

Graduation Plans

Student Accounting Services

806-281-5740

GRADUATION PLANS

CREATE GRADUATION PLANS

The Graduation Plan application allows you to create graduation plans and then add courses to them. Using the Graduation Plan makes assigning students' plans and moving courses to course requests quick once they're set up

Graduation Plans

What are your district's Endorsement Pathways? You can create a graduation plan for each Endorsement Pathway available at your district for the students.

First you will need to set up district-level graduation plans.

Maintenance > District > Tables > Graduation Plans

The screenshot shows a software interface for managing graduation plans. At the top left is a 'Save' button. Below it is a navigation bar with tabs: 'Graduation Plans' (selected), 'Accelerated Learning', 'Credentials or Certification', 'Monitor Plans', and 'Parent/Guardian Expectations'. The main area contains a table with the following data:

| Del | Code | Description | PEIMS Grad Type | PEIMS Description |
|-----|------|-----------------------------------|-----------------|---|
| | 30 | Minimum High School Program | 30 | Minimum (9th GR 12-13 Thru 13-14) |
| | 31 | Recommended High School Program | 31 | Recommended (9th GR 12-13 Thru 13-14) |
| | 32 | Distinguished High School Program | 32 | Distinguished (9th GR 12-13 Thru 13-14) |
| | 34 | Foundation High School Program | 34 | FHS Prgm (9th GR 14-15 and thereafter) |

Below the table is a shaded area with a small white input field.

- In the Code field, type a unique code for each graduation plan. The required field allows between two and ten characters.
- In the Description field, type the description for the graduation plan. The required field allows up to 50 characters.
- In the PEIMS Grad Type field, type the two-digit code that is associated with the graduation plan, or click the ellipsis which displays when you click in the field, to display the PEIMS grad type selection dialog box.



Valid Codes:

- **34 – FHS Program** (For students who entered grade 9 in 2014-2015 and thereafter or entered grade 9 prior to the 2014-2015 school year and opted to graduate under the Foundation High School Program). The student completed curriculum requirements for graduation under the Foundation High School Program, including satisfactory performance as established in TEC, Chapter 39, on the required state assessments.)

The following code applies only to students receiving special education and related services who entered grade 9 in 2014-2015 and thereafter or who entered grade 9 prior to the 2014-2015 school year and opted to graduate under the Foundation High School Program. These students will graduate under TAC Chapter 89.

- **35 Completion of Minimum Curriculum And Credit Requirements for Graduation Applicable To Students In General Education And Participated In The Exit-Level Assessment Instrument Identified in The IEP-Foundation High School Program TAC 89.1070(b)(1), revised January 1, 2015. [39 TexReg 10446]**

The following codes will apply only to students receiving special education services on the Foundation High School Program under TAC Chapter 74 with curriculum content modifications through the student's individualized education program (IEP).

- **54 Completion Of IEP And Full-Time Employment With Sufficient Self-Help Skills To Maintain Employment Without Public School Services TAC §89.1070(b)(2)(A), effective January 1, 2015 [39 TexReg 10446]**
- **55 Completion Of IEP And Demonstrated Mastery Of Specific Employability And Self-Help Skills That Do Not Require Public School Services TAC §89.1070(b)(2)(B), effective January 1, 2015 [39 TexReg 10446]**
- **56 Completion Of IEP And Access To Services, Employment, Or Education Outside Of Public Education TAC §89.1070(b)(2)(C), effective January 1, 2015 [39 TexReg 10446]**
- **57 Completion Of IEP And Reached Age 22 Foundation: TAC §89.1070(b)(2)(D), effective January 1, 2015 [39 TexReg 10446]**

Click the appropriate PEIMS code. This field is required.

- Select the next row or press TAB to add a new row in the grid
- Click **Save** or press enter and add a new row in the grid

Graduation Requirements

The Graduation Requirements page allows you to establish graduation requirements for each graduation plan by grade level and subject area. You can include courses, which can later be moved to course requests.

The page consists of a tab for each subject area (e.g., Language Arts, Math, and Science).

Maintenance > District > Graduation Requirements

Graduation Plans: 34 - Foundation High School Program

PEIMS:

Total Plan Credits:

Retrieve

4 Year Reports

View All

View Defaults

Copy Grad Plan

Language Arts | Speech | Math | Science | Social Studies | Economics | Health | P.E. | Other Languages | Fine Arts | Tech Apps | Career/Tech | Electives | Local

- In the Graduation Plans field, select the graduation plan from the drop-down list.
- Click Retrieve.

Save

Graduation Plans: 34 - Foundation High School Program

PEIMS: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Total Plan Credits: 0.0

Retrieve

4 Year Reports

View All

View Defaults

Copy Grad Plan

Language Arts | Speech | Math | Science | Social Studies | Economics | Health | P.E. | Other Languages | Fine Arts | Tech Apps | Career/Tech | Electives | Local

Search

Course Number

Retrieve

Total Language Arts Credits Required: 0.0

Scheduling District Courses

| Course Number | Title | Service ID | Credit |
|---------------|-------|------------|--------|
| No rows. | | | |

Grad Plan Courses

| Course Number | Title | Service ID | Credit | Meets States Req | Default | Grade Level |
|---------------|-------|------------|--------|------------------|---------|-------------|
| No rows. | | | | | | |

Rows: 0

Total Language Arts Default Credits: 0.0

Search:

Course Number }
 Title } the search retrieves courses that begin with the characters or number typed
 Service ID }

| Service ID Type | ENG (English) | SPCH (Speech) | MATH (Math) |
|-----------------|------------------|--------------------|------------------------|
| | SCIE (Science) | SOCI (Soc.Studies) | ECFE (Econ) |
| | HEAL (Health) | PEEQ (PE/ATH) | OTHL (Other Languages) |
| | ARTS (Fine Arts) | VOED (CTE) | ELEC (Electives) |
| | LOCA (Local) | | |

Total "subject area" Credits required: ____
 How many does the pathway require?

Save

Graduation Plans: 34 - Foundation High School Program

PEIMS: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Total Plan Credits: 0.0

Retrieve

Year Reports

View All

View Defaults

Copy Grad Plan

Language Arts

Speech

Math

Science

Social Studies

Economics

Health

P.E.

Other Languages

Fine Arts

Tech App.

Career/Tech

Elective

Total

Search

Course Number

Retrieve

Total Language Arts Credits Required: 0.0

Scheduling District Courses

| Course Number | Title | Service ID | Credit |
|---------------|-------|------------|--------|
| No rows. | | | |

Grad Plan Courses

| Course Number | Title | Service ID | Credit | Meets States Req | Default | Grade Level |
|---------------|-------|------------|--------|------------------|---------|-------------|
| No rows. | | | | | | |

Total Language Arts Default Credits: 0.0

From the Scheduling District Courses (left) grid, select the course(s) you want to add to the course requirements for the graduation plan.

- You can double-click a course in the left grid, or
- You can drag the course from the left grid to the right grid.

The selected courses are displayed in the Grad Plan Courses (right) grid and appear dimmed in the left grid.

Notes:

- A course can be added in multiple subject areas, but you cannot add the same course for multiple grade levels in the same subject area.
- A course can be used in more than one subject area, but it can only be marked as a default course in one of the subject areas. For example, CTE Floral Design can be a graduation plan course in CareerTech and in Fine Arts, but it can only be the default in one of the subjects.
- A course cannot be designated as a default course in multiple subject areas. However, a student can always elect to take a course designated for one grade level as part of a different grade level, as long as the student has not already earned credit for the course, or is not currently taking or scheduled to take the course.

