



# Assign or Clear Year-End-Status Codes



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# Assign or Clear Year-End-Status Codes

## Grade Reporting > Utilities > Assign or Clear Year-End-Status Code

This utility assigns or clears the year-end-status codes for the campus or a specific grade level. It also clears the retained reason codes.

Before clearing the codes to start the new school year, ensure that the end-of-year processing and PEIMS submissions have been completed.

### Year-end-status codes

- 01 - Promoted next grade
- 02 - Retained same grade
- 03 - Place in the next grade
- 04 - Placed in transitional program
- 06 - Promoted from transitional program to regular grade
- 10 - Not advanced next grade
- 11 - Advanced next grade
- 12 - Graduated
- 13 - Obtained GED
- 14 - Met requirements but did not pass STAAR/TAKS
- 15 - Grade 12 but not enough credits to graduate
- 21 - Status pending - complete summer school
- 22 - Status pending - other
- 23 - Left district before - no status (**NOTE:** Code 23 should be used for withdrawn students to prevent them from being included on the ASDR error report.)

### Update data:

<b>Assign Year-end-status by</b>	<b>Campus</b>	Select to assign or clear data by campus. The campus ID to which you are logged on is displayed.
	<b>Grade Level</b>	Select to assign or clear data for a particular grade level. If selected, the <b>Grd Lvl</b> field is displayed. Select the grade level.
	<b>Graduate Exit Date (Grade 12 only)</b>	Enter the <b>Graduate Exit Date</b> . <b>NOTE:</b> To avoid funding impacts, enter the Graduate Exit Date as the day <b>AFTER</b> the last day of school.

<b>Assign/Clear</b>	<b>Assign</b>	<p>If selected, only blank year-end-status codes are updated, and retained reason codes are cleared.</p> <p>Blank year-end-status codes are updated as follows:</p> <ul style="list-style-type: none"> <li>• Grade levels KG and 1-8 are updated to code <i>01 (Promoted next grade)</i>.</li> <li>• Grade levels 9-11 are updated to code <i>11 (Advanced next grade)</i>.</li> <li>• Grade level 12 is updated to code <i>12 (Graduated)</i>.</li> </ul> <p>If a Graduate Exit Date is entered, when the Year-End-Status Code is assigned, the system will also:</p> <ul style="list-style-type: none"> <li>• Populate the Exit Date</li> <li>• Assign <i>Reason Code 01</i></li> </ul>
	<b>Clear</b>	<p>If selected, the year-end-status and retained reason codes are cleared.</p> <p>If Grade Level 12 is selected and a Graduate Exit Date is entered, the utility will clear the following fields:</p> <ul style="list-style-type: none"> <li>• Year-End-Status Code</li> <li>• Exit Date</li> <li>• Reason Code</li> </ul> <p>This occurs only if the student has:</p> <ul style="list-style-type: none"> <li>• An <b>Exit Date</b> that matches the date entered in the <b>Graduate Exit Date</b> field</li> <li>• Reason Code = 01</li> <li>• Year-End-Status Code = 12</li> </ul> <p><b>IMPORTANT:</b> This should only be done at the beginning of the school year.</p>

Click **Execute**.

A message is displayed indicating that the process is complete. Click **OK**.



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