



## **Create No Show Records**



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## **Registration > Utilities > Create No Show Records**

This utility allows you to create No Show records for all students at a campus who were not activated by the **Final Date**. When a No Show record is created for a student, the student is withdrawn with a withdrawal date of the first day of school.

Only campuses that have entered a **Final Date** on the [First Day Counts Ctrl](#) tab but have not yet run the utility are listed.

Select the campuses you want to create No Show records for.

You can select the header row to select all campuses.

Click **Execute**.

The following occurs:

- No Show records are created for all students who were not activated.
- No Show students are marked as withdrawn with a withdrawal date on the first day of school.
- Student record status is changed to 6 (*No Show*).
- No Show students are no longer displayed on class rosters.
- The **Rep Excl** field on [Registration > Maintenance > Student Enrollment > Demo1](#) is re-enabled for all students.
- Student is withdrawn from all special programs and local programs.



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