Age and Grade Level Exceptions Report

Last Modified on 04/01/2025 1:21 pm CDT

Tool Search: Age/Grade Level Exceptions

The Age/Grade Level Exceptions Report identifies students who are enrolled in grade levels but may not be the appropriate age for that grade level, as determined by the Grade Level Age settings. Schools can generate this report to verify the enrollments into the grade level are correct for this student, or determine which students need to be enrolled in a different grade level.

Age/Grade Level Exceptions Report

See the Student Information Reports Tool Rights article for the tool rights needed to generate this report.

Generate the Report

1. Select the desired **Calendar** from the list. Calendars can be selected by active year, by school name or by year. If a school is selected in the Campus toolbar, that calendar is already selected. At least one calendar needs to be selected in order to generate the report. More

than one calendar can be selected as well.

2. Choose the desired **Format** for the report.
3. Click the **Generate Report** button. The report displays in the selected format.

2021-22 High School Generated on 03/10/2022 02:53:48 PM Page 1 of 2		Age/Grade Level Exceptions Student List						

2021-22 | High School

Name	Student Number	Gender	DOB	Grade	Age by Cutoff Date	Cutoff Date	Min Age	Max Age
Student, Abraham	123456	M	11/02/2001	09	13	09/08/2015	15	16
Student, Becca	234567	M	05/20/2001	09	14	09/08/2015	15	16
Student, Calvin	345678	F	03/16/2001	09	14	09/08/2015	15	16
Student, Donna	456789	M	09/23/2001	09	13	09/08/2015	15	16
Student, Erik	567890	M	10/10/2000	09	14	09/08/2015	15	16

Age/Grade Level Exceptions - PDF Format

	A	B	C	D	E	F	G	H	I
1	Age/Grade Level Exemptions Student List								
2									
3									
4	2021-22 High School								
5									
6	Name	Student Number	Gender	DOB	Grade	Age By Cutoff Date	Cutoff Date	Min Age	Max Age
7	Student, Abraham	123456	M	1/1/2010	8	11	9/8/2021	13	15
8	Student, Becca	234567	F	9/12/2007	9	13	9/8/2021	14	16
9	Student, Calvin	345678	C	9/18/2007	9	13	9/8/2021	14	16
10	Student, Donna	456789	F	9/12/2006	10	14	9/8/2021	15	17
11	Student, Erik	567890	M	9/23/2006	10	14	9/8/2021	15	17
12									

Age/Grade Level Exceptions - CSV Format

2021-22 High School Generated on 03/10/2022 03:03:16 PM Page 1 of 2		Age/Grade Level Exceptions Student List						

2021-22 High School

Name	Student Number	Gender	DOB	Grade	Age by Cutoff Date	Cutoff Date	Min Age	Max Age
Student, Abraham	123456	M	01/01/2010	08	11	09/08/2021	13	15
Student, Becca	234567	F	09/12/2007	09	13	09/08/2021	14	16
Student, Calvin	345678	M	09/18/2007	09	13	09/08/2021	14	16
Student, Donna	456789	F	09/12/2006	10	14	09/08/2021	15	17
Student, Erik	567890	M	09/23/2006	10	14	09/08/2021	15	17

Age/Grade Level Exceptions - DOCX Format