

Flexible Attendance CTE (Extended)

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Update data for the SpecialProgramsReportingPeriodAttendanceExtension complex type as needed.

The *SpecialProgramsReportingPeriodAttendanceExtension* complex represents the recording of attendance for a student's special programs reporting period.

Modify a record:

Select a student

To retrieve a student's records, select the student in one of the following ways:

Directory	Click Directory to select a student from the directory.
Texas Unique Stu ID	Begin typing the student's Texas Unique Student ID. As you begin typing the ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list also displays student's last name, first name, middle name, and grade level. From the drop-down list you can select the student.
	As you begin typing the name, a drop-down list displays students whose names match the letters you have typed. The drop-down list also displays student IDs, and grade levels. From the drop-down list you can select the student.
Stu Name	Begin typing the student's name in one of the following formats: • Last name, comma, first name • Last name initial, comma, first name initial
Stu ID	Begin typing the student ID. As you begin typing the student ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list displays the students' full name and grade level. From the drop-down list you can select the student.

Click **Retrieve** to retrieve the selected student.

Click +Add to add a blank row.

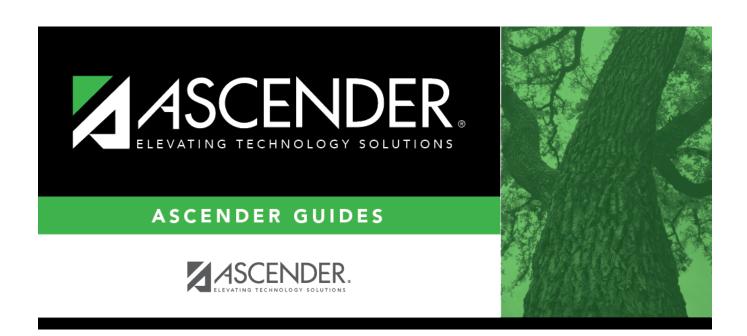
Campus	CAMPUS-ID-OF-ENROLLMENT (E0782)
	Type or select the three-digit campus ID.
Grade	GRADE-LEVEL-CODE (E0017) Code table: C050
	Select the student's current grade level.

Track	INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) Code table: C141 Select the campus calendar track to which the student is assigned.
Report Period	REPORTING-PERIOD-INDICATOR-CODE (E0934) Code table: C130 Select the period for which the data is being reported. For Submission 4, only codes 7 and 8 are allowed.
Flexible Attendance Program	FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE (E1045) Code table: C177 Select the code indicating whether the student's flexible attendance is related to the OFSDP (Optional Flexible School Day Program) or the HSEP (High School Equivalency Program). For Submission 4, this must be set to 3-OFSDP Credit Recovery Program.
Days Taught	NUMBER-DAYS-TAUGHT (E0935) Type the number of days of instruction offered per the school calendar during the selected Report Period . For Submission 4, this must be reported as 30 days.
CTE Minutes Present	FLEX-ATTEND-TOTAL-CAREER-TECH-MINUTES-PRESENT (E1053) Type the total number of minutes the student was present, eligible, and enrolled in an approved CTE course during a particular reporting period.

Click Save.

Add	
Add	
C v	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click Save .
C	Delete all of the student's records. Click Delete to delete all of the student's records. A confirmation message is displayed. Click OK to continue. Otherwise, click Cancel .
F C	Change the student's ID. The Change ID button is disabled until a student is retrieved on the page. Retrieve a student, and click Change ID. The Change Student ID section is displayed at the top of the page. In the New Student ID field, type a valid social security number that you would like to change the existing ID to, and then click Submit. The Change Student ID dialog box is displayed prompting you to review the change ID request information and accept the information if it is correct. Click OK to continue. Otherwise, click Cancel.

Prev and	Scroll through students.
	Once a student is retrieved, click Prev or Next to scroll to the previous or next
	student alphabetically.



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