

## summer\_submission\_excessive\_unexcused\_a bsences

ii

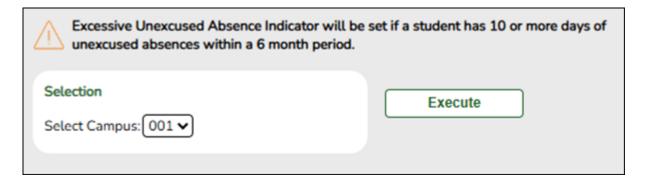
## **Table of Contents**

summer\_submission\_excessive\_unexcused\_absences .....i

This utility sets the **Excessive Unexcused Absence Indicator**, campus and date on Registration > Maintenance > Student Enrollment > Demo3 for all students with 10 or more unexcused absences.

If unexcused absences are removed and a student no longer has 10 or more unexcused absences, running the utility again will remove the current **Excessive Unexcused Absence Indicator**.

It is recommended to run the utility weekly or at least every six weeks.



## Run utility

- ☐ Select campus in the from the **Select Campus** drop-down menu.
- ☐ Click **Execute**.

## **Run report**

Run Attendance report SAT2500 - Truancy Report to verify students that have 10 or more unexcused absences. Each day with at least one unexcused absence for at least one period counts as one of the 10 or more days.

Date Run: 4/1/2025 11:55 AM							Truancy by Student and Date								Program ID: SAT2500			
Cnty-Dist: 001-905 Campus: 001							From	0 Sch	01 So Yea	:hool r: 20	2 <b>5</b>		Page:		174			
Studen ID	t Name										-						Daily	Totals
-	Active	Grd	Date	Camp	Trk	01	02	03	04	05	06	07	08				Α	U
		11	09/06/2024	001	00			U	U		U	U	U				0	5
		11	09/09/2024	001	00						U						0	1
		11	09/17/2024	001	00	U	U	U	U		U	U	U				0	7
		Perio	od Totals			1	1	2	2		3	2	2				0	13
-	Active	Grd	Date	Camp	Tek	01	02	03	04	05	06	07	08				Α	U
	Active		09/13/2024		00	A		-	-	-	-	-	-					0
			09/16/2024		00	û	U	U			U	U	U				0	6
			od Totals	- 001	-	2	1	1			1	1	1				1	6
	Active	Grd	Date	Camp	Trk	01	02	03	04	05	06	07	08				Α	U
		10	09/09/2024	001	00		U										0	1
		10	09/10/2024	001	00	Α	Α	Α	Α	Α	Α	Α	Α				8	0
		Perio	od Totals			1	2	1	1	1	1	1	1				8	1