Assign Pass Fail Indicators

Table of Contents

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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 and/or CPR 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.

- Only blank pass/fail indicators are updated.

- The pass/fail indicator is not updated if the semester and/or final grades are blank or contain a zero.

- 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 middle school courses that assign credit for high school-level courses, pass/fail indicators 01-12 are used (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 pass/fail 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.

- For elementary campuses that use cumulative year-to-date averaging, the program looks at the final average to determine the indicator that will be assigned.

- 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.

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:

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**.

Error Listing	If errors occur, the report is displayed. **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. Withdrawn courses are indicated by an asterisk.

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

Back Cover