

# PERSONAL GRADUATION PLANS (PGP) REPORTS

## Graduation Plan > Reports > Graduation Plan Reports

The Graduation Plan Reports page allows you to view and print reports using Graduation Plan data.  
Note: Parameters in bold type on the parameters page are required.

Select a report:

### SGP0100 - District Graduation Plan Detail

- The report allows you to print the graduation plan requirements for one or all district-defined graduation plans, and for all courses or only default courses

### SGP0200 - Students Lacking Credits for Graduation

- The report allows you to print data for all students lacking credit for one or more subject areas, as determined on the Maintenance > Student > Individual Maintenance > Credit Summary tab. The program first evaluates if the student is lacking credit in at least one subject area. If the student is found to be lacking credit, the report uses the Subjects to Print parameter to determine if the report will include all subject areas for the student or just subjects in which the student is lacking credit. The report is sorted alphabetically within grade level.

### SGP0350 - Student Graduation Requirements

- The report allows you to view a student's current standing against a specific graduation plan, which will allow you to monitor the student's progress and determine if the student is on track to graduate.

### SGP0400 - Educational Planning Transcript

The report allows you to view a detailed picture of a student's progress toward graduation, including the courses taken, in progress, scheduled, and part of the graduation plan. The student's advanced measures, campuses awarding credit, cumulative GPA, rank, and college four-point average are also displayed. A signature line can be printed.

The report can only be printed for students who have a graduation plan assigned.

Notes:

- Courses that are not part of the graduation plan, as indicated by the service ID, are indicated with an exclamation point (!).
- **P** is displayed if the course is in progress.
- **S** is displayed if the course is requested/scheduled.
- **G** is displayed if the course is part of the graduation plan.

SGP1000 - Student Personal Graduation Plan – same as PGP button on student maintenance

### SGP1100 - Graduation Plan Summary

The report allows you to view a list of students and the graduation plan assigned to each student, as well as the student's grade level, cohort, graduation type, distinguished level of achievement, and endorsements. The report allows counselors to see which students would be affected if a change is made to a graduation plan.

You can also view a list that displays total student counts by graduation plan, graduation type, and grade level which does not include specific student data.