

INFO-03

10/02/2026 6:40 am EDT

Rule: No-Shows

Summary

This validation identifies student enrollments marked **No Show** with enrollment dates within the applicable calendar year.

Review each reported enrollment to confirm that the student did not attend school and was correctly processed as a No Show.

Severity

INFO

What to Review

For each student reported in the validation, review the previous and current enrollment records.

- Search for the student.
- Open *Student Information > General > Enrollments*.
- Select the applicable enrollment record.
- Confirm that **No Show** is selected.
- Review the enrollment **Start Date** and **End Date**.

General Enrollment Information

Enrollment ID 957050

Calendar

26-27 Monroe High School

Schedule (read only)

Main

*Grade

11

Class Rank Exclude

☐

External LMS Exclude

☐

*Start Date

7/1/2026

No Show

☒

End Date

7/1/2026

End Action

*Service Type

P: Primary

*Local Start Status

E1: Init enroll - this year

Local End Status

W1: Transfer Withdrawal

State Start Status

E1: Init enroll - this year

State End Status

W1: Transfer Withdrawal

- Review the student's attendance information, as needed, to confirm that the student did not attend school under the enrollment.
- Confirm that the enrollment was appropriately processed as a No Show. See the [Start of School](#)

(<https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/start-of-school-boy>) for guidance on No Showing student enrollments

Refer to the [School Attendance and Student Accounting \(SASA\) Manual](#) (<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting>) for No Show requirements.



Note: A student appearing in INFO-03 does not indicate an error. This validation provides an opportunity to verify that enrollments marked No Show are accurate.

Recommended Action

No Show Is Correct

If the student did not attend school and the enrollment was correctly processed as a No Show:

- Confirm that **No Show** is selected.
- Confirm that the enrollment information accurately reflects the No Show process.
- No correction is needed.

Student Attended School

If the student attended school under the enrollment but the record is marked No Show:

- Review the student's enrollment and attendance documentation.
- Determine the appropriate enrollment information according to the [SASA Manual](#) (<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SchoolAttendanceandStudentAccountingManualSASA-1394>).
- Correct the inaccurate No Show and enrollment information.
- Confirm that the enrollment accurately reflects when the student began attending school.
- Select **Save**.



Important: Do not remove the No Show selection only to remove the student from INFO-03. Correct the enrollment only when the No Show designation does not accurately reflect the student's enrollment history.

Verify the Review or Correction

If the No Show information is correct:

- Confirm that the enrollment has been reviewed.
- No additional action is needed.
- Continue reviewing any remaining info validation results.

If a correction was made:

- Rerun the applicable PMR INFO Validations.
- Confirm that the validation result reflects the corrected enrollment information.
- Continue reviewing any remaining info validation results.

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