

Early and End of Year Attendance Collection (Maryland)

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Tool Search: Early and End of Year Attendance

The Early and End-of-Year Attendance Collection reports individual student attendance data, including school entry and exit information, the number of days in attendance, the number of days absent, and general demographic information. This information is then submitted to the Maryland Department of Education for use in attendance, graduation, and dropout rate analysis.

Due Dates

- **Early Attendance Collection** March-May
- **End of Year Collection** June - August

Refer to [Early and EOY Attendance Collection \(April 2026\)](#) for details on the report logic and layout.

Early and End of Year Attendance Collections ☆
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Early and End of Year Attendance Collections

The Early and End of Year Attendance Collections will report PK - 12 grade students from the first day of school through the effective date of report generation. The early attendance reports from the beginning of the school year through the MSA Post-test date. The end of year attendance reports from the beginning of the school year through the last day of school. A break in a student's enrollment will result in separate records. Choose the State Format to get the state defined flat file format, otherwise choose one of the testing/debugging formats.

Extract Options

Report Type: Early Attendance Collection

Start Date: 08/14/2024

End Date: 06/30/2025

Run Date: 01/10/2025

EL Exempt Date: 01/10/2025

Exclude Cross-Site Data:

Ad Hoc Filter:

Format: Fixed Width (State Format)

Select Calendars

Which calendar(s) would you like to include in the report?

active year
 list by school
 list by year

24-25

- 24-25 0007 Cecil Elementary
- 24-25 0008 City Springs Elem/M
- 24-25 0010 James McHenry Ele
- 24-25 0012 Lakeland Elementar
- 24-25 0013 Tench Tilghman Ele
- 24-25 0015 Stadium School Mid
- 24-25 0016 Johnston Square El
- 24-25 0021 Hilton Elementary
- 24-25 0022 George Washington
- 24-25 0023 Wolfe Street Acaden
- 24-25 0027 Commodore John F
- 24-25 0028 Sandtown-Winchest
- 24-25 0029 Matthew A. Henson
- 24-25 0034 Charles Carroll Bar

CTRL-click or SHIFT-click to select multiple

Refresh Show top 50 tasks submitted between 01/03/2025 and 01/10/2025

Batch Queue List	Queued Time	Report Title	Status	Download

Early and End of Year Attendance Collections Extract Editor

Report Editor Fields

Field	Description
Report Type	<ul style="list-style-type: none"> • Early Attendance Collection: Reports data on each student in pre-Kindergarten through grade 12 from the first day of school through the end of the MSA Post test collection for the specified school year. • End of Year Attendance Collection: Reports data on each student in pre-Kindergarten through grade 12 from the first day of school through the last day of school for the specified school year.
<u>Start Date</u>	The first date considered in the report.
End Date	The last date considered in the report.
Run Date	Default value is today's date.
EL Exempt Date	<p>Date used to determine the data is reported in the EL Exempt field.</p> <ul style="list-style-type: none"> • To report Y in the EL Exempt field, the student's most recent EL Identified date must be after the EL Exempt Date entered here.
Exclude Cross-Site Data	<p>Cross-site section enrollment data is not included in the report when checked.</p> <ul style="list-style-type: none"> • <u>Cross-site enrollment</u> functionality must be enabled at the district level for the checkbox to display. • Defaults to checked.
Ad Hoc Filter	Only those students in the filter report if they meet the reporting requirements.
Format	<p>Determines the format for the report.</p> <ul style="list-style-type: none"> • <u>CSV</u> (State Format) • Fixed Width State Format • HTML
Select Calendar(s)	The calendar(s) from which data is pulled for the report.
Generate Report/Submit to Batch	<p>Users can submit the report request to the batch queue by clicking Submit to Batch instead of Generate Extract. This process allows larger reports to be generated in the background without disrupting Campus. For more information about submitting a report to the batch queue, see the Batch Queue article</p>

Generate the Extract

1. Select the **Report Type**.

2. Indicate the **Calendar(s)** to include in the report.
3. Enter the **Start Date**.
4. Enter the **End Date**.
5. Enter the **Run Date**.
6. Enter the **EL Exempt Date**.
7. Mark/Unmark the **Exclude Cross-Site Data** checkbox as appropriate.
8. Select an **Ad Hoc Filter** if desired.
9. Indicate the **Format** in which the report should be generated.
10. Click **Generate Now** or **Submit to Batch**.

Report Layout

Refer to [Early and EOY Attendance Collection \(April 2026\)](#)  for details on the report logic and layout.