Graduation Plans: 34 - Foundation High School Program

PEIMS: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Total Plan Credits: 4.0

Retrieve Copy Grad Plan Year Reports View All View Defaults

Language Arts Speech Math Science Social Studies Economics Health P.E. Other Languages Fine Arts Tech Apps Career/Tech Electives Local

engl Service ID Type Retrieve

Total Language Arts Credits Required: 4.0

Scheduling District Courses

| Course Number | Title | Service ID | Credits |
|---------------|-------------|------------|---------|
| 1000 | ENG 1 | 03220100 | 1.0 |
| 1001 | ENG 1 | 03220100 | 1.0 |
| 1002 | ENG 1 | 03220100 | 1.0 |
| 1003 | ENG 2 | 03220200 | 1.0 |
| 1004 | ENG 2 | 03220200 | 1.0 |
| 1005 | ENG 3 | 03220300 | 1.0 |
| 1006 | ENG 3 | 03220300 | 1.0 |
| 1007 | ENG 4 | 03220400 | 1.0 |
| 1008 | ENG 4 | 03220400 | 1.0 |
| 1009 | YBK1 | 03230110 | 1.0 |
| 1015 | CPELA (ENG) | CP110100 | 1.0 |
| 1022 | ENG 1 | 03220107 | 1.0 |
| 1034 | ENG 2 | 03220207 | 1.0 |
| 9030 | Reading 1 | 03270700 | 0.0 |

Grad Plan Courses

| Course Number | Title | Service ID | Credits | Meets State Req | Default | Grade Level |
|---------------|-------|------------|---------|--------------------------|--------------------------|-------------|
| 1000 | ENG 1 | 03220100 | 1.0 | <input type="checkbox"/> | <input type="checkbox"/> | 9 |

Total Language Arts Default Credits 0.0

The Grad Plan Courses (right) grid displays the course requirements for the selected graduation plan.

- The local course number, course title, and service ID are displayed for each course.
- The Credit field displays the number of credits that will be awarded to the student who successfully completes the course.

Select Meets State Req if the course meets the state requirements for the subject area for the plan. A course may meet the requirements even if it is not a default course. For example, English I may be the default course for 9th grade; however, English I - Pre-AP also meets the requirements for the plan.

Select Default if the course is a default course for the grade level (e.g., English I for 9th grade). The default course will automatically be assigned to the student when the graduation plan is initially assigned, but it can be adjusted as needed.

In the Grade Level field, click ▾ to select the grade level for which you are establishing course and credit requirements within the subject area.

- The drop down includes grade levels 9, 10, 11, and 12 only.
- The grade level is not required for elective courses; it is required for all other courses.

The Total Subject Default Credits field at the bottom of the right grid provides a tally of the credits for all courses marked as Default for the subject area. This number may not match the number of credits required for the subject. The total is for the subject, not the grade level.

Grad Plan Courses

| Course Number | Title | Service ID | Credits | Meets State Req | Default | Grade Level |
|---------------|-------|------------|---------|--------------------------|-------------------------------------|-------------|
| 1000 | ENG 1 | 03220100 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 09 ▾ |
| 1003 | ENG 2 | 03220200 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 10 ▾ |
| 1005 | ENG 3 | 03220300 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 11 ▾ |
| 1007 | ENG 4 | 03220400 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 12 ▾ |

Total Language Arts Default Credits 4.0

You will continue to add courses to this pathway for all subject areas.

4 Year Reports

[View All](#)

[View Defaults](#)

Under 4 Year Reports, the following reports are available:

Click View All to view a report of all courses added to the graduation plan sorted by grade level within subject area for all four years. The report also indicates courses that meet the state requirements and default courses.

Click View Defaults to view a report of default course requirements for the selected graduation plan for all four years. This report lists the courses that will be assigned to each student when the graduation plan is initially assigned.

DATE RUN: 02/20/2017 11:03:24

Graduation Requirements View All

CNTY-DIST: 095-901

School Year: 2017

PAGE:

34 - Foundation High School Program

Language Arts

| Grade | Course Number | Title | Service ID | Credits | Meets State Req | Default |
|-------|---------------|-------|------------|---------|--------------------------|-------------------------------------|
| 09 | 1000 | ENG 1 | 03220100 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 10 | 1003 | ENG 2 | 03220200 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11 | 1005 | ENG 3 | 03220300 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12 | 1007 | ENG 4 | 03220400 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Math

| Grade | Course Number | Title | Service ID | Credits | Meets State Req | Default |
|-------|---------------|--------------|------------|---------|--------------------------|-------------------------------------|
| 09 | 0820 | ALG 1 | 03100500 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 10 | 2001 | GEOM | 03100700 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11 | 2002 | ALG 2 | 03100600 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12 | 2004 | PRE CALC | 03101100 | 1.0 | <input type="checkbox"/> | <input type="checkbox"/> |
| 12 | 2035 | CPMAT (MATH) | CP111200 | 1.0 | <input type="checkbox"/> | <input type="checkbox"/> |
| 12 | 2007 | INSTUMTH | 03102500 | 0.5 | <input type="checkbox"/> | <input type="checkbox"/> |

Science

| Grade | Course Number | Title | Service ID | Credits | Meets State Req | Default |
|-------|---------------|----------|------------|---------|--------------------------|-------------------------------------|
| 09 | 3001 | BIO | 03010200 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 10 | 3002 | CHEM | 03040000 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11 | 3003 | PHYSICS | 03050000 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12 | 3007 | ASTRMY | 03060100 | 1.0 | <input type="checkbox"/> | <input type="checkbox"/> |
| 12 | 3006 | ANATHPYS | 13020600 | 1.0 | <input type="checkbox"/> | <input type="checkbox"/> |

Adding Accelerated Learning Information

Set up a table of district-level accelerated learning criteria. Accelerated learning is required for any student who failed a state test (e.g., EOC).

Maintenance > District > Tables > Accelerated Learning

| Delete | Code | Description |
|--------|------|-------------|
|--------|------|-------------|

- Click +Add to add a blank row to the grid.
 - To add multiple rows, click +Add 10. Ten blank rows are displayed in the grid.
- In the Code field, type the code. The field must be two digits and cannot already exist in the table.
- In the Description field, type the description of the accelerated learning code.
- Click Save.

Examples:

- Credit by Exam
- Summer School
- Algebra 1 Tutorial Class
- CP Math or CP English

Adding Credentials or Certification Information

Set up a table of district-level credentials and certification criteria (district-specific industry certifications such as welding and cosmetology).

Maintenance > District > Tables > Credentials or Certification

The screenshot shows a software interface for managing credentials. At the top, there is a 'Save' button. Below it is a horizontal menu with five tabs: 'Graduation Plans', 'Accelerated Learning', 'Credentials or Certification' (which is selected), 'Monitor Plans', and 'Parent/Guardian Expectations'. The main area contains a table with the following structure:

| Delete | Code | Description | Origin |
|---------|------|-------------|--------|
| No rows | | | |

At the bottom of the table area, there is a dropdown menu on the left and two buttons on the right: '+ Add' and '+ Add 10'.

- Click **+Add** to add a blank row to the grid.
 - To add multiple rows, click +Add 10. Ten blank rows are displayed in the grid.
- In the **Code** field, type the code. The field must be two digits and cannot already exist in the table.
- In the **Description** field, type the description of the credential or certification code.
- In the **Origin** field, indicate if the credential or certification is internationally or nationally recognized, or neither.
 - This information is used on the Maintenance > Student > Individual Maintenance > PGP and Performance Acknowledgment tabs, and prints on the Student Personal Graduation Plan (SGP1000) and AAR Multi-Year (SGR2047) reports.
- Click **Save**.

