Credit Earned column for second semester.

## Course Assessment Status Code “B”

- 7. If a student is enrolled for one semester in a course that requires EOC assessment passing scores in order for credit to be awarded and fails to earn passing scores, what is recorded on the transcript? (Refer to Example 2 in the Chart)**
- For districts using annual reporting (Term 3) and reporting by semester:
    - A “B” code is recorded in the AC column.
    - The grade is recorded in the GR column.
    - A “0.5” is recorded in the Credit Attempted column and a “0” is recorded in the Credit Earned column.
- 8. If a student is enrolled for two semesters in a course that requires EOC assessment passing scores in order for credit to be awarded and fails to earn passing scores, what is recorded on the transcript? (Refer to Example 4 in the Chart)**
- A “B” code is recorded in the AC column.
  - For districts using annual reporting (Term 3):
    - The grade is recorded in the GR column.
    - A “1.0” is recorded in the Credit Attempted column.
    - A “0” is recorded in the Credit Earned column.
  - For districts reporting by semesters:
    - The grade is recorded in the GR column for the first and second course entries.
    - A “0.5” credit is recorded in the Credit Attempted column and a “0” credit is recorded in the Credit Earned column for the first and second course entries.

### Course Assessment Status Code “C”

**9. If a student is enrolled for one semester in a course that requires EOC assessment passing scores in order for credit to be awarded and did not take the EOC assessment, what is recorded on the transcript? (Refer to Example 2 in the Chart)**

- For districts using annual reporting (Term 3) and reporting by semesters:
  - A “C” code is recorded in the AC column.
  - The grade is recorded in the GR column.
  - A “0.5” is recorded in the Credit Attempted column and a “0” is recorded in the credit earned column.

**10. If a student is enrolled for two semesters in a course that requires EOC assessment passing scores in order for credit to be awarded and did not take the required EOC assessment, what is recorded on the transcript? (Refer to Example 4 in the Chart)**

- A “C” code is recorded in the AC column.
- For districts using annual reporting (Term 3):
  - The grade is recorded in the GR column.
  - A “1.0” is recorded in the Credit Attempted column.
  - A “0” is recorded in the Credited Earned column.
- For districts reporting by semesters:
  - The grade is recorded in the GR column for the first and second course entries.
  - A “0.5” credit is recorded in the Credit Attempted column and a “0” credit is recorded in the Credit Earned column for the first and second course entries.

### Course Assessment Status Code “D”

**11. What Course Assessment Status code is recorded on the transcript for a student who transfers into a Florida public school and has earned credit in a course for which an EOC assessment passing score is required to award course credit?**

If the principal exempts the student from the EOC assessment, then a “D” code is recorded in the AC column. A school principal may determine in accordance with Rule 6A-1.09941, Florida Administrative Code (F.A.C.), State Uniform Transfer of High School Credits, whether a transfer student must take an EOC assessment in a course for which the student has credit that was earned from the previous school. Rule 6A-1.09941, F.A.C, is under revision.

## Course Assessment Status Code “E”

**12. If a student took and passed an EOC assessment required for a course through the Credit Acceleration Program (as specified in s. [1003.4295\(3\)](#), F.S.) the student would be exempted from all or part of the course. What is recorded on the transcript? (Refer to Example 1 in the Chart)**

- An “E” code is recorded in the AC column.
- An “NG” is recorded in the GR column.
- A “0” is recorded in the Credit Attempted column.
- A “1.0” is recorded in the Credit Earned column for annual reporting (Term 3) or a “0.5” is recorded in the Credit Earned column for the first and second course entries.

**13. If a student took and passed an EOC assessment and was enrolled for one semester without completing the course, what is recorded on the transcript? (Refer to Example 3 in the Chart)**

- An “E” code is recorded in the AC column.
- The grade is recorded for semester one in the GR column.
- For districts using annual reporting (Term 3):
  - A “0.5 “ credit is recorded in the Credit Attempted column.
  - A “1.0” credit is recorded in the Credit Earned column.
- For districts reporting by semesters:
  - A “0.5” credit is recorded in the Credit Attempted column.
  - A “1.0” credit is recorded the Credit Earned column for the first course entry.

