

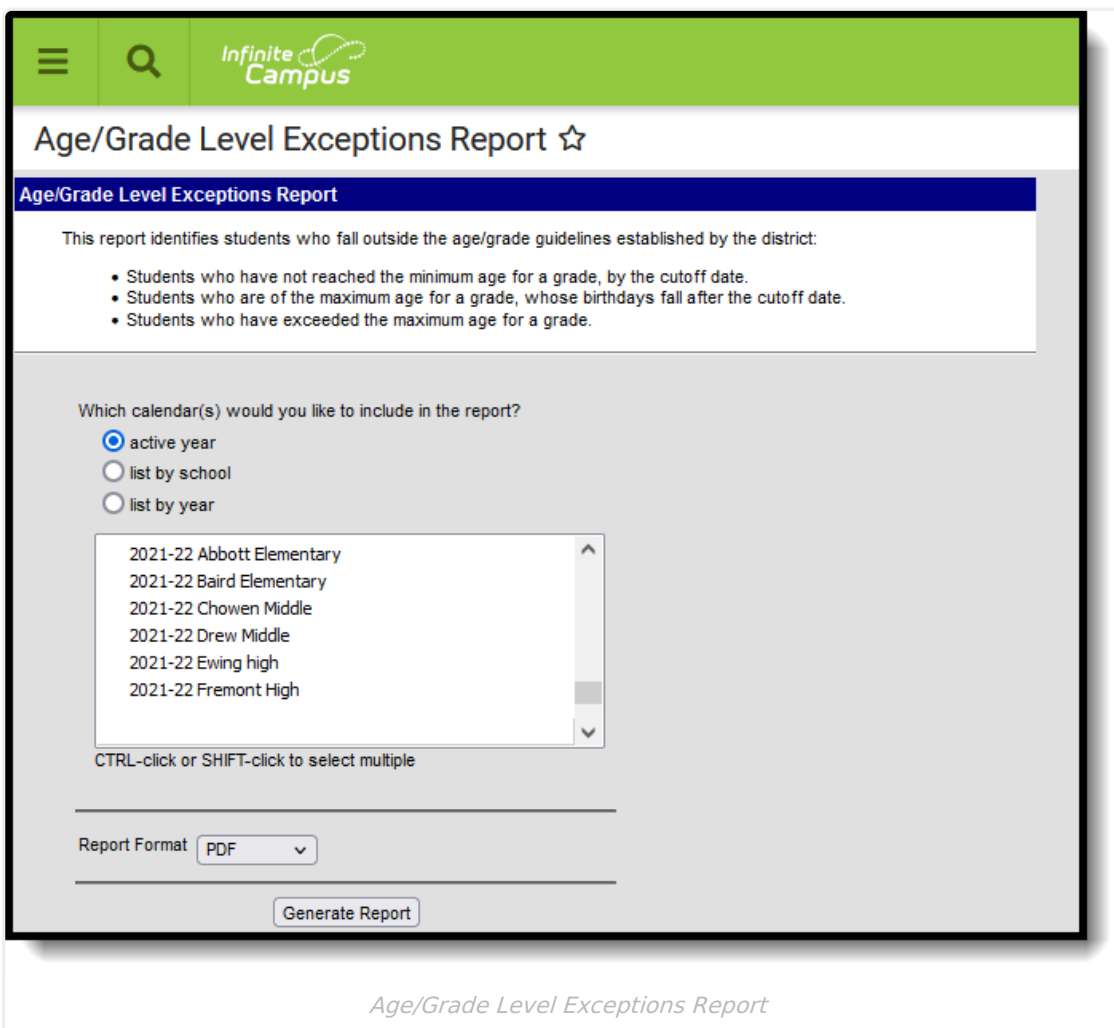
# Age and Grade Level Exceptions Report

Last Modified on 03/11/2024 8:45 am CDT

**Classic View:** Student Information > Reports > Age/Grade Level Exceptions Report

**Search Terms:** 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** ☆

**Age/Grade Level Exceptions Report**

This report identifies students who fall outside the age/grade guidelines established by the district:

- Students who have not reached the minimum age for a grade, by the cutoff date.
- Students who are of the maximum age for a grade, whose birthdays fall after the cutoff date.
- Students who have exceeded the maximum age for a grade.

Which calendar(s) would you like to include in the report?

active year  
 list by school  
 list by year

2021-22 Abbott Elementary  
 2021-22 Baird Elementary  
 2021-22 Chowen Middle  
 2021-22 Drew Middle  
 2021-22 Ewing high  
 2021-22 Fremont High

CTRL-click or SHIFT-click to select multiple

Report Format: PDF

**Generate Report**

*Age/Grade Level Exceptions 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		Age/Grade Level Exceptions Student List							
Generated on 03/10/2022 02:53:48 PM Page 1 of 2									
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	09/23/2006	10	14	09/08/2021	15	17	

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									
13									

Age/Grade Level Exceptions - CSV Format

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