Examples:

- Welding
- Nurse Assistant
- MS OS Server
- Cosmetology

Adding Monitor Plans Information

Set up a table of district-level monitor plans criteria (e.g., interim progress reports, benchmark scores, and student attendance).

Maintenance > District > Tables > Monitor Plans

| Delete | Code | Description |
|---------|------|-------------|
| No rows | | |

- Click **+Add** to add a blank row to the grid.
 - To add multiple rows, click +Add 10. Ten blank rows are displayed in the grid.
- In the **Code** field, type the code. The field must be two digits and cannot already exist in the table.
- In the **Description** field, type the description of the accelerated learning code.
- Click **Save**.

Examples:

- Report Cards
- IPRs
- Absences
- Benchmark scores
- Failing Courses
- Counselor Reviews

Adding Parent/Guardian Expectations

Set up a table of district-level parent/guardian expectations.

Maintenance > District > Tables > Parent/Guardian Expectations

The screenshot shows a software interface for managing 'Parent/Guardian Expectations'. At the top left is a 'Save' button. Below it are five tabs: 'Graduation Plans', 'Accelerated Learning', 'Credentials or Certification', 'Monitor Plans', and 'Parent/Guardian Expectations'. The 'Parent/Guardian Expectations' tab is active. Below the tabs is a table with three columns: 'Delete', 'Code', and 'Description'. The table is currently empty, with the text 'No rows' centered in the body. At the bottom of the table are two buttons: '+ Add' and '+ Add 10'. There is also a small dropdown arrow icon on the left side of the bottom bar.

- Click **+Add** to add a blank row to the grid.
 - To add multiple rows, click +Add 10. Ten blank rows are displayed in the grid.
- In the **Code** field, type the code. The field must be two digits and cannot already exist in the table.
- In the **Description** field, type the description of the accelerated learning code.
- Click **Save**.

Examples:

- Attend a 4-year University
- Graduate top 10 percent
- Military
- Attend Technical School

COPY GRADUATION PLAN

Maintenance > District > Graduation Requirements

Click **Copy Grad Plan** to copy graduation plan requirements from an existing graduation plan to the current graduation plan. The Copy/Replace Graduation Plan Requirements dialog box is displayed.

The Copy Grad Plan button is enabled only if the selected graduation plan does not have any existing course requirements.

Save

Graduation Plans: TT - This is a test to copy

PEIMS: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Total Plan Credits: 0.0

Retrieve

Copy Grad Plan

4 Year Reports

View All

View Defaults

- In the Graduation Plans field, select the plan to copy and Retrieve
- In the Copy From field, select the graduation plan from which you want to transfer requirements.
- The Copy To field displays the graduation plan to which the requirements will be transferred.
- Click Save to copy the requirements.

ASSIGNING GRADUATION PLAN – INDIVIDUAL

Using the Grad Plan Assignment by Individual, you can assign specific graduation plans to individual students.

Utilities > Grad Plan Assignment > By Individual

Under Grad Plan, select a graduation plan to assign to students.

| Delete | Student | Grade Level | Current Grad Plan | Status |
|---------|---------|-------------|-------------------|--------|
| no rows | | | | |

Click +Add to add a student. Add as many students as needed.

| Delete | Student | Grade Level | Current Grad Plan | Status |
|---------|---------|-------------|-------------------|--------|
| no rows | | | | |

Click Execute.

A warning message indicating that you are about to update select student graduation plans is displayed. Click OK to continue.

You are about to update the graduation plan for the selected student(s)?

Do you want to continue?

The student is assigned the graduation plan, and the Grad Plan Assignment Summary report showing course assignments and assignment exceptions is displayed.

Date Run: 3/1/2017 5:38 PM

Cnty-Dist: 095-901

Campus: 001

Grad Plan Assignment Summary

001 School

School Year: 2017

Page: 1 of 1

Student: 202005 - Martinez, Zachary Tyler

Grade Level: 09

Previous Grad Plan:
none

New Grad Plan:
Fo - Foundation Plan

Course Assignments

| <u>Course Number</u> | <u>Course Title</u> | <u>Credits</u> | <u>Service ID</u> |
|----------------------|---------------------|----------------|-------------------|
| 6000 | SPAN 1 | 1.0 | 03440100 |
| 6001 | SPAN 2 | 1.0 | 03440200 |
| 1003 | ENG 2 | 1.0 | 03220200 |
| 1005 | ENG 3 | 1.0 | 03220300 |
| 1007 | ENG 4 | 1.0 | 03220400 |
| 4003 | GOVT | 0.5 | 03330100 |

Assignment Exceptions

| <u>Course Number</u> | <u>Course Title</u> | <u>Exception</u> |
|----------------------|---------------------|---|
| 2034 | GEOM | The course is not offered on the student's next year campus |

ASSIGNING GRADUATION PLAN – GROUP

Grad Plan Assignment by Group allows you to retrieve students by grade level and the type of graduation plan they have assigned and then assign them a different graduation plan.

Utilities > Grad Plan Assignment > By Group

Select a Grad Plan to be assigned:

Grad Plan: Execute

Retrieve students for grad plan assignment using the following Grade Level and Grad Plan options.

Grade Level: Grad Plan: Retrieve

Select one or more students to be assigned the selected Grad Plan:

| Select All | Stu Id | Name | Grade Level | Current Grad Plan | Status |
|------------|--------|------|-------------|-------------------|--------|
| no rows | | | | | |

Rows: 0

- Under Grad Plan, select a graduation plan you want to assign to a group of students
- In the Grade Level field, select the current grade level for which you would like to retrieve students.
- In the Grad Plan field, select the current graduation plan for which you would like to retrieve students.
 - Select No Plan to retrieve only students who have a blank in their graduation plan field
 - Select All Student to retrieve all students
- Click Retrieve.

Select a Grad Plan to be assigned:

Grad Plan: 34 - FHS Prgm (9th GR 14-15 and thereafter) Execute

Retrieve students for grad plan assignment using the following Grade Level and Grad Plan options.

Grade Level: Grad Plan: Retrieve

Select one or more students to be assigned the selected Grad Plan:

| Select All | Stu Id | Name | Grade Level | Current Grad Plan | Status |
|-------------------------------------|--------|----------------------------|-------------|-------------------|--------|
| <input type="checkbox"/> | 202082 | Aguirre, Brittany Nichole | 09 | | A |
| <input type="checkbox"/> | 201910 | Banda, Marcelo Javier | 09 | | A |
| <input type="checkbox"/> | 202054 | Bender, Truman William | 09 | | A |
| <input type="checkbox"/> | 020113 | Beritez, Kalina Elizabeth | 09 | | A |
| <input checked="" type="checkbox"/> | 202098 | Biggs, Astin Brooke | 09 | | A |
| <input type="checkbox"/> | 202048 | Braddock, Wrye Lynn | 09 | | A |
| <input type="checkbox"/> | 017445 | Cabrera, Jayden Colby | 09 | | A |
| <input checked="" type="checkbox"/> | 202022 | Cain, Giovanni Zavier | 09 | | A |
| <input type="checkbox"/> | 202037 | Carver, Hayden Leslie | 09 | | A |
| <input type="checkbox"/> | 202044 | Davis, Ramsi Michele | 09 | | A |
| <input type="checkbox"/> | 018135 | Dominie, Kayla Siye | 09 | | A |
| <input type="checkbox"/> | 202041 | Flores, Haley Colette | 09 | | A |
| <input type="checkbox"/> | 202061 | Flores, Kayleb Lee | 09 | | A |
| <input type="checkbox"/> | 018131 | Flores, Victor | 09 | | A |
| <input type="checkbox"/> | 018134 | Fondren, Ariana Elizabeth | 09 | | A |
| <input type="checkbox"/> | 202047 | Garcia, Taelor Marie | 09 | | A |
| <input type="checkbox"/> | 020117 | Garza, Jacob Lynn | 09 | | A |
| <input type="checkbox"/> | 202083 | Gatica, Avery Rosanna | 09 | | A |
| <input type="checkbox"/> | 020115 | Gonzales, Vanessa Rae | 09 | | A |
| <input type="checkbox"/> | 202033 | HAMILTON, Morgan Elizabeth | 09 | | A |
| <input type="checkbox"/> | 202008 | Harkey, Sylvester Perez | 09 | | A |
| <input type="checkbox"/> | 202042 | Hegi, Kate Lee | 09 | | A |
| <input type="checkbox"/> | 020101 | Hernandez, Aaron Michael | 09 | | A |
| <input type="checkbox"/> | 202053 | Hernandez, Craig Louis | 09 | | A |
| <input type="checkbox"/> | 202032 | Hernandez, Giselle Melanie | 09 | | A |

Rows: 25

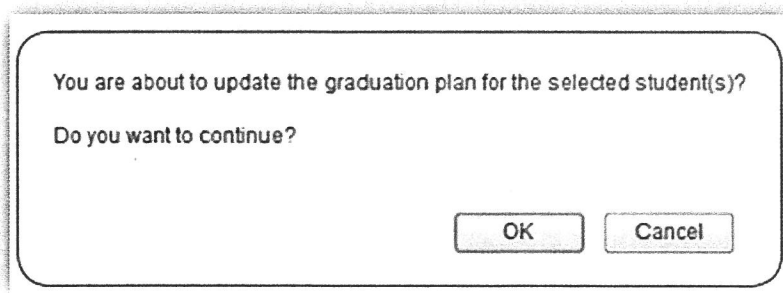
- Select
 - Individual students
 - Select All

| Select All | Stu Id | Name | Grade Level | Current Grad Plan | Status |
|-------------------------------------|--------|---------------------------|-------------|-------------------|--------|
| <input type="checkbox"/> | 202082 | Aguirre, Brittany Nichole | 09 | | A |
| <input type="checkbox"/> | 201910 | Banda, Marcelo Javier | 09 | | A |
| <input type="checkbox"/> | 202054 | Bender, Truman William | 09 | | A |
| <input type="checkbox"/> | 020113 | Benitez, Kalina Elizabeth | 09 | | A |
| <input checked="" type="checkbox"/> | 202098 | Biggs, Ashtin Brooke | 09 | | A |
| <input type="checkbox"/> | 202048 | Braddock, Wrye Lynn | 09 | | A |
| <input type="checkbox"/> | 017445 | Cabrera, Jayden Colby | 09 | | A |
| <input checked="" type="checkbox"/> | 202022 | Cain, Giovanni Zavie | 09 | | A |
| <input type="checkbox"/> | 202037 | Carver, Hayden Leslie | 09 | | A |
| <input type="checkbox"/> | 202044 | Davis, Ramsi Michele | 09 | | A |
| <input checked="" type="checkbox"/> | 018135 | Dominie, Kayla Skye | 09 | | A |
| <input type="checkbox"/> | 202041 | Flores, Haley Colette | 09 | | A |
| <input type="checkbox"/> | 202061 | Flores, Kayleb Lee | 09 | | A |
| <input type="checkbox"/> | 018131 | Flores, Victor | 09 | | A |
| <input type="checkbox"/> | 018134 | Fondren, Ariana Elizabeth | 09 | | A |

Click Execute.

A warning message indicating that you are about to update select student graduation plans is displayed.

Click OK to continue.



Student are assigned the graduation plan, and the Grad Plan Assignment Summary report showing the previous graduation plan, student grade level, new graduation plan, and courses added to student request, if applicable, is displayed.

ASSIGN PLANS MANUALLY

You may assign or change graduation plans for students individually as part of the Individual Maintenance page.

Maintenance > Student > Individual Maintenance

Retrieve a student.

A screenshot of the 'Individual Maintenance' page. It features a 'Save' button on the left. In the center, there are two input fields: 'Student:' and 'Texas Unique Stu ID:'. To the right of these fields are two buttons: 'Retrieve' and 'Directory'. Further to the right are four buttons: 'Move to Request', 'Print Credit Detail', 'Add Plan', and 'PGP'.

Click the **Add Plan** button to add a graduation plan for a student without one.

A screenshot of the 'Individual Maintenance' page with the following information filled in:
Student: 020111 : Martinez, Cameron James
Texas Unique Stu ID: 2550213886
Buttons: 'Retrieve', 'Directory', 'Move to Request', 'Print Credit Detail', 'Add Plan', 'PGP'.
Below the input fields, there is a section for student details:
Grade Level: 09 9th Grd Entry Dt: 08-12-2016 Graduation Plan:
Cohort: 2020 PEIMS Grad-Type:

If the student already has a graduation plan, the button will say Change Plan.

Under Grad Plan, select the plan.

A screenshot of the 'Graduation Plan Assignment' dialog box. It has a title bar with a close button. The main area contains the text 'Select a Grad Plan to be assigned:' followed by a dropdown menu labeled 'Select Plan' and a 'Grad Plan' label. To the right are 'Execute' and 'Cancel' buttons. Below this is a table with the following data:

| Stu Id | Name | Grade Level | Current Grad Plan | Status |
|--------|----------------------------------|-------------|-------------------|--------|
| 020111 | 020111 : Martinez, Cameron James | 09 | | 1 |

A warning message indicating that unsaved changes will be lost is displayed.

Click OK to continue.

The student is assigned the graduation plan, and the Grad Plan Assignment Summary report showing course assignments and assignment exceptions is displayed.

REVIEWING THE GRADUATION PLAN

Maintenance > Student > Individual Maintenance

Retrieve a student.

Student:

Texas Unique Stu ID:

Grade Level: 09 9th Grd Entry Dt: 08-12-2016 Graduation Plan: MULTD - Foundation Multi Distinguished
 Cohort: 2020 PEIMS Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Grade Level Course Detail Credit Summary Credit Detail PGP Performance Acknowledgment

Subject Area:

Required Plan Courses

| Select All | Course Number | Title | Service ID | Grade Level | | Delete | 10th Grad Plan Courses | Credit | Meets Req | Default |
|--------------------------|---------------|-------|------------|-------------|---|--------------------------|------------------------|--------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | 1004 | ENG 2 | 03220200 | 10 | <input type="button" value="→ 10th Grd"/> | <input type="checkbox"/> | 1004 ENG 2 03220200 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> | 1006 | ENG 3 | 03220300 | 11 | <input type="button" value="→ 11th Grd"/> | <input type="checkbox"/> | 1006 ENG 3 03220300 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> | 1008 | ENG 4 | 03220400 | 12 | <input type="button" value="→ 12th Grd"/> | <input type="checkbox"/> | 1008 ENG 4 03220400 | 1.0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| Cumulative Coursework and Credits | | | | | | | | | | |
|-----------------------------------|------------|-------------|----------------|----------------|------------------|------------------|-------------|---------------------|-----------------------------|------------------------|
| Subject Area | Service ID | School Year | Credits Needed | Credits Earned | Semester 1 Grade | Semester 2 Grade | Final Grade | Credits in Progress | Credits Scheduled/Requested | Remaining Plan Credits |
| Language Arts | | | | | | | | | | |
| ENG 1 PRE AP | 03220100 | 16-17 | | | | | | 1.0 | | |
| Total | | | 4.0 | 0.0 | | | | 1.0 | 0.0 | 3.0 |

The Subject Area field displays the selected subject. Click **Change** to change to another subject.