**14. What course number is recorded on the transcript for a student who took and passed an EOC assessment required for a course through the Credit Acceleration Program (as specified in s. [1003.4295\(3\)](#), F.S.)?**

- Algebra 1 – 1200310
- Geometry – 1206310
- Biology 1 – 2000310

### Course Assessment Status Code “F”

**15. If a student with a disability who has an individual education plan (IEP) is enrolled for two semesters and after attempting the EOC at least one time had the EOC assessment requirement for a course waived as per s. [1003.428\(8\)\(b\) 2](#), F.S., what is recorded on the transcript? (Refer to Example 7 in the Chart)**

- For districts using annual reporting (Term 3):
  - An “F” code is recorded in the AC column.
  - The grade is recorded in the GR column.
  - A “1.0” is recorded in the Credit Attempted column and a “1.0” is recorded in the Credit Earned column.
  
- For districts reporting by semesters:
  - A “C” code is recorded in the AC column after first semester.
  - An “F” code is recorded in the AC column after second semester.
  - The grade is recorded in the GR column for the first and second course entries.
  - A “0.5” credit is recorded in the Credit Attempted column and a “0.5” credit is recorded in the Credit Earned column for the first and second course entries.
  - A “0” is recorded in the Credit Earned column for the first course entry.
  - A “1.0” credit is recorded in the Credit Earned column for the second course entry.

### Course Assessment Status Code “Z”

**16. What Course Assessment Status code is recorded on the transcript for courses that do not require an EOC assessment?**

A “Z” code is recorded in the AC column. This code is also used if the student is not in a cohort that requires taking the EOC assessment for earning course credit.



## **Mathematics and Science Equivalent Courses**

### **17. Which mathematics and science courses are required to have the new Course Assessment Status codes recorded on the transcript?**

Recording Course Assessment Status codes next to a particular mathematics or science course is dependent on the school year and grade level of the student.

#### **Algebra 1 EOC Assessment 2011-2012**

A middle grades student completing Algebra 1 or an equivalent course must take the Algebra 1 EOC assessment and achieve a passing score to be awarded high school credit in 2011-2012 and thereafter.

A student who enters ninth grade in the 2011-2012 school year and thereafter must take the Algebra 1 EOC assessment and achieve a passing score to be awarded high school credit in order to satisfy graduation requirements.

#### **Geometry EOC Assessment 2012-2013**

A middle grades student who is completing Geometry or an equivalent course must take the Geometry EOC assessment and achieve a passing score to be awarded high school credit in the 2012-2013 school year and thereafter.

A student who enters ninth grade in the 2012-2013 school year and thereafter must take the Geometry EOC assessment and achieve a passing score to be awarded high school credit in order to satisfy graduation requirements.

#### **Biology 1 EOC Assessment 2012-2013**

A middle grades student completing Biology 1 or an equivalent course must take the Biology 1 EOC Assessment and achieve a passing score to be awarded high school credit in the 2012-2013 school year and thereafter.

A student who enters ninth grade in the 2012-2013 school year and thereafter must take the Biology 1 EOC assessment and achieve a passing score to be awarded high school credit in order to satisfy graduation requirements.

## **Next Generation Sunshine State Standards**

The **Algebra 1 EOC assessment** is based on the Next Generation Sunshine State Standards course description for Algebra 1 and its equivalent courses, and must be administered to students completing the following courses:

- Algebra 1 – 1200310
- Algebra 1 Honors – 1200320
- Algebra 1B – 1200380
- Pre-Advanced International Certificate of Education (pre-AICE) Mathematics 1 – 1209810
- IB Middle Years Program – Algebra 1 Honors – 1200390

The **Biology 1 EOC assessment** is based on the Next Generation Sunshine State Standards course description for Biology 1 and its equivalent courses, and must be administered to students completing the following courses:

- Biology 1 – 2000310
- Biology 1 Honors – 2000320
- Pre-AICE Biology – 2000322
- Biology Technology – 2000430
- Biology 1 PreIB – 2000800
- IB Middle Years Program Biology Honors – 2000850
- Integrated Science 3 – 2002440
- Integrated Science 3 Honors – 2002450

The **Geometry EOC assessment** is based on the Next Generation Sunshine State Standards course description for Geometry and its equivalent courses, and must be administered to students completing the following courses:

- Geometry – 1206310
- Geometry Honors – 1206320
- IB Middle Years Program Geometry Honors – 1206810
- Pre-AICE Mathematics 2 – 1209820

**Special Note:** The intent of the legislation was that all students complete these assessments, including those in accelerated courses being used to satisfy a graduation requirement, such as Advanced Placement (AP), International Baccalaureate (IB) and Advanced International Certificate of Education (AICE). These courses may or may not be on the list of “equivalent courses” for a particular subject. Therefore, if an accelerated course is being used to meet a student’s high school graduation requirement for courses that require a statewide EOC, that student must complete the subject area EOC. In these instances, a Course Assessment Status code of “E” should be recorded in the AC column on the transcript for Algebra 1, Geometry or Biology 1, as appropriate, and a credit should be applied to the course reported with “E.”

