



CLOSING REPORT

SCHOOL YEAR _____ - _____

The principal or head teacher should submit this report to the conference office of education at the close of the school year. This report should include data for grades Pre-K through 12.

Union: _____ Conference: _____

Name of School: _____

Closing Data			
	Pre-K	K-8	9-12
1. Closing cumulative enrollment for the school year.			
2. Attendance at the close of the school year.			
3. Number Graduating from grade 8.			
4. Number Graduating from grade 12.			
5. Students baptized during the last 12 months:			
a. at least one parent/guardian an SDA.			
b. neither part/guardian an SDA			

Instructions:

1. Include all students who registered throughout the entire school year, regardless of their attendance when school closed.
2. The actual attendance on the last day of school.
3. Give the number of diplomas actually awarded.
4. Give the number of diplomas actually awarded.
5. Give the number of students baptized during the last twelve months.