

**FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATA BASE REQUIREMENTS
VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS**

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

Element Name: Attendance, Adult									
Definition/Domain									
<p>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 <u>Automated Student Attendance Recordkeeping</u> for procedures.</p> <p>For all adult students, use the following method of indicating presence and absence.</p> <table style="margin-left: auto; margin-right: auto; border: none;"> <thead> <tr> <th style="text-align: center; padding: 5px;"><u>CODE</u></th> <th style="text-align: center; padding: 5px;"><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center; padding: 5px;">A</td> <td style="padding: 5px;"><u>Not present</u> (Absent)</td> </tr> <tr> <td style="text-align: center; padding: 5px;">P or blank</td> <td style="padding: 5px;">Present.</td> </tr> <tr> <td style="text-align: center; padding: 5px;">hhmm</td> <td style="padding: 5px;">Present (A numeric value).</td> </tr> </tbody> </table> <p style="margin-left: 40px;">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:</p> <ol style="list-style-type: none"> 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. <p style="margin-left: 40px;">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.</p>		<u>CODE</u>	<u>DEFINITION</u>	A	<u>Not present</u> (Absent)	P or blank	Present.	hhmm	Present (A numeric value).
<u>CODE</u>	<u>DEFINITION</u>								
A	<u>Not present</u> (Absent)								
P or blank	Present.								
hhmm	Present (A numeric value).								
Length: 4	Grades and Programs Requiring This Data Element:								
Format: Alphanumeric	Adult Basic Skills								
Compatibility Requirement: Compatible	Adult Secondary Education Adult Postsecondary Vocational								
Use Types: <input type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input type="checkbox"/> F.A.S.T.E.R.	State Reporting Formats Requiring This Data Element: None								
Data Element Number: 102625	Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 9								
Revised: 10/01	Volume I Effective: 7/02 Page Number: 12-1								