

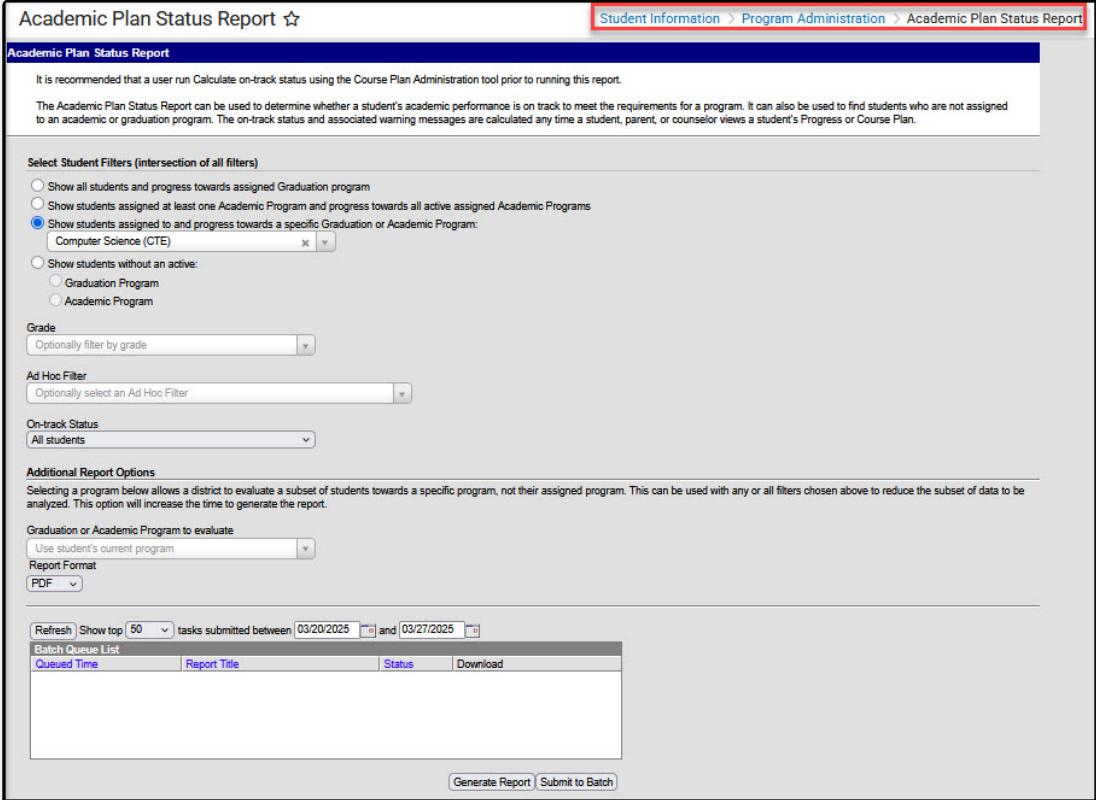
# Academic Plan Status Report Tool Rights

Last Modified on 12/22/2025 1:39 pm CST

The **Academic Plan Status Report** indicates whether a student's graduation or academic program is on track to meet minimum graduation requirements.

**Only Read rights are needed for users to generate this report.**

See the [Academic Plan Status Report](#) article to learn how to use this tool.



The screenshot shows the 'Academic Plan Status Report' tool interface. At the top, a navigation bar shows 'Student Information > Program Administration > Academic Plan Status Report'. The main area has a title 'Academic Plan Status Report ☆'. Below the title, a message says 'It is recommended that a user run Calculate on-track status using the Course Plan Administration tool prior to running this report.' Another message states 'The Academic Plan Status Report can be used to determine whether a student's academic performance is on track to meet the requirements for a program. It can also be used to find students who are not assigned to an academic or graduation program. The on-track status and associated warning messages are calculated any time a student, parent, or counselor views a student's Progress or Course Plan.' The interface includes several filter sections: 'Select Student Filters (intersection of all filters)', 'Grade' (with an 'Optional filter by grade' dropdown), 'Ad Hoc Filter' (with an 'Optional select an Ad Hoc Filter' dropdown), and 'On-track Status' (with a dropdown set to 'All students'). There are also 'Additional Report Options' for 'Graduation or Academic Program to evaluate' (set to 'Use student's current program') and 'Report Format' (set to 'PDF'). At the bottom, there are buttons for 'Generate Report' and 'Submit to Batch'. A 'Batch Queue List' table is shown, with columns for 'Queued Time', 'Report Title', 'Status', and 'Download'. The table is currently empty. The bottom of the interface has a footer 'Academic Plan Status Report'.

Users may need rights to the [Course Plan Admin](#) tool, which is used to generate On-Track Status prior to generating this report for any of the student status options.

## Suggested User Groups

- [Counselors](#)

See [User Groups and Suggested Roles](#) for more information.

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