



Assign or Clear Year-End-Status Codes

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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- 23 - Left district before - no status (**NOTE:** Code 23 should be used for withdrawn students to prevent them from being included on the ASDR error report.)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:

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

Assign/Clear	Assign	<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"> • Grade levels KG and 1-8 are updated to code <i>01 (Promoted next grade)</i>. • Grade levels 9-11 are updated to code <i>11 (Advanced next grade)</i>. • Grade level 12 is updated to code <i>12 (Graduated)</i>. <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"> • Populate the Exit Date • Assign <i>Reason Code 01</i>
	Clear	<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"> • Year-End-Status Code • Exit Date • Reason Code <p>This occurs only if the student has:</p> <ul style="list-style-type: none"> • An Exit Date that matches the date entered in the Graduate Exit Date field • Reason Code = 01 • Year-End-Status Code = 12 <p>IMPORTANT: 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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