- A list of other subjects is displayed. Click a subject to select it.

The available courses for the subject are displayed in the left grid under **Required Plan Courses**. These courses were added to the district-level graduation plan that is assigned to the student.

- The list does not include any courses that are requested/scheduled, in progress, selected under a different subject area, or already completed by the student.
- The list includes only courses offered at the campus.
- You can re-sort the grid by clicking on an underlined column heading. It will sort in ascending order. Click it again to sort in descending order.

The courses assigned to the student are displayed in the right grid by grade level. When a student is initially assigned a graduation plan, the default courses are assigned automatically, as long as they are offered at the campus. The courses can be manually adjusted to meet the individual needs of the student.

On the right side, data is only displayed for future grade levels not in progress, requested, or scheduled. For example, only an 8th grade student would see the 9th, 10th, 11th, and 12th grade course requirements.

Note: Once graduation plan courses are moved to course requests, all maintenance on the next year courses must occur in Scheduling.

From the left grid, select the available course(s) you want to add to the student's graduation plan. You can click Select All to select all courses in the grid.

The screenshot shows a software interface for managing a student's graduation plan. At the top, there are tabs for 'Grade Level Course Detail', 'Credit Summary', 'Credit Detail', 'PCP', and 'Performance Acknowledgment'. Below the tabs, the 'Subject Area' is set to 'Math' with a 'Change' button. The main area is divided into two grids. The left grid, titled 'Required Plan Courses', lists courses with columns for 'Select All', 'Course Number', 'Title', 'Service ID', and 'Grade Level'. The right grid shows course requirements for '10th Grd', '11th Grd', and '12th Grd', with columns for 'Delete', '10th/11th/12th Grad Plan Courses', 'Credit', 'Meets Req', and 'Default'. Below these grids is a 'Cumulative Coursework and Credits' table.

| Cumulative Coursework and Credits | | | | | | | | | | |
|-----------------------------------|------------|-------------|----------------|----------------|------------------|------------------|-------------|---------------------|-----------------------------|------------------------|
| Subject Area | Service ID | School Year | Credits Needed | Credits Earned | Semester 1 Grade | Semester 2 Grade | Final Grade | Credits in Progress | Credits Scheduled/Requested | Remaining Plan Credits |
| Math | | | | | | | | | | |
| ALG 1 | 03100500 | 15-16 | | 1.0 | 93 | 94 | 94 | | | |
| GEOM | 03100700 | 16-17 | | | | | | 1.0 | | |
| Total | | | 4.0 | 1.0 | | | | 1.0 | 0.0 | 0.0 |

Click **11th Grade >>** (or the appropriate button for the grade level) to add the selected courses to the student's graduation plan for the appropriate grade level. The selected courses are displayed in the right grid and appear dimmed in the left grid.

From the right grid, you can select any courses you want to remove from the student's graduation plan. Select Delete for the courses you want to remove. You can select multiple rows.

- Click **←** to remove the selected courses from the student's graduation plan for the grade level. The selected courses are removed from the right grid and displayed in the left grid.

Click Save.

Below the grids, the Cumulative Coursework and Credits table displays credit details for the subject area that indicate completed coursework and projected credits. This display-only data provides the student's historical information to help you make decisions for the upcoming years. This is the same information that is displayed on the Credit Detail tab.

| Cumulative Coursework and Credits | | | | | | | | | | |
|-----------------------------------|------------|-------------|----------------|----------------|------------------|------------------|-------------|---------------------|-----------------------------|------------------------|
| Subject Area | Service ID | School Year | Credits Needed | Credits Earned | Semester 1 Grade | Semester 2 Grade | Final Grade | Credits in Progress | Credits Scheduled/Requested | Remaining Plan Credits |
| Math | | | | | | | | | | |
| ALG 1 | 03100500 | 15-16 | | 1.0 | 93 | 94 | 94 | | | |
| GEOM | 03100700 | 16-17 | | | | | | 1.0 | | |
| Total | | | 4.0 | 1.0 | | | | 1.0 | 0.0 | 0.0 |

Credit Summary

| Grade Level: 09 | 9th Grd Entry Dt: 08-12-2016 | Graduation Plan: MULTD - Foundation Multi Distinguished | | | | |
|---|------------------------------|--|---------------------|-----------------------------|------------------------|-----------------|
| Cohort: 2020 | | PEIMS Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter) | | | | |
| Grade Level Course Detail Credit Summary Credit Detail PGP Performance Acknowledgment | | | | | | |
| Subject Area | Credits Needed | Credits Earned | Credits In Progress | Credits Scheduled/Requested | Remaining Plan Credits | Credits Lacking |
| Language Arts | 4.0 | 0.0 | 1.0 | 0.0 | 3.0 | 0.0 |
| Speech | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Math | 4.0 | 1.0 | 1.0 | 0.0 | 3.0 | 0.0 |
| Science | 4.0 | 0.0 | 0.0 | 0.0 | 4.0 | 0.0 |
| Social Studies | 3.5 | 0.0 | 2.0 | 0.0 | 1.5 | 0.0 |
| Economics | 0.5 | 0.0 | 0.0 | 0.0 | 0.0 | 0.5 |
| Health | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| P.E. | 1.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 |
| Other Languages | 2.0 | 0.0 | 0.0 | 0.0 | 2.0 | 0.0 |
| Fine Arts | 1.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 |
| Tech Apps | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Career/Tech | 2.0 | 0.0 | 1.0 | 0.0 | 0.0 | 1.0 |
| Electives | 5.0 | 0.0 | 0.0 | 0.0 | 10.0 | 0.0 |
| Local | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Total | 27.0 | 1.0 | 7.0 | 0.0 | 23.5 | 1.5 |

- Under **Subject Area**, the subject areas covered by the graduation plan assigned to the student are listed.
- Under **Credits Needed**, the total number of credits required for the subject area is displayed. This is the total for the plan, not the grade level.
- Under **Credits Earned**, the number of credits earned by the student in the subject area to date is displayed. This covers all grade levels, not just the current grade level.
- Under **Credits in Progress**, the number of credits the student will earn in the subject area if the student successfully completes the courses in which he is currently enrolled is displayed. The student's current working final average is not taken into consideration.
- Under **Credits Scheduled/Requested**, the number of credits the student has scheduled or requested for the upcoming school year is displayed. These courses have not yet been attempted.
- Under **Remaining Plan Credits**, the number of credits included in future years of the student's graduation plan is displayed. This number also takes into account any scheduled credits for the upcoming school year.
- **Credits Lacking** takes into account the credits earned, in progress, and scheduled/requested, and remaining plan credits, and compares them to the credits required for the plan. Any difference is indicated. If all required credits have been accounted for in the subject area, a zero is displayed. Otherwise, the number is displayed and highlighted in red.
- A total is displayed at the bottom of each column in the Total row.

