Assign Pass Fail Indicators

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Grade Reporting > Utilities > Assign Pass Fail Indicators

The utility populates the **Pass/Fail** field on Maintenance > Student > Individual Maint > Grd/Crs Maint:

Additionally, if a student passed and received full credit for course(s) that meet the speech, CPR, and/or FHSP College Career Instruction requirements in the current school year, the utility sets the corresponding completion date as the last day of the course.

- For students with a graduation plan, this date is updated in the **Speech Date Completed** on Graduation Plan > Maintenance > Student > Individual Maintenance > PGP.
- For students without a graduation plan, this date is updated in the **Speech Date Completed** on Registration > Maintenance > Student Enrollment > Demo3.

Courses previously assigned pass/fail indicators are not processed. Pre-existing speech and CPR completion dates are not overwritten.

NOTE:

- It is recommended that you run the Grade Computation and Credit Assignment utility first.

- Ensure that these fields are set correctly before running the utility:
  - The **Grading Concept** and **Don't Allow Credit if Failed Last Sem** fields on Maintenance > Tables > Campus Control Options > Computation
  - The **Highest Non-Passing Grade** field on Maintenance > Tables > Campus Control Options > Ranges & Conversions
  - The **Allow Partial Credit** and **Credit Sequence** fields in the district master schedule

- For grade levels 6-8 for courses that assign credit for high school-level courses, use PF indicators 01-12 (same as high school).

- For grade levels 1-8 for regular middle and elementary school courses, courses with blank or local service IDs and nongraded courses are not processed. The semester average is used to set the indicator as follows:
  - 13 - If the student passed the semester.
  - 14 - If the student failed the semester.
  - 00 - If the student did not complete the semester.

- The utility accommodates self-paced courses. Self-paced course must be one semester and marked as self-paced. They are included only if the student has a semester grade, whether or not there is a withdrawal date.

On the Error Listing report, withdrawn courses are indicated by an asterisk.

Pass/fail indicator codes

- 00 - Not applicable
- 01 - The student passed the course and received credit.
- 02 - The student failed the course and received no credit (first occurrence this school year).
- 03 - The student failed the course and received no credit (second occurrence this school year).
- 04 - The student passed the course but received no credit due to excessive absences (first occurrence this school year).
- 05 - The student passed the course but received no credit due to excessive absences (second occurrence this school year).
- 06 - The student passed the course but received no credit because other parts of the course were missing.
- 07 - The student passed the course but received no credit because other parts of the course were taken but not passed.
- 08 - The student failed the course but received credit because other parts of the course were passed.
- 09 - The student's coursework is incomplete, and the student received no credit.
- 10 - The student passed the course but received no credit because the course was being repeated.
- 11 - The student failed the course and received no credit (third occurrence this school year).
- 12 - The student passed the course but received no credit due to excessive absences (third occurrence this school year).
- 13 - The student passed the non-high school course.
- 14 - The student failed the non-high school course.

Elementary:

- 01 - The student passed the course.
- 02 - The student failed the course.
- 00 - The student did not complete the course.

Update data:

Field	Description
Campus Control Information	The following data is displayed for your reference: • The **Grading Concept** and **Don't Allow Credit if Failed Last Sem** fields on Maintenance > Tables > Campus Control Options > Computation • The **Highest Non-Passing Grade** field on Maintenance > Tables > Campus Control Options > Ranges & Conversions
Other Information Considered in this Process	Additional information is displayed for your reference.
Campus	The campus to which you are logged in is displayed.

Click **Execute**.

Other functions and features:

|	
Error Listing	If errors occur, view the report. **Review the report using the following buttons**: Click [First] to go to the first page of the report. Click ◀ to go back one page. Click ▶ to go forward one page. Click [Last] to go to the last page of the report. **The report can be viewed and saved in various file formats**. Click 📄 to save and print the report in PDF format. Click 📊 to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included. Click ✖ to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

You can run the Pass/Fail Verification List report (SGR1920) to view the updated records.

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