

Student Management at State Vocational Schools in Padang Panjang City

Ronny Rahman^{1*}, Sulastr², Nelfia Adi³, Fifin Wildanah⁴

¹²³⁴ Department of Educational Administration, Padang State University, Padang, Indonesia

ARTICLE INFO

Article history:

Received August 10, 2025

Revised August 11, 2025

Accepted August 15, 2025

Available online September 30, 2025

Keywords:

Student Management, Student, Management



This is an open access article under the [CC BY](https://creativecommons.org/licenses/by/4.0/) license.

Copyright © 2022 by Author. Published by Laboratory of Educational Administration Departemen Universitas Negeri Padang

ABSTRACT

This study aims to describe and analyze student management at public vocational schools (SMK Negeri) in Padang Panjang City, covering aspects of planning, admission, record-keeping, development, and grouping of students. The method used in this study is quantitative. The research population consists of all teachers at public vocational schools in Padang Panjang City, totaling 125 individuals. The sample was determined using Slovin's formula and proportioned through the simple random sampling technique, resulting in 57 respondents.

The research instrument was a Likert-scale questionnaire with five response options, which had been tested for validity and reliability. The data analysis results show that: (1) student planning obtained an average score of 4.20, (2) student record-keeping obtained an average score of 4.39, (3) student development obtained an average score of 4.16, and (4) student grouping obtained an average score of 3.78. Based on these findings, it can be concluded that student management at public vocational schools in Padang Panjang City is carried out well by the teachers.

Corresponding Author:

Ronny Rahman

Email: rahmanronny14@gmail.com

1. INTRODUCTION

Law No. 20 of 2003, Article 11, Point (1), concerning the National Education System, stipulates that the government and regional governments are obligated to provide services and facilities, as well as ensure the provision of quality education for every citizen without discrimination. All forms of educational services aim to improve the quality of human resources and advance the education sector. The creation of quality educational services is not solely the responsibility of formal educational institutions; rather, it requires effective coordination between the government and schools to deliver the type of education desired by the community. Efforts to improve the quality of education nationally, in every educational unit, are directed at providing optimal educational services to the public, one of which is the implementation of new student admissions.

Student management involves the regulation, supervision, and services provided to students, both inside and outside the classroom. This includes activities such as orientation, registration, and individualized services designed to develop students' abilities, interests, and needs from the time they enter school (Prihatin, 2011: 4). According to Law No. 20 of 2003, Article 1, Paragraph 4, students are members of society who strive to develop their potential through the learning process available at various educational pathways, levels, and types.

The urgency of student management in public vocational schools (SMK Negeri) is significant, as it directly influences students' readiness to enter the workforce. Several factors highlight this importance, including job readiness, character development and professional ethics, adaptation to technological advancements, soft skills development, enhancement of learning effectiveness, and the strengthening of linkages and cooperation with industry.

In the admission process, public vocational schools in Padang Panjang City implement two types of selection: administrative selection and academic selection. Administrative selection covers the management of official documents and student administrative requirements, while academic selection evaluates students' abilities.

Based on observations and interviews conducted at public vocational schools in Padang Panjang City, it is deemed necessary to conduct a more in-depth study entitled "Student Management at SMK Negeri Padang Panjang City".

2. METHOD, DATA, ANALYSIS

This study employs a quantitative research method with a descriptive research design. The study was conducted at a public vocational high school (*SMK Negeri*) in the city of Padang Panjang, involving a total of 125 teachers. The instrument was selected using a simple random sampling technique. Data collection was carried out by providing respondents with a set of written questions or statements to answer. The questionnaire in this study was developed using a Likert scale with five alternative responses: Always (SL) with a score of 5, Often (SR) with a score of 4, Rarely (JR) with a score of 3, Sometimes (KD) with a score of 2, and Never (TP) with a score of 1.