Credit Detail

| I Course not in Graduation Plan | | | CPR Date Completed: | | | | | Speech Date Completed: | | | |
|---------------------------------|------------|-------------|---------------------|----------------|------------------|------------------|-------------|------------------------|-----------------------------|------------------------|-----------------|
| Subject Area | Service ID | School Year | Credits Needed | Credits Earned | Semester 1 Grade | Semester 2 Grade | Final Grade | Credits in Progress | Credits Scheduled/Requested | Remaining Plan Credits | Credits Lacking |
| Language Arts | | | | | | | | | | | |
| ENG 1 PRE AP | 03220100 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 4.0 | 0.0 | | | | 1.0 | 0.0 | 0.0 | 3.0 |
| Speech | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | | 0.0 | 0.0 | |
| Math | | | | | | | | | | | |
| ALG 1 | 03100500 | 15-16 | | 1.0 | 93 | 94 | 94 | | | | |
| GEOM | 03100700 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 4.0 | 1.0 | | | | 1.0 | 0.0 | 0.0 | 2.0 |
| Science | | | | | | | | | | | |
| Total | | | 4.0 | 0.0 | | | | | 0.0 | 0.0 | 4.0 |
| Social Studies | | | | | | | | | | | |
| W GEO | 03320100 | 16-17 | | | | | | 1.0 | | | |
| W HIST | 03340400 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 3.5 | 0.0 | | | | 2.0 | 0.0 | 0.0 | 1.5 |
| Economics | | | | | | | | | | | |
| Total | | | 0.5 | 0.0 | | | | | 0.0 | 0.0 | 0.5 |
| Health | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | | 0.0 | 0.0 | |
| P.E. | | | | | | | | | | | |
| SUBATH1 | PES00000 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 1.0 | 0.0 | | | | 1.0 | 0.0 | 0.0 | |
| Other Languages | | | | | | | | | | | |
| Total | | | 2.0 | 0.0 | | | | | 0.0 | 0.0 | 2.0 |
| Fine Arts | | | | | | | | | | | |
| MUSIBAND | 03150100 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 1.0 | 0.0 | | | | 1.0 | 0.0 | 0.0 | |
| Tech Apps | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | | 0.0 | 0.0 | |
| Career/Tech | | | | | | | | | | | |

The CPR Date Completed field indicates the date on which the student completed courses satisfying the FHSP requirement for cardiopulmonary resuscitation (CPR) instruction.

- The date is maintained on the PGP tab.

The Speech Date Completed field indicates the date on which the student completed courses satisfying the FHSP requirement for speech instruction.

- The date is maintained on the PGP tab.

Under Subject Area, the subject areas covered by the graduation plan assigned to the student are listed. Below each subject, the specific courses taken by the student are listed. The same course may be listed twice if the student took it twice (i.e., failed or did not receive credit the first time).

Under Service ID, the service ID for each course is displayed.

Under School Year, the school year in which the student took the course is displayed.

Under Credits Needed, the total number of credits required for the subject area is displayed on the Total row for the subject area.

Under Credits Earned, if the student has earned credit for the course, the number of credits is displayed by school year. The total credits earned for the subject area is displayed on the subject **Total** row.

- If a class was completed but no credit was awarded, a red 0.0 is displayed in the field.

Under Semester # Grade, the student's semester grade for each course is displayed by school year.

Under Final Grade, if a final grade has been posted for the course, the final grade is displayed by school year.

Credits in Progress, Credits Scheduled/Requested, Remaining Plan Credits, Credits Lacking are the same as the credit summary information.

Report for the Credit Detail can be printed by clicking the Print Credit Detail button



Student:

Texas Unique Stu ID:

| Date Run: 3/7/2017 7:45 AM | | Credit Detail | | Program ID: SGP0350 | | | | | | | |
|--|------------|------------------------|----------------|--------------------------------|-------------|-------------|-------------|---------------------|-----------------------------|------------------------|-----------------|
| Cnty-Dist: 095-901 | | 001 School | | Page: 1 of 1 | | | | | | | |
| Campus: 001 | | School Year: 2017 | | Grade Lvl: 09 | | | | | | | |
| Student: 019118 Trejo, Kendall Grace | | | | Cohort Year: 2020 | | | | | | | |
| Grad Plan: MULTD - Foundation Multi Distinguished | | | | 9th Grade Entry Date: 08-12-16 | | | | | | | |
| Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter) | | | | | | | | | | | |
| DAP Advcd Measures: None | | | | | | | | | | | |
| CPR Date Completed: | | Speech Date Completed: | | | | | | | | | |
| Subject Area | Service ID | School Year | Credits Needed | Credits Earned | Sem 1 Grade | Sem 2 Grade | Final Grade | Credits in Progress | Credits Scheduled/Requested | Remaining Plan Credits | Credits Lacking |
| Language Arts | | | | | | | | | | | |
| ENG 1 PRE AP | 03220100 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 4.0 | 0.0 | | | | 1.0 | 0.0 | 3.0 | |
| Speech | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | 0.0 | 0.0 | 0.0 | |
| Math | | | | | | | | | | | |
| ALG 1 | 03100500 | 15-16 | | 1.0 | 03 | 04 | 04 | | | | |
| GEOM | 03100700 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 4.0 | 1.0 | | | | 1.0 | 0.0 | 3.0 | |
| Science | | | | | | | | | | | |
| Total | | | 4.0 | 0.0 | | | | 0.0 | 0.0 | 4.0 | |
| Social Studies | | | | | | | | | | | |
| W GEO | 03320100 | 16-17 | | | | | | 1.0 | | | |
| W HIST | 03340400 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 3.5 | 0.0 | | | | 2.0 | 0.0 | 1.5 | |
| Economics | | | | | | | | | | | |
| Total | | | 0.5 | 0.0 | | | | 0.0 | 0.0 | 0.0 | 0.5 |
| Health | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | 0.0 | 0.0 | 0.0 | |
| P.E. | | | | | | | | | | | |
| SUBATH1 | PES00000 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 1.0 | 0.0 | | | | 1.0 | 0.0 | 0.0 | |
| Other Languages | | | | | | | | | | | |
| Total | | | 2.0 | 0.0 | | | | 0.0 | 0.0 | 2.0 | |
| Fine Arts | | | | | | | | | | | |
| MUS1BAND | 03150100 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 1.0 | 0.0 | | | | 1.0 | 0.0 | 0.0 | |
| Tech Apps | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | 0.0 | 0.0 | 0.0 | |
| Career/Tech | | | | | | | | | | | |
| COMMPHOT | 13009100 | 16-17 | | | | | | 1.0 | | | |
| Total | | | 2.0 | 0.0 | | | | 1.0 | 0.0 | 0.0 | 1.0 |
| Electives | | | | | | | | | | | |
| Total | | | 5.0 | 0.0 | | | | 0.0 | 0.0 | 10.0 | |
| Local | | | | | | | | | | | |
| Total | | | 0.0 | 0.0 | | | | 0.0 | 0.0 | 0.0 | |
| Total Graduation Plan | | | 27.0 | 1.0 | | | | 7.0 | 0.0 | 23.5 | 1.5 |

ASSIGN PERSONAL GRADUATION PLANS (PGP)

Once you have added all necessary codes and descriptions in the tables, you can apply them to a student's PGP. Some fields on this page are read-only, displaying important graduation plan information.