## Online Course

### **18. What is the definition of the new Online Course data element (197235)?**

- It is defined as an indicator of whether the student took this course under conditions that met the definition of an online course as per s. 1002.321(3), F.S., and s. 1003.428(2), F.S. An online course is one that is delivered using distance learning technology in an interactive learning environment.
- An online course has these key characteristics:
  - The curriculum is accessed and a majority of the instruction is delivered online.
  - Teacher-student interaction.

### **19. What are the Online Course codes and corresponding definitions?**

Code	Definition/Example
N	This course was not taken under conditions that met the requirements to be an online course as per s. <a href="#">1002.321(3)</a> , F.S., and s. <a href="#">1003.428(2)</a> , F.S.
Y	This course was taken under conditions that met the requirements to be an online course as per s. <a href="#">1002.321(3)</a> , F.S., and s. <a href="#">1003.428(2)</a> , F.S.

### **20. Where will the Online Course code be recorded on the FASTER high school printed transcript?**

The code will be recorded under the new ON column next to the AC column. Please refer to the Sample High School Transcript within this document.

## **FASTER Technical Support**

### **21. Where can information related to the FASTER system be located?**

Information related to the FASTER system may be located at <http://www.fldoe.org/faster/>.

### **22. Where can questions related to the exchange of FASTER data and technical transcript questions be directed?**

The staff in the Office of Application Support (OAS) can provide assistance in resolving these technical questions. Questions may be submitted to [FSTR@fldoe.org](mailto:FSTR@fldoe.org).

# Sample High School Transcript

TO - DISTRICT: 0000050 PALM BEACH  
 GRADE LEVEL: 12 PREPARED DATE: 07/22/2011  
 FL STUDENT ID: XXXXX6806X SSN: XXX-XX-1431

SCHOOL: 3985 COURSE INFORMATION  
 CURRENT DISTRICT: 05 BREVARD  
 CURRENT SCHOOL: 7091 Sample High School

FILE: SRTS12IS  
 PAGE 2

LEGAL NAME: MUSTANG, FORD

(321) 632-1770

DISTRICT: 52 SCHOOL: 0081 BIG LAKE HIGH SCHOOL  
 YEAR: 2011-2012 GRADE LEVEL: 09

DISTRICT: 05 SCHOOL: 3099 Vista High School  
 YEAR: 2013-2014 GRADE LEVEL: 11

T	COURSE#	COURSE TITLE	AREA	FLAG	CRSE	G	A	O	R	C	N	ATT./EARN	CREDIT
1	0708340	SPANISH I	EL		B	Z	N		0.50	0.50			
1	1001320	ENG HON I	EN	H	A	Z	N		0.50	0.50			
1	1200310	ALGEBRA I	A1		B	C	N		0.50	0.00			
1	0800300	HEALTH I-LF MGMT SKL	LM		A	Z	N		0.50	0.50			
1	2105310	WORLD RELIGIONS	NC		B	Z	N		0.50	0.50			
1	2106320	AMER GOVT HONORS	AG	H	C	Z	N		0.50	0.50			
2	1008350	READING FOR COLLG	EN	H	B	Z	N		0.50	0.50			
2	1200310	ALGEBRA I	A1		C	A	N		0.50	1.00			
2	1009370	Writing for College	EN	H	C	Z	Y		0.50	0.50			
2	8500375	BLUEPR PROF SUCCESS	EL		A	Z	N		0.50	0.50			
CREDIT, TERM:												5.00	5.00