3. RESULT AND DISCUSSION

Result

Student management is an arrangement and management of all activities related to students, namely from the beginning of the student's entry until the student leaves a school or institution. In the purpose of this study it is stated that this study aims to determine Student Management at SMK Negeri Kota Padang Panjang. In general, the results of the study show that 1) Student planning with an average score of 4.20, 2) recording student data with an average score of 4.39 3) Student guidance with an average score of 4.16, 4) Grouping of students with an average score of 3.78. The results of this study can be concluded that student management at SMK Negeri Kota Padang Panjang is carried out well by teachers.

Tabel 1. Average Score Recapitulation

No	Indicator	Average Score	Category
1	Planning	4.20	High
2	Recording	4.27	High
3	Coaching	4.39	High
4	Grouping	3.78	High
Average		4.16	high

Discussion

Planning

The research findings indicate that student management in public vocational high schools (*SMK Negeri*) in the city of Padang Panjang, viewed from the aspect of planning, scored 4.20, which falls into the high category. Therefore, teachers need to maintain their knowledge of student planning and continuously improve it to achieve excellent results.

According to Hasbullah (2015:65), student planning is an important initial activity in educational management because it directly affects the efficiency and effectiveness of education implementation. These findings are consistent with the theory, showing that teachers at *SMK Negeri* in Padang Panjang have understood and implemented student planning systematically.

Record Keeping

Based on the research results, the highest score of 4.36 was obtained in the aspect of record keeping. This indicates that teachers have carried out record-keeping activities well. According to Nana Sudjana (2010:78), student record keeping is an essential administrative process for the continuity of educational services and the evaluation of student development.

Student Development

The research findings indicate that student management in *SMK Negeri* in the city of Padang Panjang, viewed from the aspect of student development, scored 4.39, which is in the high category. Therefore, teachers need to maintain their knowledge of student development and continually enhance it to achieve excellent results.

According to Mulyasa (2009:1510), student development is a conscious effort to instill positive values, including discipline, responsibility, and ethics, through cognitive and affective approaches.

Student Grouping

The research findings indicate that student management in *SMK Negeri* in the city of Padang Panjang, viewed from the aspect of student grouping, scored 3.78, which falls into the high category. Therefore, teachers need to maintain their knowledge of student grouping and continually improve it to achieve excellent results.

According to Sagala (2012:94), effective grouping can enhance learning interactions and accelerate students' adjustment to the school environment. It can be concluded that this data shows student grouping in *SMK Negeri* in the city of Padang Panjang has been carried out in accordance with the principles of effective management.

4. CONCLUSION

Based on the research findings on student management in public vocational high schools (*SMK Negeri*) in the city of Padang Panjang, it can be concluded that, overall, teachers already possess a sufficient foundation for managing students. However, improvements are still needed in terms of accurate record keeping, structured student development, and strategic grouping that is oriented toward improving student learning outcomes. The overall average score for student management in *SMK Negeri* in the city of Padang Panjang is 4.16, which falls into the "High" category, indicating a good level of implementation.

5. ACKNOWLEDGE

I would like to express my sincere gratitude to Dr. Sulastri, S.Pd, M.Pd, my Academic Advisor, for the valuable input and suggestions provided throughout the course of this research. I also extend my thanks to the Head of the Batam City Education Office for granting permission to conduct this study, as well as to all staff members who took the time to participate as respondents in this research.

6. REFERENCES

- Ali Imron. (2011). *Manajemen Peserta Didik Berbasis Sekolah*. Jakarta: Bumi Aksara.
- Arikunto, S. (2014). *Prosedur penelitian: Suatu Pendekatan Praktik*. Jakarta: Rineka Cipta.
- Asmendri. (2014). *Manajemen Peserta Didik: Teori, Praktik, dan Riset Pendidikan*. Batusangkar: STAIN Batusangkar Press.
- Badrudin. (2014). *Manajemen Peserta Didik*. Jakarta Barat: Indeks.
- Basri, H., Hasan, & Rusdiana. (2015). *Manajemen Pendidikan dan Pelatihan*. Bandung: CV Pustaka Setia.
- Departemen Pendidikan Nasional. (2003). *Undang-Undang Nomor 20 Tahun 2003 tentang Sistem Pendidikan Nasional*. Jakarta: Depdiknas.
- Dewey, J. (2020). *Democracy and Education: An Introduction to the Philosophy of Education*. New York: Free Press.
- Eka Priatin. (2011). *Manajemen Peserta Didik*. Bandung: Alfabeta.
- Hamalik, O. (2013). *Pembinaan Peserta Didik*. Jakarta: Bumi Aksara.
- Hasbullah. (2015). *Dasar-Dasar Ilmu Pendidikan*. PT RajaGrafindo Persada.
- Kabupaten Tanah Datar. (n.d.). Batusangkar. Institut Agama Islam Negeri (IAIN).
- Mulyasa, E. (2009). *Manajemen Berbasis Sekolah: Konsep, Strategi, dan Implementasi*. PT Remaja Rosdakarya.
- Mulyasa, E. (2010). *Manajemen Berbasis Sekolah: Konsep, Strategi, dan Implementasi*. Jakarta:

