

eSchool Entry/Withdrawal Verbiage

**** All notes should be entered in the following format: *date Notes (Name)***

Example: 1/27/20 RR received 1/27/20 from Reggie Star, registrar at Some High School. (JBarbano)

U4 – 20 day No Show: Last day of attendance – date last attended.

U3 – Unconfirmed Transfer:

Per parent/guardian/student, enrolling at school/program in district/city/state.

Per parent/guardian/student, moving to district/city/state.

U2 – Enrolled last year, no show at the start of school: Never attended school in school year.

U1 – Unknown (no other code applies): *whatever information you have!*

Community Colleges: Rec'd email confirming enrollment in high school completion program dated date from person at school.

Homeschool/DOI: DOI dated date for the school year SY on file at Sequoia.

CEDARS: Per CEDARS, enrolled at school as of date.

SRX Emails: RR received date through SRX. Records sent to person at school on date.

Records Request: RR received date from person at school.

Email Confirmation: Rec'd email from person, position at school, confirming enrollment as of date.

Denney: Entered DJJC date entered for educational services through NWESD.

Emigrant Status: Emigrant Status Document approved by admin name, emigrating to name of country.

Foreign Diploma: Student had received a HS Diploma from country.

No Educational Impact (*dropout plan only*):

- *Request for school to fill out (Jaci):* Email sent to school to submit No Ed Impact form.
- *Submitted to Jaci (School Staff):* No Educational Impact form submitted to JBarbano.
- *Approved (Jaci):* JWillard approved No Educational Impact. WA-EXC program dates added and w/d code changed to Rcurrent w/d code. Original Doc sent to registrar at school.