

**From:** Tammy SENECA  
**To:** Asst Principals; CO Admins; Principals; Secretaries  
**Date:** 10/22/2009 3:40:31 PM  
**Subject:** Exit Coding for Students who go to Private Schools

Please make sure that when a **student exits to go to a private school you use the code 66: Transfer to Parochial/Private... NOT L3: Transfer within state.**

We are working on dropouts right now... if you code a student as L3 and they do not show up at another PUBLIC school system in La. then you will take a hit on that kid as a dropout. The state department is not linked to parochial/private schools... so even if the student enrolls at that location, the state department will view that L3 coded student as a dropout. If you code them as a 66 then they will not be a dropout.

We have a couple of cases where students left to go to a private school in 2008-2009, but since they are back at your school in 2009-2010, there is nothing we can do about fixing this dropout. So a student at your school this year can be a dropout for last year.

Tammy

Tammy S. Seneca, Ph.D.  
West Baton Rouge Parish  
Supervisor of Information Systems  
and Educational Technology/Security Coordinator  
3761 Rosedale Road  
Port Allen, Louisiana 70767  
(225)343-8309 Extension 229  
Fax (225)387-2101

**CC:** Sarradet, Cody