

## STUD79 Dropout Tracker Report

The STUD79 Dropout Tracker report displays students who have withdrawn from school with a Withdrawal activity code (W4, W5) or Summer Withdrawal activity code (S4, S5). All items on this report are pre-integrity.

**Note:** Select a **Fiscal Year** and **Local Education Agency** in the upper-right corner before running the report



1 Fiscal Year: 2017 Local Education Agency: Select an Option

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This report provides a list of students who have been withdrawn from school with a code of W4, W5, S4 and S5 within the selected Fiscal Year.

1 School(s): Select options Page Break between Schools:

2 View Report

3

**(1) Reporting Parameters:** Users must choose a School from the drop-down menu.

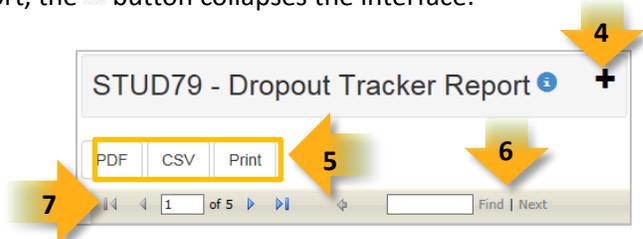
- The **Page Break between Schools** check box displays each school on a separate page. This is only applicable for users with permissions to view submissions from multiple schools.

**(2) View Report:** Queries results (shown on Page 2).

**(3) Collapse:** To provide more room for viewing the report, the **-** button collapses the interface:

**(4) Expand:** Click the **+** icon of a collapsed report to expand the search interface.

**(5) PDF/CSV/Print:** Selecting **PDF** prompts to save or open the report as a PDF file. Selecting **CSV** prompts to save or open the report as an Excel document. Selecting **Print** displays the report in a print preview window. Click the printer icon to print the report as it appears on the screen.



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5 PDF CSV Print

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**(6) Search:** Type the name of entity, or part of a name, to quickly scan the report. Matches are highlighted blue. Click **Next** to find the next matching entry on the report.

**(7) Navigation:** The **◀** and **▶** buttons move forward and backward, one page at a time. The **◀◀** and **▶▶** buttons move to the first and last page, respectively. A specific page number can be entered in the textbox, followed by hitting **Enter** on the keyboard.

# ADE Quick Reference Guides

## AzEDS Reports



STUD79

Fiscal Year: 2016

School Year: 2015 - 2016

Unified District (0000)

**Dropout Tracker Report**

CTDS: 00-00-00-000

Page: 1 of 1

Report Date: 03/08/2016 01:55 PM

School CTDS: 00-00-00-000

School Name: High School (0000)

District Student ID	State Student ID	Last Name	First Name	Grade	First Day of Membership	Last Day of Membership	Withdrawal Activity Code	Subsequent Enrollment	Subsequent Graduation
00000000	00000000	Thurman	Bree	1	10/01/14	12/01/14	W5	N/A	N/A
	67829447	Reese	John	1	10/01/14	10/15/14	W4	Y	N/A

**NOTES:**

Withdrawal Activity Codes:  
**W4** = Absence or status unknown. Student is withdrawn before scheduled end of school year for 10 consecutive day of unexcused absence, status or location is unknown to the school or school district.  
**W5** = Dropout. School received verification that student has withdrawn from school before scheduled end of school year; student does not intend to complete requirements for a high school diploma.

Summer Withdrawal Activity Codes:  
**S4** = Summer Absence or status unknown. Students who are enrolled at the end of the prior school year but fail to show at any time during the next school and whose status or location is unknown to the school or school district.  
**S5** = Summer Dropout. Student dropped out during the summer (Same criteria as W5)

School - Total Records: 1

District - Total Records: 2

**(8) Header:** The report name, fiscal year, and school year display on the top-left corner each results page. The LEA name and Entity ID as well as the long report name display on the center of each results page. The CTDS number, page number, and date of the report display on the top-right corner of each results page.

**(9) Sub-Header:** The School CTDS, school name and Entity ID, and grade level display above the information for each section. If the **Page Break between Schools** box is checked on the search interface, each school displays on a separate page.

**(10) Report Information:** The following information is listed per student:

- **District Student ID:** The identification number supplied by the LEA.
- **State Student ID:** The unique identification number supplied by ADE.
- **Last Name and First Name**
- **Gender**
- **First Day of Membership:** The date the student enrolled in the school.
- **Last Day of Membership:** The date the student withdrew from the school.
- **Withdrawal Activity Code:** Indicates the reason of withdrawal. This code is required when submitting a withdrawal for a student.
  - Descriptions of the code values are located under NOTES at the end of the report.
- **Subsequent Enrollment:** Indicates if the student is enrolled at a different school in Arizona after this withdrawal.
- **Subsequent Graduation:** Indicates if the student graduated while enrolled at a different school in Arizona after this withdrawal.

**(11) Totals:** Displays the total number records submitted for the school. If running the report from a District level, the total number of records submitted for the LEA is available on the last page of the report.