**Policy Clarifications – EPP**

**Submitted: Agency: CAOs**

**Subject: Use of Indicator Tracking Code 74 for High School Students**

**Question**:

Do we need to track Activity Hours Monthly for High School Students?

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| **Response By:** Nicole Tile | **Date:**  |

No, activity hours for high school students will not be tracked. For high school students who are 18 years old that have an active Project Enrollment screen please enter the Indicator Tracking Code 74. This tracking code will be used to identify TANF eligible children age 18 and currently enrolled in high school, to include students on summer vacation who expect to re-enroll in high school for the next regular term. Using this code will properly remove these students from the zero-hour alert that is issued on the 11th of the month.

The verification process in CAH 114.3 will continue. After verifying attendance during the fiscal month in which the TANF child turns 18, the CAO again must verify attendance in March, June, September, and December until the TANF child reaches age 19.

NOTE: A SNAP ABAWD who meets these criteria should not be issued Good Cause Code 74, and should instead be issued a SNAP ETP code of 20 and a SNAP Qual. Code of 03 (or lower, if applicable).

Please follow this guidance until the Handbook can be updated.