



## **SRG1700 - Leaver Tracking Report**



# Table of Contents

**SRG1700 - Leaver Tracking Report** ..... 1



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## **Registration > Reports > Registration Reports > Withdrawal > SRG1700 - Leaver Tracking Report**

This report lists leaver tracking records. The report can be run for any year, including next year, once leaver tracking records have been created by the [Create Leaver Tracking Records utility](#). The leaver tracking records are also automatically created when Move to Grade Reporting is run. The report is sorted by campus and school year of leaver (i.e., the year students are considered leavers for PEIMS reporting purposes). The report also shows prior year leavers and current year No Shows; this data is needed for PEIMS submission.

Example: 2017 leavers printed on the report include:

- 2015-2016 withdrawn students
- 2015-2016 graduates
- 2016-2017 No Shows

### **Run the report:**

Parameter	Description
<b>Ending Sch Yr for PEIMS Submission</b>	Type the four-digit <b>ending</b> school year.
<b>Campus ID (Blank for All)</b>	Type the three-digit campus ID, or click  to <a href="#">select the campus</a> . Leave blank to select all campuses in the district.  <b>NOTE:</b> If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the <b>Exclude from District Reporting</b> field selected on <a href="#">Registration &gt; Maintenance &gt; Campus Profile &gt; Campus Information Maintenance &gt; Control Info</a> ) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.
<b>Print Student SSN (Y, N, M)</b>	Y - Print the entire social security number.  N - Print XXX-XX-XXXX for the social security number.  M - Print the masked social security number (e.g., XXX-XX-1234).
<b>School Start Window Date (MMDDYYYY)</b>	Type the date, or click  to select the date from a calendar.



## Back Cover