Use of Exit codes for Compulsory School Age Students & Dropouts/Noncompleters
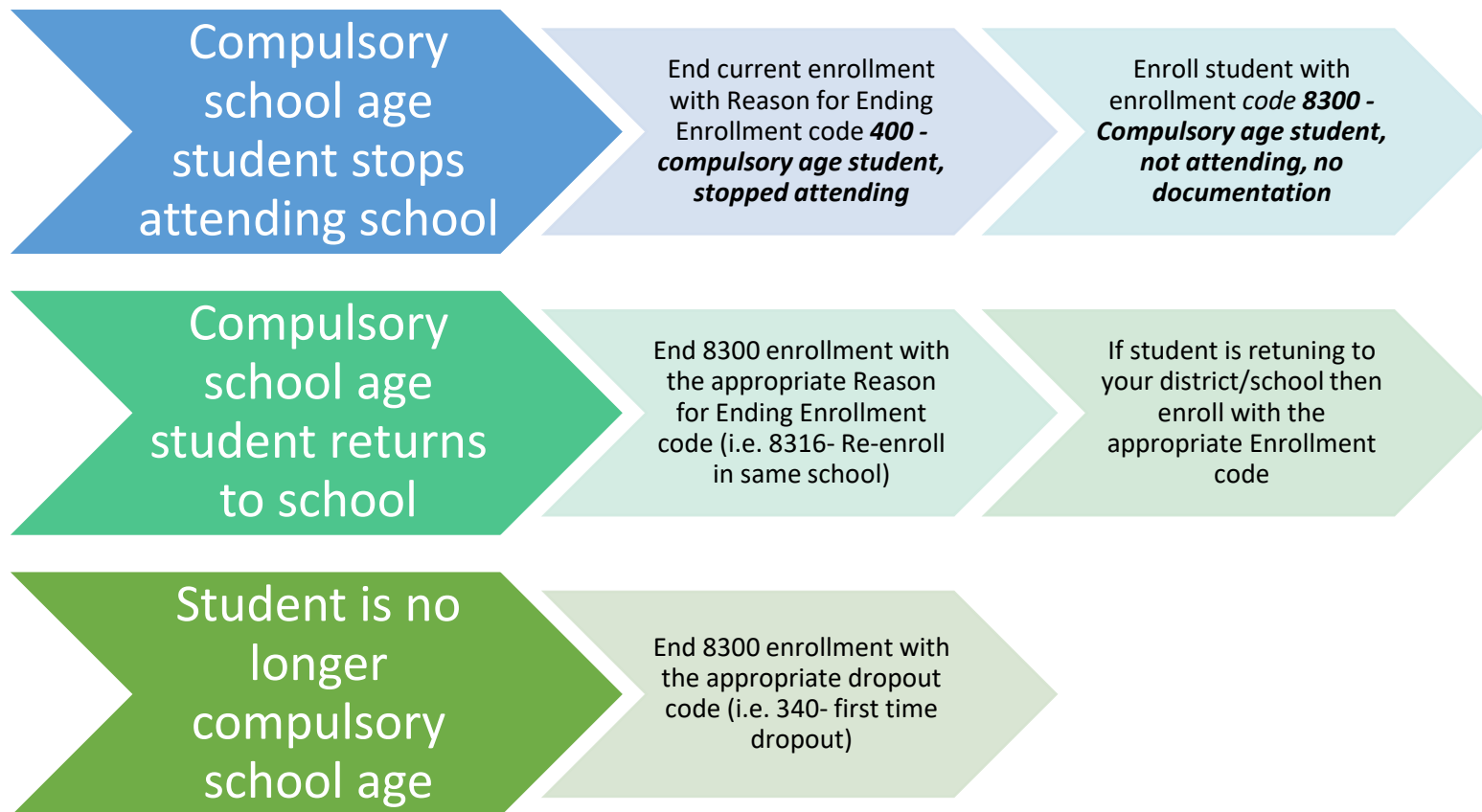
Exit Code	Student is…		Additional Information
	Compulsory School Age	Beyond Compulsory School Age (end of year student turns 16 or 17 – check your BOE policy)	
400 – Compulsory age student stopped attending	X		The student should have a new enrollment with the **code 8300 –** Compulsory age student, not attending, no documentation. (Use location code 0000)
135 – Reached maximum legal age and has not earned a diploma or certificate		X	This code is used when a student is ending enrollment in your school solely because the student has reached 21 years of age during the school year and the student did *not* previously earn a diploma or certificate.
289 – Transferred to an approved AHSEP program		X	
306 – Transferred to other high school equivalency preparation (HSE) program		X	
340 – Left school: first time dropout		X	A school should code a student as "Left school, no documentation of transfer" in only one year during the student's school career.
357 – Left school: previously counted as a dropout		X	This code is used when a student beyond compulsory age has been reported with a reason for ending enrollment code that previously identified the student as a dropout in that LEA.
391 – Long-term absence – 20 consecutive unexcused days		X	A school should code a student as "Long-term Absence" in only one year during the student's school career.
408- Permanent expulsion		X	
425 – Left School, no documentation of transfer		X	This code can also be used to end enrollment of preschool children who are declassified by CPSE or withdrawn from school by a parent/guardian

Sample Scenarios

Compulsory school age student stops attending school	End current enrollment with Reason for Ending Enrollment code **400 - compulsory age student, stopped attending**	Enroll student with enrollment *code **8300 - Compulsory age student, not attending, no documentation***
Compulsory school age student returns to school	End 8300 enrollment with the appropriate Reason for Ending Enrollment code (i.e. 8316- Re-enroll in same school)	If student is retuning to your district/school then enroll with the appropriate Enrollment code
Student is no longer compulsory school age	End 8300 enrollment with the appropriate dropout code (i.e. 340- first time dropout)	

Note: For students who stop attending school while they are still of compulsory school age, the 8300 Reason for Beginning Enrollment Code should be reported immediately after entering the appropriate Reason for Ending Enrollment Code 400 - *Compulsory age student, stopped attending* **and be continued each year until the end of the school year in which the student turns 16 (or 17 in select districts).** The district should end the 8300 enrollment record at the start of the subsequent school year using the appropriate Reason for Ending Enrollment.