



# Attendance Collection Timeline

2023-2024

Date	Event	Event Description
04/17/2024	Open	Districts may begin creating snapshots. Attendance Snapshot dependencies are the Student Demographic File and Student School Association File.
05/08/2024 10:30-12:00 p.m.	Training Event	Collection Overview Training
05/09/2024	Interim Deadline	Upload Student Demographic and Student School Association Files
05/28/2024	Interim Deadline	Create an initial Attendance Snapshot
06/12/2024	Interim Deadline	Error free Student Interchange file uploads
06/26/2024	Interim Deadline	Error free Attendance Snapshot
07/05/2024	Report Review	Review Attendance Cognos Reports for data validation. Submit Attendance Snapshot data as soon as review is complete.
07/12/2024	Deadline	Submit Attendance Snapshot data.
07/26/2024	Deadline	Collection closes <ul style="list-style-type: none"> <li>Superintendent Verification (sign-off) form due.</li> <li>Data remains embargoed until the official release in August.</li> </ul>
08/16/2024	Data Release	Official data release

## Collection Event Definitions

Event	Definition
Open	Collection is available for LEAs.
Other Date	An important date for the data collection as determined by the collection lead. More information is provided in the event description.
Training Event	Opportunity for data respondents to learn more details for the collection.
Interim Deadline	LEAs should meet these criteria by this point in time; if not complete, then notification is required with frequent check-ins by the collection lead until the criteria is met.
Report Review	LEAs should use this time to review reports prior to the deadline. Typically, one week prior to the deadline.
Deadline*	LEAs must finalize by this time as set by the collection lead.
State Deadline**	LEAs must finalize by this time as set by legislation.
Data Release	Education statistics based upon this collection are publicly released and the embargo is lifted for this dataset.
Closed	Collection is no longer available for LEAs.

\*Extensions may be granted due to extreme circumstances as determined by the collection lead.

\*\*Extensions are not allowed as this deadline is set in legislation.