



## **SAT1600 - Daily Attendance Report II**



## Table of Contents

<b>SAT1600 - Daily Attendance Report II</b>	1
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# SAT1600 - Daily Attendance Report II

**Attendance > Reports > Attendance Reports > Campus > SAT1600 - Daily Attendance Report II**

This report provides daily and monthly membership counts and an ADA absence count by grade level for the selected school year (historical or current), campus, attendance track, semester, and cycle. The report displays the number of instructional days per month and contains some of the required data listed in the Student Accounting Attendance Handbook. It may be helpful during audits.

Three report types can be printed:

- Daily Attendance Membership Report - Includes all ADA eligibility codes (1, 2, 3, 4, 5, and 6) except 0. Each student counts once, and each ADA absence counts once. A signature page is printed.
- Daily Attendance Eligibility Report II - Includes ADA eligibility codes 1, 2, 3, and 6. Eligibility codes 2 and 6 are half-day students; their ADA absences are counted as one-half.
- Daily Attendance Elig/Inelig Report II - Includes all ADA eligibility codes (1, 2, 3, 4, 5, and 6) except 0. Eligibility codes 2, 5, and 6 are half-day students; their ADA absences are counted as one-half.



## Back Cover