

# Graduation

Last Modified on 08/27/2025 3:35 pm CDT

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Tool Search: Graduation

See the <u>State Edition Graduation</u> article for guidance related to using the Graduation tool at the State level or at districts linked to a state edition.

The Graduation tool provides districts with the ability to track graduation information used in state reporting, AYP (Average Yearly Progress) determinations and NCLB (No Child Left Behind) report cards. Districts can track when a student first entered ninth grade and calculate their expected graduation date.

One graduation record exists for EACH student. When an enrollment record for grade 9 is created for a student, a graduation record is also created. Collected graduation data varies by state.

The same information is available at the District and State levels. Data entered or modified at the district level syncs to the state level. However, changes made at the state level do NOT sync to the district and ARE NOT reflected in district-level data.

Changes made to graduation fields by district-level users sync to the state level. Changes made by state-level users ARE NOT reflected at the district level.

Fields vary by state. Please see your state's State Tools articles for more information on Enrollment procedures in your state.

Graduation ☆ Student. Baylor II: Student #: 1234567890_DOB: 04/17/2006	Student Information > General > Graduati
Save	Related Tools A
State Graduation Record -	
No state graduation record found for this student.	
Enrollment Data: Bladen County Schools (090) +	
Graduation Detail: Bladen County Schools (090) -	
General Graduation Information -	
Diploma Date: 05/01/2024	
Diploma Type: FRC: Future Ready Core *	
Diploma Period: R: Regular *	
Date First Entered the 9th Grade: 108/17/2020	
Extended Year Cohort: 2024 * Converted data	
4 Year Cohort: 2024	
Post Grad Plans: 40: Out-of-State 4-Year *	
Student Post Grad 12/31/2023  Confirmation: 12/31/2023  Indicates the most recent student acknowledgement of their Post Graduation Plans.	
State Seal Information	
*Endorsement or Seal Date Earned	
× 2: College v 05/01/2024	
Add State Seal	

Infinite Campus

See the <u>Graduation Tool Rights</u> article for information about rights needed to use this tool.

Users at state-linked districts can see the graduation information available at the state in the <u>State</u> <u>Graduation</u> **Record** section.

NGA Cohort End NCLB Cohort En	i Year d Year		
State Grad	uation Record		
Earliest Grade 9	Enrollment Information		Modified Date: 05/02
Grade 9 Date 08/10/2017	NCLB Cohort Year 2021	District Number 4321	District Name ABC County



## **Enrollment Data**

The Enrollment Data section repeats the information from the student's <u>General Enrollment</u> <u>Information</u> editor. It cannot be modified from the Graduation tool.

	Iment Info	ormation		-	
Ilendar -18 High School tart Date 8/10/2017	No Show	Schedule (read only) MAIN T End Date	*Grade 09 End Action	Class Rank External LMS Exclude Exclude Service Type Primary Y	
tate Start Status 01: First enrollment o	f the year		State End Stat	\$¥	
			Di Opour Reas		
	_			State Graduation Record	+
			bropout keas	State Graduation Record Enrollment Data: ABC County (4321)	+
				State Graduation Record Enrollment Data: ABC County (4321) Calendar: 17-18 High School	+ - -
				State Graduation Record Enrollment Data: ABC County (4321) Calendar: 17-18 High School	+ - -

Ninth Grade Enrollment Fields on Graduation Editor

## **Deletion of Graduation Data**

When the student's last enrollment record in the district is deleted, the entire graduation record is also deleted.

When the last enrollment in grades 9-12 is deleted, the data in the following fields is also deleted:

- Grade 9 Date
- NGA Cohort End Year
- NCLB Cohort End Year

When a 9th grade enrollment record or enrollment history record is deleted:

- The auto-populated fields are re-calculated using the data from the remaining 9th grade enrollment/enrollment histories.
- The auto-populated fields may update to a later date if the earliest 9th grade enrollment or history is deleted.

Warning messages appear in the noted areas indicating graduation information is deleted. These messages appear when modifying enrollment information.

- When a student's last enrollment record (student only has one enrollment left) is deleted, graduation information is deleted.
- When a student's last 9-12 grade enrollment or enrollment history is deleted, existing graduation information is deleted.



• When saving an enrollment record for students who shouldn't have graduation data (i.e., the student's grade level is no longer in grades 9-12), the graduation data is deleted.

#### **Addition of Graduation Data**

When an enrollment record for grade 9 is created for a student, a graduation record is also created. If a student is newly enrolled in a district after grade 9, the graduation record needs to be manually created.

Information can only be added for the above fields for students in grades 9-12. If the student is not enrolled in these grade levels, the graduation fields are grayed out and the user cannot enter data.

