

## 2019-20 High School Beginning of the Year Exit Guide

STATUS TAG	SCENARIO	CHECK ENROLLMENT HISTORY FIRST!	NO SHOW OPTIONS BOX
<b>N – No Show (Attended Last Yr.)</b>	Student completed the 2018-19 school year at YOUR school site but will now attend ANOTHER SCHOOL for the 2019-20 school year <i>(This should only be used for 10<sup>th</sup>-12<sup>th</sup> graders or retained 9<sup>th</sup> graders)</i>	<u>Must have</u> 2018-19 enrollment history at your school	<b>Drop the following:</b> Check all boxes <b>Summer Withdrawal Reason:</b> <b>160</b> CA School <b>167</b> Alternative School Prog. <b>180</b> Private School <b>200</b> US School (Not CA) <b>240</b> Foreign Country <b>Student Leave Date:</b> 05/29/2019
<b>P – No Show (Never Attended)</b>	Student rolled into <u>or</u> registered at your school to begin the 2019-20 school year but will NO LONGER attend  <i>OR</i> Student is in your database due to a district transfer to begin the 2019-20 school year but will NO LONGER attend	Has <u>NO</u> enrollment history at YOUR school for 2018-19	<b>Drop the following:</b> Check all boxes <b>Summer Withdrawal Reason:</b> <b>470</b> Pre-enrolled, but never attended <b>180</b> Private School <b>200</b> US School (Not CA) <b>240</b> Foreign Country <b>Student Leave Date:</b> 8/12/2019
		<b>NOTE for Pre-enrolled; Never Attended students:</b> If the school year has already started, use the School Enter Date from the student's 1 <sup>st</sup> page in Aeries as their Leave Date	
<b>I – Inactive</b>	Student attended YOUR school for any amount of time during the 2019-20 school year and then exited	<u>Must have</u> 2019-20 enrollment history at your school	<b>Effective Date:</b> Use last day of physical attendance  <b>Withdrawal Reason:</b> Use most appropriate reason
<b>ENROLLMENT TRACKING FORM: FOR ALL SCENARIOS, PLEASE BE SURE TO UPDATE THIS FORM WITH STUDENT NEXT SCHOOL INFORMATION</b>			