Maintenance > Student > Individual Maintenance > PGP

The screenshot shows a web-based form for assigning a Personal Graduation Plan (PGP). The form is divided into several sections:

- Foundation:** Lists required courses such as English (1-3 & 1 Adv), Math (Alg 1, Geo, & 1 Adv), Science (Bio, IPC or Adv & 1 Adv), SS (US H, Eco/Govt & WG or WH), Language Other Than English, Physical Education, Electives (22 Credits), and College Career Instruction.
- Endorsement:** Shows a requirement for 26 credits.
- Distinguished:** Lists criteria for distinguished coursework, including English 1-3, Algebra 1-2, Biology 1, US History, English 3, and Algebra 2.
- STAAR EOC Assmnts:** Displays scores for English 1-3 and Algebra 1-2, along with ACT, ACT PLAN, PSAT, and SAT scores (Composite and Section Scores).
- College Readiness:** Shows scores for Math and Read in English and Science, and TSI Required status.
- Diagnostic Info:** Includes checkboxes for Dyslexia, LEP, Migrant, Spec Ed, and Retained.
- Industry Credentials or Certification:** A table for tracking certifications with columns for Date and Status.
- Accelerated Learning Plan:** A table for tracking accelerated learning with columns for Date and Status.
- Monitor Plan:** A table for tracking monitoring with columns for Date and Status.
- Parent's Educational Expectation:** A dropdown menu for selecting the parent's educational expectation.
- Endorsements:** A table for tracking endorsements with columns for Category (STEM, Public Services, Business and Industry, Multi Disciplinary Studies, Arts and Humanities), Status (0 - Not Participating), and Date Completed.
- PGP Acknowledgment:** A section for signatures and dates, including Student Signature, Parent Signature, and Counselor Signature.

The Foundation section displays the courses required to complete the Foundation High School Program.

- Indicate if the student is participating or has completed the program.

The Endorsement section displays the courses required to complete an endorsement.

The Distinguished section displays the criteria required to achieve distinguished coursework.

- Indicate if the student is participating or has completed the program.

The STAAR EOC Assmnts section displays the highest Student Academic Performance levels for each EOC assessment, as well as the student's cumulative GPA, and cumulative rank.

The College Readiness section displays composite or combined scores, and reading and math scores for PSAT, ACT Plan, SAT, and ACT.

In the College Readiness fields, indicate up to four different exams that exempt the student from Texas Success Initiative exam, including the exam dates. You can only select an exam if the student received the minimum score.

- If at least one score exempts the student from TSI, "TSI Exempt" is displayed next to the exam.
- If no exams have been indicated, "TSI Required" is displayed.
- Both Algebra 2 and English 3 exams must meet the minimum score and be selected to exempt the student from Texas Success Initiative exam based solely on STAAR EOC.

The screenshot shows a graduation plan form with the following sections:

- Foundation:** 4 English (English 1-3 & 1 Adv), 3 Math (Alg1, Geo, & 1 Adv), 3 Science (Bio, IPC or Adv & 1 Adv), 3 SS (US H, Eco/Govt & WG or WH), 2 Language Other Than English, 1 Fine Arts, 1 Physical Education, 5 Electives (22 Credits).
- Endorsement:** 1 Math (Adv), 1 Science (Adv), 2 Electives (26 Credits).
- Distinguished:** (26 Credits) with 4 Science Endorsement.
- STAAR EOC Assmnts:** English 1, English 2, Algebra 1, Biology 1, US History, English 3, Algebra 2.
- College Readiness:** ACT Composite, ACT PLAN Composite, PSAT Old Combined, PSAT New Combined, PSAT Section Scores, SAT Combined, SAT Section Scores.
- Diagnostic Info:** Dyslexia, LEP, Migrant, G/T, Spec Ed, Retained.
- Industry Credentials or Certification:** Table with Date column.
- Accelerated Learning Plan:** Table with Date column.
- Monitor Plan:** Table with Date column.
- Parent's Educational Expectation:** Table with Date column.
- Endorsements:** The Student must have 26 credits for an endorsement or distinguished level of achievement.

| | Date Completed |
|----------------------------|-----------------------|
| STEM | 0 - Not Participating |
| Public Services | 0 - Not Participating |
| Business and Industry | 0 - Not Participating |
| Multi-Disciplinary Studies | 0 - Not Participating |
| Arts and Humanities | 0 - Not Participating |
- PGP Acknowledgment:** The importance of a High School Graduation Plan is to indicate that endorsements, the distinguished level of achievement, and the importance of postsecondary education, automatic college admission, and eligibility for financial aid have been explained to me.

| | Date |
|---------------------|------|
| Student Signature | |
| Parent Signature | |
| Counselor Signature | |

The Diagnostic Info section displays information about the student's participation in the Dyslexia, LEP, Migrant, Gifted/Talented, and Special Education programs, and whether the student was retained.

Under Industry Credentials or Certification,

- Select credentials or certificates, and enter the date on which they were completed.

Under Accelerated Learning Plan,

- Select the accelerated learning plans in which the student participates.

Under Monitor Plan,

- Select monitor plans.

Under Parent's Educational Expectations,

- Select parent/guardian expectations. These are set up by the district and should be something that has been discussed with the student's parents. Having clear goals helps establish what graduation plan best suits the student.

Under Endorsements, indicate if the student is not participating, participating, or has completed an endorsement:

- STEM
- Public Services
- Business and Industry
- Multi-Disciplinary Studies
- Arts and Humanities

If you select 2 - Completed for any endorsements, you must enter a date in the Date Completed field next to that endorsement.

Under PGP Acknowledgment,

- Enter dates for Student Signature, Parent Signature, and Counselor Signature to indicate that the student, parent/guardian, and counselor have all reviewed the PGP.

Maintenance > Student > Individual Maintenance > Performance Acknowledgments

The screenshot shows a web application interface for 'Performance Acknowledgments'. It features several tabs: 'Grade Level Course Detail', 'Credit Summary', 'Credit Detail', 'PGP', and 'Performance Acknowledgments'. The 'Performance Acknowledgments' tab is selected. Under this tab, there are two main sections. The first is 'College Board AP/IB Examinations', which contains a table with columns for 'Defers', 'Admin', 'Month', 'Code', and 'Description'. Below the table is an '+Add' button. The second section is 'Natl/Intl Business or Industry Certification', which has columns for 'Origin', 'Certification', and 'Date'. Below this section is an 'Outstanding Performance Assessment' field with the value 'N/A'. At the bottom of the interface, there are two dropdown menus: 'Bilingual/Biliteracy' and 'Dual Credit', each with a date field next to it.

Students who have taken the College Board Advanced Placement Examinations may be eligible for advanced placement and appropriate credit. Under College Board AP/IB Examinations,

- Click +Add to add an exam for which the student scored a 3 or higher.

In the Admin field, type the year in which the exam was administered. The current year is displayed by default but can be changed.

In the Month field, select the month in which the exam was administered.

In the Code field, select the code indicating the specific acknowledgement. The Description field is read-only and displays the description of the code.

To delete an exam, click . The row is shaded red to indicate that it will be deleted when you click Save. You can select multiple rows to be deleted at the same time.

Note: If you manually entered an AP exam with a score of 3 or higher in the Test Scores application on Maintenance > Individual Maintenance > AP, a corresponding AP exam record is automatically added to this section.

The Natl/Intl Business or Industry Certification section is read-only and displays any internationally or nationally recognized credentials or certifications. The data in this section is maintained on the PGP tab.

The Outstanding Performance Assessment section is read-only and indicates if the student received acknowledgment for his performance on the ACT, ACT PLAN, PSAT, or SAT exam.

In the Bilingual/Biliteracy field, indicate if the student has been recognized for bilingualism/biliteracy by receiving qualifying grades in English as well as another language, and met the exit criteria for the ESL program, and also scored at the Advanced High Level on the TELPAS test. In the corresponding date field, type the date on which the student met the criteria for acknowledgment in bilingualism/biliteracy.

