By Individual (Grad Plan Assignment)

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This utility assigns or changes the graduation plan for individual students, and updates the student's **Graduation Type** field on Registration > Maintenance > Student Enrollment > Demo3. When a student's plan is changed, the credit summary and credit detail calculations are compared against the district-level graduation plan requirements for the new graduation plan.

- No graduation plan courses are added, changed, or deleted for students who currently have a graduation plan assigned.
- No default courses for previous grade levels are assigned to the student. Default courses are only added if they are offered at the campus and not already in progress or requested by the student.

Update data:

Field	Description
Grad Plan	Select the graduation plan you want to assign to one or more students. The description of the plan and the PEIMS graduation type description are displayed.

Click **+Add** to add a student who will be assigned the selected plan. A blank row is added to the grid.

| **Student** | Begin typing the student's name or ID (including leading zeros). As you begin typing the number, a drop-down list displays students whose name or ID *begins with* the characters you have typed. The student's grade level is displayed in parentheses, and WD is displayed if the student is withdrawn or a no show. From the drop-down list, select the student.

If you do not know the student ID, click ⋮ to search for a student in the directory. |

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