If data exists for a student who is not enrolled in grades 9-12, the entered data can be seen but is not editable and is removed upon re-saving the Graduation record.

When changes are made to the 9th grade enrollment or enrollment history, all graduation records are synced across all districts.

Lockers	Graduation	Standards	Athletics	AdHoc Letters	Waiver	Reco
Save	Documents					
The foll Date NGA NCL	owing fields can only be First Entered the 9th G Cohort End Year B Cohort End Year	e filled out once a : rade	student has entere	d 9th grade:		
Enro	llment Data: ISI	D #4321				-
Cale	ndar: 2015-16 I	High School				-
*Grade 09			*Service Typ P: Primary	e		
*Start 0 09/08/2	0 <b>ate</b> 1015		End Date 06/09/2016			
*State = 00: Las	<mark>Start Status</mark> tyear, public school, sa	me district	State End St 40: EOY, en	tatus rolled on last day of se	chool year	
Grad	luation Detail: I	SD #4321				-
Gen	eral Graduation	Information				-
	Dipl	oma Date:	ä			
	Dipl	oma Type:		•		
	Fields	Populated f	or Grade 9-1	2 Student Onl	V	
	i ieius	i opulateu li	Ji Glaue 9-1	2 SLUGENL ONI	У	

## **Graduation Detail**

The Graduation Detail section lists the student's general graduation information (diploma date, NGA cohort information, etc.) and any required fields necessary for state reporting.

Infinite Campus	
	General Graduation Information       –         Diploma Date:       05/01/2024         Diploma Type:       FRC: Future Ready Core ▼         Diploma Period:       R: Regular ▼         Date First Entered the Sth Grade:       08/17/2020         Extended Year Cohort:       2024 ▼         Post Grad Plans:       40: Out-of-State 4-Year ▼         Student Post Grad       12/31/2023         Confirmation:       12/31/2023         Indicates the most recent student acknowledgement of their Post Graduation Plans.
	General Graduation Fields

#### **General Graduation Information**

Field	Description	Ad hoc Fields
GRAD Score	The Graduation-Related Analytic Data (GRAD) score summarizes a student's educational record with a single number indicating the student's likelihood of completing high school. See the <u>Graduation GRAD Score</u> section below for more information. <b>GRAD score functionality is only</b> <b>available for districts that have</b> <u>Early Warning</u> functionality.	earlyWarningScore.gradScore
Diploma Date	Entered date (MMDDYY format) indicates when the student received their high school diploma or equivalent measure of achievement (GED, etc.).	graduation.diplomaDate
Diploma Type	Selection indicates the received measure of achievement the student received upon high school graduation. Options for this field vary by state.	graduation.diplomaType
Diploma Period	Selection indicates the time of year the student received the diploma.	graduation.diplomaPeriod
Date First Entered the 9th	Entered date (MMDDYY format) indicates when the student first entered	graduation.grad9Date



Freide	the ninth grade. This date may also be <b>Description</b>	Ad hoc Fields
	enrollment or historical enrollment	
	records.	
	This year compares the enrollment start	
	date for the student's 9th grade	
	enrollment to a hard-coded July 1 to	
	June 30 date range. The School Years	
	setting on the Calendar is not used, the	
	type of calendar (regular vs. summer	
	school) is not referenced in the logic of	
	this end year, and the type of	
	enroliment (primary vs. partial vs.	
	special education) is not referenced.	
	It is up to the district in most cases to	
	determine when a student's first 9th	
	grade enrollment occurs. However,	
	there may be specific guidance from the	
	state's department of education that	
	should be followed.	
	In instances where a student's first time	
	enrollment in 9th grade falls into a	
	Summer School calendar where the	
	grade courses during the summer and	
	the student is still in 9th grade in the fall	
	of that year, the summer school date	
	should be entered. If the student is	
	taking 8th grade courses in the summer	
	school calendar before being considered	
	a 9th grader, the student would still be	
	considered an 8th grader in the summer	
	school calendar.	
	Summer School calendars that begin in	
	June (before July 1) are part of the	
	calendars are part of the 2015 16 school	
	vear), summer school calendars that	
	begin in July (on or after July 1) are part	
	of the upcoming school year (July 2016	
	calendars are part of the 2016-17 school	
	year).	

