



BP 5070

---

Board Policy  
Chapter 5 – Student Services

---

**BP 5070      ATTENDANCE**

Attendance Records

The Santa Monica Community College District shall keep accurate attendance accounting for state reports and must clear the rosters of inactive enrollment as of census dates.

Student Enrollment, Attendance, and Disenrollment

The Santa Monica Community College District shall follow procedures as defined in Administrative Regulation 4133 to document course enrollment, attendance, and disenrollment information as required by the provisions mandated by the State of California Education Code. Authorized detailed procedures shall be developed through administrative regulations which reflect changes in state enrollment, attendance, and disenrollment reporting procedures.

*References:*

*Education Code Sections 84500 and 84501;  
Title 5 Sections 58000 et seq.*

---

Adopted: May 7, 2001

Revised:

(Replaces SMC BP 4130 and BP 4133)