




summer_submission_excessive_unexcused_absences

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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.

 **Excessive Unexcused Absence Indicator will be set if a student has 10 or more days of unexcused absences within a 6 month period.**

Selection
Select Campus: 001 ▼

Execute

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.

District Administration

Date Run: 4/1/2025 11:55 AM
 Cnty-Dist: 001-905
 Campus: 001

Truancy by Student and Date
 001 School
 Sch Year: 2025
 From 9/2/2024 To 4/1/2025

Program ID: SAT2500
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Student		Class Periods												Daily Totals	
ID	Name														
Active	Grd	Date	Camp	Trk	01	02	03	04	05	06	07	08		A	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
Period Totals					1	1	2	2		3	2	2		0	13
Active	Grd	Date	Camp	Trk	01	02	03	04	05	06	07	08		A	U
	11	09/13/2024	001	00	A									1	0
	11	09/16/2024	001	00	U	U	U			U	U	U		0	6
Period Totals					2	1	1			1	1	1		1	6
Active	Grd	Date	Camp	Trk	01	02	03	04	05	06	07	08		A	U
	10	09/09/2024	001	00			U							0	1
	10	09/10/2024	001	00	A	A	A	A	A	A	A	A		8	0
Period Totals					1	2	1	1	1	1	1	1		8	1



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