Field	Description	Ad hoc Fields
NGA Cohort End Year	This field is used as part of the National Governor's Association graduation calculation rate. The NGA Cohort End Year is used to determine the expected graduation year for a group of similar students entering 9th grade in the same school year. The selected year defaults to four years <i>after</i> the ninth grade start year. A student may NOT be assigned a cohort of less than four years. Students who graduate early are included as part of the graduating cohort four years from the ninth grade start year. Users may extend the NGA Cohort End Year beyond the typical four years to allow a cohort more time to complete their education. Time may be extended to allow for educational need and special education opportunities up to the age of 21. A <u>System Preference</u> exists that allows districts to set the year value for this field.	graduation.cohortYearNGA
NCLB Cohort End Year	This field is the end year of the four year cohort used as part of NCLB legislation, auto-populated from the <b>Date First</b> <b>Entered the 9th Grade</b> field.	graduation.cohortYearNCLB
Post Grad Location	Selection indicates where the student is participating in after-high school activities, either IS: In-State or OS: Out- of-State. These activities are based on the selection for the Post Grad Plans fields.	graduation.postGradLocation
Post Grad Plans	Selection indicates what the student is planning on doing after high school graduation.	graduation.postGradPlans



Field	Description	Ad hoc Fields
Student Post Grad Confirmation	<ul> <li>This field populates with the date the student last confirmed their post-graduation plans.</li> <li>When the student reviews their academic plan in the Student Portal, this field automatically populates with that date.</li> <li>When the student and their counselor review their academic plan, the counselor can populate this field with the meeting date.</li> </ul>	

#### **State Reporting Graduation Fields**

Required Graduation fields vary by state. Refer to localized product content for information on entering data into this section.

Postsecondary Acceptance Status:	1: Plan to take courses for 4 yr. college req. 1: UC Campus	•
Projected Graduation Date:	06/08/2018	

# **State Seal Information**

The State Seal Information section allows you to add State Seal records to a student's graduation record.

The State Seal Information section varies per state. See your specific state documentation for more information.

	aduation Fiel	ds			-	-
College Entrar	nce Req Status:				•	
Postsecondary Acce	eptance Status:				•	
Postsecondary App	lication Status:					
Projected G	raduation Date:	06/08/2018	1			
State Seal Informa	tion					
State Seal Informa	tion Date Earned	Proficien	icy Date	Language		
State Seal Informa *State Seal X 2: Golden Seal of Meri	tion Date Earned t • 05/31/2018	Proficien	ncy Date	Language English (00)		×

## **Enter Graduation Data**

- 1. Enter the **Diploma Date** in *mmddyy* format or by selecting the Calendar icon and choosing a date.
- 2. Select a **Diploma Type** from the dropdown list.
- 3. Select a **Diploma Period** from the dropdown list.
- 4. Enter the **Date First Entered the 9th Grade** in *mmddyy* format or by selecting the Calendar icon and choosing a date. This date should match the **Start Date** listed in the Enrollment Data section. Overrides are allowed for users with proper tool rights.
- 5. Select the **NGA Cohort End Year** from the dropdown list. This field auto-populates based on enrollment information. Overrides are allowed for users with proper tool rights.
- 6. The NCLB Cohort End Year auto-populates with the year four years following the Date First Entered the 9th Grade.
- 7. Select the student's Post Grad Location from the dropdown list.
- 8. If applicable, select the **State Seal** information.
- 9. Select the **Save** icon when finished.

## **Graduation Scenarios and Logic**

Click here to expand...

## **District Level Scenarios**

The following scenarios apply to district-level information. If the district is part of a Campus State Edition product, the data syncs to the state to reflect existing information at the district level.



Scenario	Logic
Normal Promotion to Ninth Grade using Enrollment Roll Forward	When the Enrollment Roll Forward Wizard is used to move students from eighth to ninth grade, Graduation entries for all newly created ninth-grade enrollments calculate and populate the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields.
Mid-Year Promotion by Manual Operation	When a user creates a ninth-grade enrollment for a student and ends the student's current enrollment record in eighth grade after the year has started, Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for the student.
Creation of Enrollment History Record	Upon creation of an Enrollment History record (entering enrollment information for previous years/grades), Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for the student when a ninth-grade enrollment exists.
New Student in Ninth Grade (first enrollment in District/State)	Upon creation of a new enrollment record, Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for the student when a ninth-grade enrollment exists.
New Student in 10-12 Grade (first enrollment in District/State)	If a tenth, eleventh or twelfth-grade student is new within the district/state, the user should enter an Enrollment History record for ninth grade for this student (even if the student did not attend ninth grade within the district/state). Upon creation of an Enrollment History record, Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for the student.
New Student in 9th Grade (previous enrollment in state)	If the student has already started ninth grade elsewhere in the state, the new district can create a ninth-grade Enrollment History record, and Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for this student in the District Edition. If the student is starting ninth grade for the first time in the new district, upon creation of an enrollment record, Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for this student in the new district.
New Student 10-12 Grade (previous enrollment in state)	Enter a ninth-grade Enrollment History record for this student. Upon creation of an Enrollment History record, Campus calculates and populates the values for the Date First Entered the 9th Grade, NGA Cohort End Year and NCLB Cohort End Year fields for the student.