- Rineka Cipta.
- Nana Sudjana. (2010). *Dasar-Dasar Proses Belajar Mengajar*. Sinar Baru Algensindo.
- Nasution, M. (2018). *Manajemen Sumber Daya Pendidikan dalam PPDB*. Medan: Penerbit Cendekia.
- Peraturan Pemerintah Republik Indonesia. (2005). *Peraturan Pemerintah Nomor 19 Tahun 2005 tentang Standar Nasional Pendidikan*. Jakarta: Depdiknas.
- Ramayulis. (2002). *Ilmu Pendidikan Islam*. Jakarta: Kalam Mulia.
- Rangkuti, F. (2009). Strategi Promosi yang Kreatif dan Analisis Kasus Integrated. *Jurnal Ekonomi dan Pembelajaran*, 2(1), 1–10.
- Sagala, S. (2012). *Manajemen Strategik dalam Peningkatan Mutu Pendidikan*. Alfabeta.
- Sakinah. (2017). *Manajemen Peserta Didik di SMAN 2 Lintau Buo*. (Tesis).
- Sudarsono, B. (2017). *Perencanaan dan Manajemen Pendidikan*. Jakarta: Penerbit Pendidikan.
- Sudarsono, B. (2021). *Manajemen Pendidikan dan Perencanaan PPDB*. Jakarta: Penerbit Pendidikan.
- Sudjana, N. (2010). *Teknik Analisis Data Penelitian*. Bandung: Alfabeta.
- Sugiyono. (2017). *Metode Penelitian Kuantitatif, Kualitatif, dan R&D*. Bandung: Alfabeta.
- Sugiyono. (2021). *Metode Penelitian Kuantitatif, Kualitatif, dan R&D*. Bandung: Alfabeta.
- Suhartini, S. (2019). *Pencatatan Peserta Didik: Teori dan praktik*. Yogyakarta: Penerbit Andi.
- Suryani, R. (2020). *Pengelolaan Penerimaan Peserta Didik Baru yang Adil dan Transparan*. Bandung: Penerbit Akademika.
- Sutisna, O. (n.d.). *Administrasi Pendidikan Dasar: Rositis untuk Praktik Profesional*. Bandung.
- Sutopo & Hendyat. (1999). *Manajemen dan Organisasi Sekolah*. Malang: IKIP Malang.
- Sutrisno, D. (2018). *Manajemen Pendidikan dan PPDB*. Yogyakarta: Penerbit Inovasi.
- Suwardi & Daryanto. (2017). *Manajemen Peserta Didik*. Yogyakarta: Gava Media.
- Tim Dosen Administrasi Pendidikan Universitas Pendidikan Indonesia. (2013). *Manajemen pendidikan*. Bandung: Alfabeta.
- Tim Redaksi Fokus Media. (2005). *Himpunan Peraturan Perundangan Standar Nasional Pendidikan*. Bandung: Fokus Media.
- Undang-undang Republik Indonesia Nomor 20 Tahun 2003 tentang Sistem Pendidikan Nasional. (2003). Jakarta: Depdiknas.
- Wasty, & Hendyat. (1982). *Dasar Teori Pendidikan Dunia: Tantangan bagi Para Pemimpin Pendidikan*. Surabaya: Usaha Nasional.