

SUNY Adirondack Office of Records and Registration

ADDRESS: 640 Bay Road, Queensbury, NY 12804-1445 | CALL: 518.743.2279 | FAX: 518.832.7601 | EMAIL: registrar@sunyacc.edu

State Certification/Attendance Reporting Requirements

The college is required to report student attendance to the State University of New York by semester and part of term. The census reporting period is generally the first 20% of each part of term. Students who have failed to physically attend in-person classes or have not demonstrated active online participation* in online classes during the census reporting period will be considered a “no-show” and deregistered from their courses.

All faculty members are required to submit their State Certifications each semester through the Banner Self-Service Faculty Portal to verify students attendance as outlined below.

1. Faculty should login to Banner Self-Service: https://banner.sunyacc.edu/pls/prod/twbkwbis.P_WWWLogin
2. Go to the Faculty Services Tab
3. Click on State Certification Reporting link
4. For each student registered and listed in your class, either:
 - a. Change the student to never attended or
 - b. Leave them marked as attended to indicate that the student has attended at least 1 class or
 - c. If a student is attending your course and not on the roster, please contact registrar@sunyacc.edu for sections taught on campus and online or chs@sunyacc.edu for College in the High School sections.

*Active online academic participation includes submitting an academic assignment, taking an exam, interacting in a study group, group project or online discussion assigned by the college, interacting with an instructor about academic content. Logging into an online class or tutorial without any further participation or participating in academic counseling/advisement do not qualify as active online participation.

Early Alert Reporting

Course Information

Human Anatomy & Physiology II - BIO 108 1

CRN: 12233

Choose a Different CRN

Term Code: 202410

Students Registered: 14



Early Alert - 3rd Week Census

Rec#	ID	Student Name	Attendance Status	Internship Site (Approved Internship Site Certification)	Registration Status
1			Attended	None	Web Registered Apr 25, 2024
2			Attended	None	Web Registered Apr 23, 2024
3			Attended	None	Web Registered Apr 18, 2024
4			Attended	None	Web Registered Apr 20, 2024
5			Attended	None	Web Registered Apr 18, 2024
6			Attended	None	Registered Aug 12, 2024
7			Attended	None	Web Registered Apr 16, 2024
8			Attended	None	Web Registered May 06, 2024
9			Attended	None	Web Registered Apr 22, 2024
10			Attended	None	Web Registered Aug 13, 2024
11			Attended	None	Web Registered Jul 29, 2024
12			Attended	None	Web Registered Apr 23, 2024
13			Attended	None	Web Registered Aug 03, 2024
14			Attended	None	Web Registered Apr 16, 2024