#### **Cleanup Scenarios**

If changes are necessary, a user must have proper rights to modify graduation fields.

Scenario	Logic
Modifications to Date first entered 9th grade and/or NGA Cohort End Year after District Imports Data	The appropriate determination field is set to user when a user modifies information.
Deletion of a 9th grade enrollment	If the district or state user deletes a ninth grade enrollment or Enrollment History record, the system does not delete data from the Date First Entered the 9th grade, NGA Cohort End Year or NCLB Cohort End Year fields. Users need to manually clear the data in the Date first Entered 9th Grade field to remove the cohort information.

# Graduation Cohort Fields Logic and Validations

The cohort fields (NGA Cohort End Year, NCLB Cohort End Year and the cohortYearNGADetermination element) auto-populate for all of the following scenarios:

Scenario	Example	Comments
System detection of an existing ninth-grade enrollment(former or current) when a new enrollment is created.	Cohort fields are auto-populated when a student transfers districts within a state edition. The previous district's ninth grade enrollment records set the <b>Date First</b> <b>Entered the 9th Grade</b> in the new district.	Transfers between districts trigger a value to be set in the <b>Date First</b> <b>Entered the 9th Grade</b> field of the new district when a ninth-grade enrollment exists. User- defined, converted and imported values for this field do not transfer.
Creation of a new ninth-grade enrollment or enrollment history.	Cohort fields are auto-populated when a new ninth-grade enrollment is created or a historical ninth-grade enrollment is entered. User-defined values in the <b>Date First</b> <b>Entered the 9th Grade</b> override auto- populated values.	



Scenario	Example	Comments
Imported ninth- grade enrollments (created via file upload to state level only)	Cohort fields are auto-populated when a new ninth-grade enrollment is created through use of an import tool. The user receives warning that the enrollment entered may affect the graduation cohort fields.	
Creation of a new ninth-grade enrollment with the Enrollment Roll Forward tool.	<b>Example:</b> Cohort fields are auto-populated when the <b>Date First Entered the 9th</b> <b>Grade</b> field is NULL or if the new <b>Date</b> <b>First Entered the 9th Grade</b> is earlier than the existing <b>Date First Entered the</b> <b>9th Grade</b> . The fields should not auto- populate for enrollments where a graduation date has already been populated or if the <i>grade9Determination</i> field is set to "User Modified."	

#### **Auto-Population Logic**

The logic of the auto-population process is as follows. The system:

- 1. Compares the current **Date First Entered the 9th Grade** and **NGA Cohort End Year** to find the existing cohort length.
- 2. Saves the new Date First Entered the 9th Grade.
- 3. Saves the NGA Cohort End Year as the new Date First Entered the 9th Grade plus the previous cohort length.
- 4. Saves the *cohortYearNCLB* as the new **Date First Entered the 9th Grade** plus four years (the end year of the **Date First Entered the 9th Grade** plus three years).
- 5. Sets the grade9Determination status as "Auto" or "Import."
- 6. Saves the cohortYearNGADetermination status as "Auto" or "Import."

The following situations prevent auto-population of the cohort fields (**Date First Entered the 9th** Grade, NGA Cohort End Year or NCLB Cohort End Year):

- If the *grade9Determination* field is set to "Auto" and the **Date First Entered the 9th Grade** is not NULL, a user has prevented auto-population by manually changing the **Date First Entered the 9th Grade.** None of the cohort fields auto-populate.
- If the grade9Determination field is set to "Convert," converted data was manually entered at some point and was placed in the Date First Entered the 9th Grade and/or NGA Cohort End Year fields. None of the cohort fields should auto-populate.

#### **NGA Cohort End Year Validation**

Users are only able to change the value to a year that is four, five or six years after the ninthgrade start date. If a student's ninth-grade start date is 08/08/2004, the **NGA Cohort End Year** 



field can only be a value of 2008, 2009 or 2010.

#### **Related Tools**

The <u>Enrollment End Batch</u> and <u>Enrollment Roll Forward</u> tools contain logic for adjusting graduation items at the start and end of a school year.

# **GRAD Score**

Click here to expand...

GRAD Score functionality is only available for Kentucky Public Schools.

