

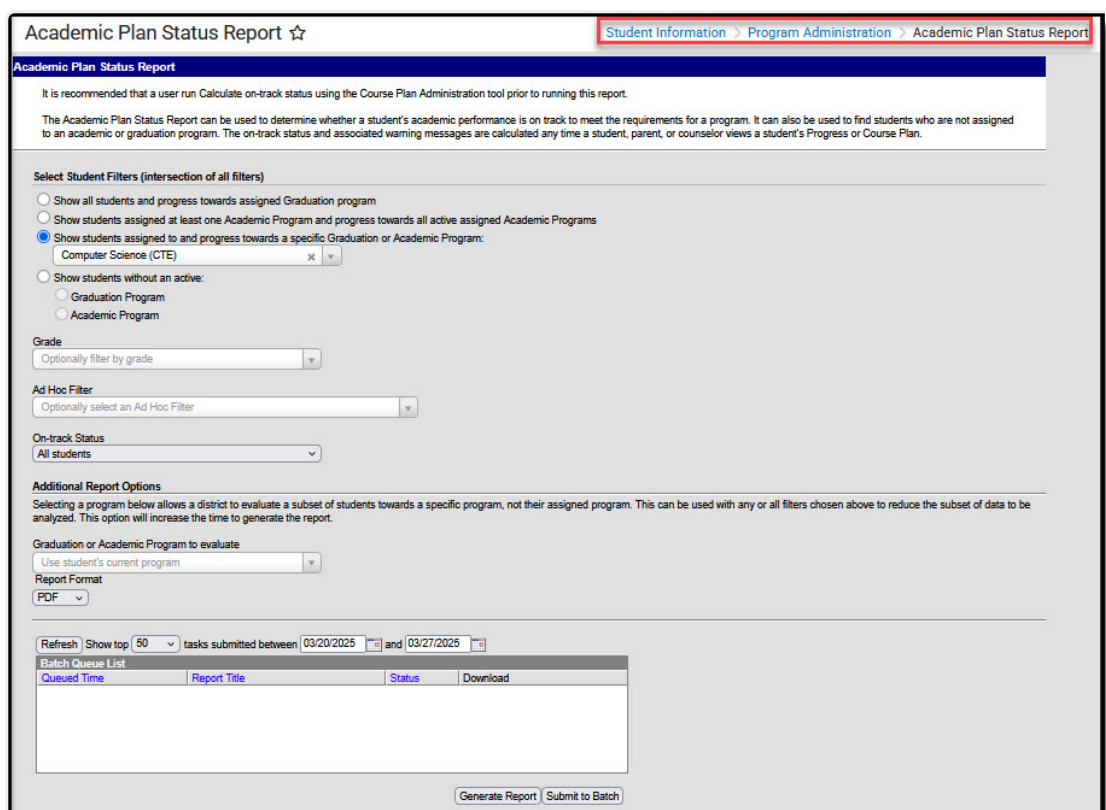
Academic Plan Status Report Tool Rights

Last Modified on 12/14/2025 8:45 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, there is a navigation bar with 'Student Information', 'Program Administration', and 'Academic Plan Status Report'. Below this, the tool title 'Academic Plan Status Report' is displayed with a star icon. A blue banner contains the text: 'It is recommended that a user run Calculate on-track status using the Course Plan Administration tool prior to running this report.' Below the banner, a paragraph explains the tool's purpose: '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 main section is titled 'Select Student Filters (intersection of all filters)' and includes several options:

- ☐ Show all students and progress towards assigned Graduation program
- ☐ Show students assigned at least one Academic Program and progress towards all active assigned Academic Programs
- ☒ Show students assigned to and progress towards a specific Graduation or Academic Program:
 - Computer Science (CTE) [X]
- ☐ Show students without an active:
 - ☐ Graduation Program
 - ☐ Academic Program

Below these filters, there are dropdown menus for 'Grade' (set to 'Optionally filter by grade'), 'Ad Hoc Filter' (set to 'Optionally select an Ad Hoc Filter'), and 'On-track Status' (set to 'All students').

The 'Additional Report Options' section includes a dropdown for 'Graduation or Academic Program to evaluate' (set to 'Use student's current program') and a 'Report Format' dropdown (set to 'PDF').

At the bottom, there is a 'Refresh' button, a 'Show top' dropdown (set to '50'), and a date range selector for 'tasks submitted between' (03/20/2025 and 03/27/2025). Below this is a 'Batch Queue List' table with columns: 'Queued Time', 'Report Title', 'Status', and 'Download'. The table is currently empty. At the bottom right, there are 'Generate Report' and 'Submit to Batch' buttons.

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.
