1-F: COUNT DAY ABSENCE FORM (ELEMENTARY SCHOOL)

District		School Year		
Building - Program		Count Date	October	
			February	

I certify that this is a true and accurate list of all eligible FTE reported for pupils absent on count day.

Authorized Representative Signature | Title | Date

INSTRUCTIONS: List each pupil absent on the count day. Note the grade of the pupil, the type of absence (AM and/or PM), and the date the pupil returned to school (both AM and PM return dates are required if absent the entire day, otherwise if absent on AM or PM, return for that portion is needed**). Determine the FTE based upon whether the pupil returned within the appropriate time frame. Some districts may not keep both AM and PM attendance, in which case AM will indicate their full day. Please enter "N/R" if pupil does not return.

Last Name	First Name	Grade	Indicate E=Excused U=Unexcused S=Suspended/expelled		Date Returned		FTE
			AM	PM	AM	PM	

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Last Name	First Name	Grade	AM	PM	AM	PM	FTE