The Graduation-Related Analytic Data (GRAD) Score summarizes a student's educational record with a single number indicating the student's likelihood of promotion to the next grade level. It measures factors predictive of dropping out and factors indicative of a student's persistence to the next grade level or to graduation.

General Graduation Inform	nation –
GRAD Score: 1	132 🛈
Diploma Date:	
Diploma Type:	<b></b>
Diploma Period:	<b></b>
Date First Entered the 9th Grade:	08/10/2017
NGA Cohort End Year:	2021 🔻
NCLB Cohort End Year:	2021
Post Grad Location:	•
Transition Status:	<b>v</b>
	GRAD Score

See the Early Warning article for more information on GRAD Score.

In order to view a student's GRAD Score, users must have at least **R**(ead) tool rights to **Student Information > General > Graduation > View GRAD Score**.

If a student does not have enough historical data available in Campus, the graduation tool may display a GRAD Score with a value of 'Not Available'. Without a proper amount of data, the predictive model cannot make an accurate prediction. This value may also be returned if the student does not have a 9th grade enrollment record within the school, which would mean there is also no graduation record or diploma date.



An error connecting Campus to predictive analysis databases may also result in a value of 'Not Available'. This issue is most apparent if all students within a school are displaying this value.

General Graduation Information	-
GRAD Score: Not Available <b>1</b>	
Diploma Date:	
Diploma Type:	<b></b>
Diploma Period:	<b>•</b>
Date First Entered the 9th	
GRAD S	core Not Available

## **Documents**

To view documents, click the **Documents** button on the action bar. See the <u>Student Person</u> <u>Documents</u> article for more information.

Save Documents          Iminite       ×         Upload Document       ×         Document List       •         Date Uploaded * Name • File Description • Campus Tool • File Size • •         *       •         Oddate * Name • File Description • Campus Tool • File Size • •         *       •         *       •         *       •         •       •	aduation ☆ ent Information > General > Graduation		
Implete       x         Upload Document       x         Document List       x         Date Uploaded < Name	ave Documents		
Fr       Upload Document         En       Document List         Ca       Date Uploaded	n Infinite Campus		×
Document List         Ca       Date Uploaded ▼ Name ♀ File Description ♀ Campus Tool ♀ File Size ♀         Grage       ▼         State       ●         V/20/2021 1:27 PM       State Seal December 2020         State       > Graduation	E Upload Document		
Ca     Date Uploaded     Name     File Description     Campus Tool     File Size       Grage     04/29/2021 1:27 PM     State Seal December 2020     Student Information > General > Graduation     0.29 MB	n Document List		
i9     v       Star     04/29/2021 1:27 PM       State Seal December 2020     Student Information > General 0.29 MB       State     > Graduation	a Date Uploaded 🔻 Name 💠 File D	escription 💠 Campus Tool	File Size
out · · · · · · · · · · · · · · · · · · ·	ar 0: X 04/29/2021 1:27 PM State Seal December 2020	Student Information > General > Graduation	0.29 MB
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Gra	re		

# **Additional Information**

Graduation Information In Ad hoc Query Wizard

#### Graduation Information In Ad hoc Query Wizard



Graduation information is available in the Query Wizard for **Student data types** in the **Learner** > **Graduation** elements folder. If your state also uses **Graduation Seals**, those fields are available as well.

Filter By	Search Clear				
All Fields			-	Selected Fields	
	arner	^		graduation.grade9Date graduation.cobortYearNGA	
+	Active Enrollment			graduation.cohortYearNCLB	
	Graduation elements			graduation.diplomaDate	
	grade9Date			graduation.diplomaType	
	conortyearNGA			graduation.postGradPlans	
	cohortYearNCLB			J	
	diplomaDate				
	diplomaType				
	diplomaPeriod				
	postGradPlans				
	postGradLocation				
	gradPathMath				
	gradPathReading		<		
-	gradPathWriting				
	gradPathMathDate				
	gradPathReadingDate				
	gradPathWritingDate				
	gradPathMathReimburse				
	gradPathReadingReimburse				
	gradPathWritingReimburse				
+	Graduation Seal     Graduation Seal     Graduation Seal     Seal     Graduation Seal     Graduation Seal     Se				
+ < >	State Localized Elements				
+ <>	All Enroliments				
+ <>	Enrollment History	~			
Add Function				Edit Function	

# **State-Specific Information Links**

Fields vary by state:

- **BIE Graduation**
- Delaware Graduation
- Idaho Graduation
- Illinois Graduation
- Indiana Graduation
- <u>Missouri Graduation</u>
- Missouri State Seal Information
- Montana State Seal Information
- <u>Nebraska Graduation</u>
- <u>Nevada Graduation</u>