

GSSM Report

Last Modified on 05/01/2026 10:01 am CDT

Tool Search: GSSM Report

The Golden State Seal Merit (GSSM) Report lists those students who have achieved the Golden State Seal and received a diploma with that merit seal on it.

Refer to this GSSM PDF for details on report logic and report layout - [California GSSM Report \(May 2026\)](#)

GSSM Report

Report Editor

Field	Description
Reporting Date	Indicates the date of the report. This field displays the current date and includes all students enrolled on this date.

Field	Description
Report Type	<p>Indicates which report is being generated.</p> <ul style="list-style-type: none"> • Summary Only includes whether the student qualifies for GSSM, the total count of qualification, and the categories for qualification. • Summary with Student Detail includes the information above and also in which courses the student met the qualification.
Format	Determines how the report generates. Select PDF or XML (state format).
Legal Name and Gender	When marked, the student's legal name reports.
Report only test and course grades that could meet a GSSM Requirement	When marked, only those courses or tests where the student received a score of B, B+ or Passing are included.
Report only students with a specific number of GSSM Requirements Met	When marked, students who have met the selected value for GSSM requirements are included. Select All or a value of 1-6.
Ad hoc Filter	Select which students to include in the extract by choosing a filter that was created in the Filter Designer.
Exclude Cross-Site Data	When marked, students enrolled in Cross-Site Enrollment courses are not included in the report.
Calendar Selection	<p>Select the calendar of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year.</p> <p>Only one calendar can be selected at a time.</p> <p>Calendars marked as Exclude on the Calendar Information editor are NOT available for selection.</p>
Report Generation	Choose the Generate Extract to display the results of the chosen items immediately. Choose the Submit to Batch option to generate the report at a specified time. This option is helpful when generating large amounts of data.

Generate the GSSM Report

1. Enter the desired **Reporting Date**.
2. Select either the **Summary Only** or the **Summary with Student Detail Report Type**.
3. Select the desired **Format** for the report.

4. If desired, mark the **Legal Name and Gender** checkbox.
 5. If desired, mark the **Report only test and course grades that could meet a GSSM Requirement** checkbox.
 6. If desired, mark the **Report only students with a specific number of GSSM Requirements Met** checkbox.
 7. If appropriate, select an **Ad hoc Filter**.
 8. Mark the **Exclude Cross-Site Data** checkbox to remove students enrolled in Cross-Site courses from the report.
 9. Select the desired **Calendar** from which to report students.
 10. Click the **Gener=**
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