2011-2012 ANNUAL DAYS-PRESENT: 0 ABSENT: 0  
 SUMMER TERMS DAYS-PRESENT: 0 ABSENT: 0

DISTRICT: 52 SCHOOL: 0081 BIG LAKE HIGH SCHOOL  
 YEAR: 2012-2013 GRADE LEVEL: 10

T	COURSE#	COURSE TITLE	AREA	FLAG	CRSE	G	A	O	R	C	N	ATT./EARN	CREDIT
1	0708350	SPANISH II	NC		C	Z	N		0.50	0.50			
1	2000320	BIOLOGY I HON	BI	H	A	C	N		0.50	0.00			
1	1001350	ENG HON II	EN	H	B	Z	N		0.50	0.50			
1	1200410	MATH FOR COLLEGE SUC	MA		C	Z	N		0.50	0.50			
1	2003340	CHEMISTRY I	SC		C	Z	N		0.50	0.50			
1	2109320	WORLD HISTORY HONORS	WH	H	C	Z	N		0.50	0.50			
2	0708350	SPANISH II	NC		C	Z	N		0.50	0.50			
2	2000320	BIOLOGY I HON	BI	H	C	A	N		0.50	1.00			
2	2003340	CHEMISTRY I	SC		D	Z	N		0.50	0.50			
2	2109320	WORLD HISTORY HONORS	WH	H	C	Z	N		0.50	0.50			
2	8500380	FABRIC CONSTRUCTION	EL		B	Z	N		0.50	0.50			
3	1206310	GEOMETRY	GE		NGE	N			0.00	1.00			
CREDIT, TERM:												5.50	6.50

2012-2013 ANNUAL DAYS-PRESENT: 0 ABSENT: 0  
 SUMMER TERMS DAYS-PRESENT: 0 ABSENT: 0

T	COURSE#	COURSE TITLE	AREA	FLAG	CRSE	G	A	O	R	C	N	ATT./EARN	CREDIT
1	1001380	ENG HON III	EN	H	B	Z	N		0.50	0.50			
1	2003380	PHYSICS I	SC		B	Z	N		0.50	0.50			
1	2102320	ECONOMICS HONORS	EC	H	C	Z	N		0.50	0.50			
1	8500390	PRINC FOOD PREP	EL		B	Z	N		0.50	0.50			
1	8503211	EARLY CHILD ED 1	EL		A	Z	N		0.50	0.50			
1	8506405	DESIGN SERVICES CORE	EL		A	Z	N		0.50	0.50			
2	1001380	ENG HON III	EN	H	B	Z	N		0.50	0.50			
2	1503400	BEG AEROBICS	PE		B	Z	N		0.50	0.50			
2	2003380	PHYSICS I	SC		B	Z	N		0.50	0.50			
2	2106350	LAW STUDIES	EL		B	Z	N		0.50	0.50			
2	8503211	EARLY CHILD ED 1	EL		A	Z	N		0.50	0.50			
2	8506405	DESIGN SERVICES CORE	EL		A	Z	N		0.50	0.50			
CREDIT, TERM:												6.00	6.00

2013-2014 ANNUAL DAYS-PRE SENT: 164 ABSENT: 16  
 SUMMER TERMS DAYS-PRESENT : 0 ABSENT: 0  
 ACADEMICALLY PROMOTED

**The column "GR" is the Course Grade. The column "AC" is a new column. It is the Course Assessment Status. The column "ON" is a new column. It is the Online Course Indicator.**

## Course Assessment Status Transcript Reporting Chart

The following chart provides specific recording guidelines for districts that utilize annual reporting (term3) and semester reporting.											
				Annual Reporting (Term 3)				Reporting by Semesters			
Example	EOC Passed Yes/No	Number of Semesters a Student Sits in a Course Requiring An EOC	Course	Course Assessments Status	G R A D E	Credit Attempted**	Credit Earned	Course Assessments Status	G R A D E	Credit Attempted**	Credit Earned
1	Yes	0	1200310	E	N G	0	1	E	NG	0	0.5
								E	NG	0	0.5
2	No	1	1200310	B, C	A*	0.5	0	B, C	A*	0.5	0
3	Yes	1	1200310	E	A*	0.5	1	E	A*	0.5	1
	After semester 1										
4	No	2	1200310	B, C	A-*	1	0	B, C	A*	0.5	0
								B, C	B*	0.5	0
5	Yes	2	1200310	A	B-*	1	1	C	B*	0.5	0
	After semester 2							A	C*	0.5	1
6	Yes	2	1200310	A	B*	1	1	A	B*	0.5	1
	After semester 1							A	C*	0.5	0
7	No	2	1200310	F	B*	1	1	C	B	0.5	0
								F	C	0.5	1
		*Any valid grade **Credits attempted included in grade point average									