Implementation Date:
Fiscal Year 1994-95
July 1, 1994

Element Name: **Attendance, Adult**

Definition/Domain

A three-character code which indicates the presence or absence of the adult student for each scheduled class meeting of the course. Attendance records are to be kept for each course in which the adult student is enrolled. See Automated Student Attendance Recordkeeping for procedures.

For **all adult students**, use the following method of indicating presence and absence.

CODE	DEFINITION
A	**Not present** (Absent)
P or **blank**	**Present.**
hhmm	**Present** (A numeric value). With an implied: (colon) between the second and third positions indicate to the nearest minute the total amount of time the student was actually present: 1) if the adult students attend classes at their convenience whether or not an overall schedule has been established; or 2) if a secondary student is taking the course for high school credit in order to earn a regular high school diploma and he or she is in class less than the number of hours he or she is scheduled to be in class.

NOTE: Some districts have adult courses that meet longer than 9 hours and 59 minutes in one class period. Those districts may expand the field length to four characters. Those districts which need only three characters may leave the field length as three in their local systems.

Length: 4

Format: Alphanumeric

Compatibility Requirement: Compatible

Grades and Programs Requiring This Data Element:

Adult Basic Skills
Adult Secondary Education
Adult Postsecondary Vocational

Use Types:

- ☐ **State Report**
- ☐ **Postsecondary Transcript**
- ☒ **Local Accountability**
- ☐ **District Records Transfer**
- ☐ **Permanent Record**

State Reporting Formats Requiring This Data Element:

None

Data Element Number: 102625

Reported in Survey Periods: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 9