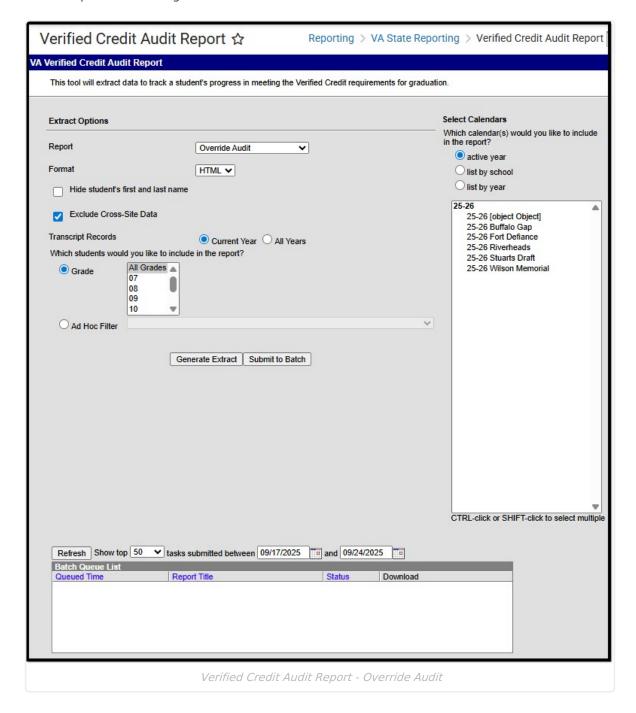# Override Audit (Virginia)

Last Modified on 12/14/2025 8:45 pm CST

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Tool Search: Verified Credit Audit Report, Override Audit

The Override Audit report extracts data to track a student's progress toward meeting the Verified Credit requirements for graduation.

Verified Credit Audit Report - Override Audit

Report Logic

- Students **report** regardless of state excludes, calendar excludes, grade level excludes, or enrollments marked No Show.
- Reports students when their Transcript record has a Verified Credit Override Type that does not match the calculated Verified Credit Type logic.

Report Editor

Field	Description
Report	Selection determines which report generates. In this instance, select **Credit Summary**.
Format	The Override Audit report can be generated in PDF (default), DOCX, Comma Separated (CSV) or HTML.
Hide student's first and last name	When marked, student names are not printed on the extract.
Exclude Cross-Site Data	When marked, the report excludes cross-site enrolled student data.
Transcript Records	• **Current Year** When this option is selected, students report when their transcript record meets the reporting criteria and the School Year on the Transcript record is in the School Year of the selected Calendar • **All Years** Reports students with transcript records that meet the reporting criteria and where the School Year on the Transcript record is in any year.
Grade Selection	Only those students enrolled in the selected grade level report (grades 07-12 or TT only).
Ad Hoc Filter	Instead of selecting students by grade level, an **ad hoc filter** can be chosen. Only those students in the selected filter who meet the reporting requirements of the report are included.
Report Generation	Click the **Generate Extract** button to display results of the report immediately. Use the **Submit to Batch** button to choose when the report should generate (best for large selections of students). See the Batch Queue article for more information.

Report Layout

Data Element	Logic	Type and Format	Campus Database	Campus Interface

Data Element	Logic	Type and Format	Campus Database	Campus Interface
State ID	The student's State ID.	Alphanumeric	Person.stateID	Census > People > Demographics > Person Identifiers > Student State ID
Student Number	The locally assigned identifier for the student.	Alphanumeric	Person. studentNumber	Census > People > Demographics > Person Identifiers > Local Student Number
First Name	The student's first name.	Alphanumeric	Identity.firstName	Census > People > Identities > First Name
Last Name	The student's last name.	Alphanumeric	identity.lastName	Census > People > Identities > Last Name
Grade	The grade level from the student's current enrollment.	Alphanumeric	Enrollment.grade	Student Information > General > Enrollments > General Enrollment Information > Grade Level
School Year	The school year associated with the transcript record.	Date field, 10 characters MM/DD/YYYY	TranscriptCredit. startYear TranscriptCredit. endYear	Student Information > General > Transcript > Transcript Course Editor > School Year

Data Element	Logic	Type and Format	Campus Database	Campus Interface
Transcript Grade	The student's grade level at the time of transcript entry stored on the Transcript record.	Alphanumeric	TranscriptCourse. grade	Student Information > General > Transcript > Transcript Course Editor > Grade
Course Number	The course number from the transcript record.	Alphanumeric	Transcriptcourse. coursenumber	Student Information > General > Transcript > Transcript Course Editor > Course Number
Course Name	The course name from the transcript record. If a Course Name does not exist, this element reports blank.	Alphanumeric	Transcriptcourse. coursename	Student Information > General > Transcript > Transcript Course Editor > Course Name
Credit Name	The credit name from the posted verified credit on the student's transcript.	Alphanumeric	CurriculumnStandard. name	Student Information > General > Transcript > Credit Name Grading & Standards > Credit Groups > Name
Calculated Credit Type	• **Verified Credit** reports if the student passed the course and a test with a test type = VC. Transcript Credits are Verified Credits if the Transcript Credit's Credit Name is a credit in a Credit Group where the Group or Parent	Alphanumeric	N/A	N/A

Data Element	Logic	Type and Format	Campus Database	Campus Interface
	Group's State Code is **VC: Verified Credit**. • **Verified Substitute** reports if the student passed the course and a test with a test type of = VS. • **Locally Verified** reports if the student has a Verified Credit for the course and did not pass either the course or the assessment. If the Course tied to the Transcript Record has a Course Number that is not linked to a Course in the database, the calculated Verified Credit Type is **Locally Verified (LV)**. If an Assessment with one of the Verified Credit Types does not exist the calculated Verified Credit Type is **Locally Verified (LV)**.			

Data Element	Logic	Type and Format	Campus Database	Campus Interface
Override Credit Type	The type of Override Credit. 	Verified Credit Type Override	Reports...
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VC	Verified Credit
VS	Verified Substitute
LV	Locally Verified		Alphanumeric	TranscriptCredit. verifiedCreditType Override	Student Information > General > Transcript > Transcript Credit Editor > Verified Credit Type Override