



## **SAT1800 - Attendance Audit Report**



# Table of Contents

**SAT1800 - Attendance Audit Report** ..... 1



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**Attendance > Reports > Attendance Reports > Students > SAT1800 - Attendance Audit Report**

This report provides the number of withdrawal records and average daily attendance (ADA) absences for the ADA period. An error report is produced if errors occur. **Any absences with an asterisk on the error report are automatically deleted from the attendance records.**

**NOTE:** Absences are only deleted from the ADA period on the first day of school (or a student's entry/reentry date) if the absence is either an ADA absence type or a non-ADA absence type other than J (ISS/AEP) or N (not in class (present)).

To view the correct attendance information by year, run the [District Yearly Count](#) utility.

## Run the report:

Parameter	Description
<b>Ending School Year (YYYY)</b>	Type the four-digit ending school year. For example, for the 2023-2024 school year, type 2024.
<b>Campus ID</b>	Type the three-digit campus ID, or click  to <a href="#">select the campus</a> .
<b>Student IDs (Blank for All)</b>	Type the six-digit student ID number, including all leading zeros. Separate multiple IDs with a comma (e.g., 098321,096476). Or, click  to <a href="#">select the students</a> . Leave blank to select all students.



## Back Cover