- If the Bilingual/Biliteracy field is set to 1 (Acknowledgment for Bilingualism/Biliteracy), a date is required.
- If you enter a date, the Bilingual/Biliteracy field must be set to 1.
- The date cannot be in the future.

In the Dual Credit field, indicate if the student received acknowledgment for his performance in a dual credit course by taking at least 12 hours of college academic courses, or earning an associate's degree while in high school.

In the corresponding date field, type the date on which the student met the criteria for acknowledgment in a dual credit course.

If the Dual Credit field is set to 1 (acknowledgment for Associate degree) or 2 (acknowledgement for College credit hours), a date is required.

- If you enter a date, the Dual Credit field must be set to 1 or 2.
- The date cannot be in the future.

Click Save.

PRINT PERSONAL GRADUATION PLANS (PGP)

Save

Student: 019118 : Trejo, Kendall Grace

Retrieve

Move to Request

Print Credit Detail

Texas Unique Stu ID: 3295728698

Directory

Change Plan

PGP

Grade Level: 09 9th Grd Entry Dt: 08-12-2016 Graduation Plan: MULTD - Foundation Multi Distinguished
 Cohort: 2020 PEIMS Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter)

Click PGP to view the student's personal graduation plan. The report opens in another window.

| 001 School | | Personal Graduation Plan | | | | | | | | | | Date: 03/07/2017 | | | |
|---|--|------------------------------|---------------------------|-----------------------------------|--------------|-------------------------------|--|---|----|----------------------|---------|------------------|----------------------|---------|----|
| Student ID: 019118 Name: Trejo, Kendall Grace | | DOB: 05/05/2001 | | Grade Level: 09 | | Cohort Year: 2020 | | Graduation Plan: MULTD - Foundation Multi Distinguished | | | | | | | |
| CPR Date Completed: | | Enrollment | | Enrollment | | Date | | STAAR EDC Assessment | | College Readiness | | Diagnostic Info | | | |
| 4 English (English 1-3 & 1 Adv) | | (22 Credits) | | (23 Credits) | | STEM | | English 1 | | Math Read | | Engl Sa | | | |
| 3 Math (Alg 1, Geometry & 1 Adv) | | 1 Math (Adv) | | 1 Science | | Public Services | | English 2 | | ACT Composite | | Dyslexia No | | | |
| 3 Science (Bio, IPC or Adv & 1 Adv) | | 1 Science (Adv) | | 1 Algebra 2 | | Business & Industry | | Algebra 1 | | PLAN Composite | | LEP No | | | |
| 3 SS (USH, Eco/Govt & WG or WH) | | 2 Electives | | Enrichment | | Multi-Discip Studies | | Biology 1 | | PSAT Old Combined | | Migrant No | | | |
| 2 LOTE | | | | Pursuing | | Arts & Humanities | | US History | | PSAT New Combined | | GT No | | | |
| 1 PE | | | | Pursuing | | | | English 3 | | SAT Combined | | Special Ed No | | | |
| 5 Electives Pursuing (22 Credits) | | | | | | | | Algebra 2 | | SAT Section Scores | | Retained | | | |
| College Career Instruction No | | | | | | | | Cum GPA | | 0.0000 | | | | | |
| | | | | | | | | Cum Rank | | 0 | | | | | |
| | | | | | | | | College Readiness: | | TST Required | | | | | |
| JHMS Credits | | Credits | SE | 9th Grade - 16/17 | Credits | SE | 10th Grade - 17/18 | Credits | SE | 11th Grade - 18/19 | Credits | SE | 12th Grade - 19/20 | Credits | SE |
| ALG 1 | | 1.0 | | OSMHPOT | 1.0P | | ALG 2 Pre AP | 1.0G | Q | CHEM PRE AP | 1.0G | Q | ANATHEP3 | 1.0G | |
| | | | | ENG 1 FRE AP | 1.0P | Q | ENG FRE AP | 1.0G | Q | ENG 3 Pre AP | 1.0G | Q | APCALCAS | 1.0G | P |
| | | | | GEOM | 1.0P | | EUSIM1 | 1.0G | | MUSBAND | 1.0G | | Distance | 0.5G | |
| | | | | MUSBAND | 1.0P | | CHILDEV | 1.0G | | PHYSICS PRE AP | 1.0G | Q | ENG 4 DC | 1.0G | D |
| | | | | SUBATH1 | 1.0P | | ENG 2 Pre AP | 1.0G | Q | PRE CALC | 1.0G | Q | GOVT DC | 0.5G | D |
| | | | | W GEO | 1.0P | | MUSBAND | 1.0G | | SPAN2 | 1.0G | | LNURTWEL | 0.5G | |
| | | | | W HIST | 1.0P | | SPAN 1 | 1.0G | | SUBATH3 | 1.0G | | MUSBAND | 1.0G | |
| | | | | | | | SUBATH2 | 1.0G | | US HIST DC | 1.0G | D | SPAN3 | 1.0G | |
| | | | | | | | | | | | | | SUBATH4 | 1.0G | |
| GP Completed Credits | | 1.0 | | GP Completed Credits | 0.0 | | GP Completed Credits | 0.0 | | GP Completed Credits | 0.0 | | GP Completed Credits | 0.0 | |
| GP Projected Credits | | 0.0 | | GP Projected Credits | 7.0 | | GP Projected Credits | 8.0 | | GP Projected Credits | 8.0 | | GP Projected Credits | 7.5 | |
| GP = Graduation Plan | | P = Current Year In Progress | | S = Next Year Requested/Scheduled | | G = Future Graduation Courses | | I = Course Not In Graduation Plan | | | | | | | |
| Industry Credentials or Certification | | Date | Accelerated Learning Plan | | Monitor Plan | | PGP Acknowledgment | | | | | | | | |
| N Cosmetology (National) | | 03/03/2017 | | | | | The importance of a High School Graduation Plan is to indicate that endorsements, the distinguished level of achievement, and the importance of postsecondary education, advanced college entrance, and eligibility for financial aid have been explained to me. | | | | | | | | |
| | | | | | | | Student Signature: _____ Date: _____ | | | | | | | | |
| | | | | | | | Parent Signature: _____ Date: _____ | | | | | | | | |
| | | | | | | | Counselor Signature: _____ Date: _____ | | | | | | | | |
| Parent's Educational Expectation for the student: | | | | | | | | | | | | | | | |

Move Courses to Request

Move Courses to Requests by Grade Level

Use the Mass Move to Request Utility

Utilities > Mass Move to Requests

The Mass Move to Requests utility allows you to move the courses from students' graduation plans to course requests in Scheduling by grade level.

Utilities > Mass Move to Requests

Select the grade level for which
Grad Plan courses will be moved to
Scheduling Course Requests

Execute

Grade Level

09 ▼

In the Grade Level field, select the current year grade level of the students for which you want to move graduation plan courses to Scheduling course requests.

Note that this is the student's current year grade level. Courses are moved to Scheduling for the student's next year grade level.

Click Execute to move the graduation plan course to Scheduling course requests for the grade level specified. A message is displayed asking you to confirm that you want to move the courses.

Assign Graduation Plans and Move Courses to Requests Move Requests Manually

Maintenance > Student > Individual Maintenance

You may move individual students' requests to Scheduling as part of the Individual Maintenance page.

The screenshot shows a web interface for individual student maintenance. It includes a 'Save' button on the left. The main area contains two input fields: 'Student: 019118 : Trejo, Kendall Grace' and 'Texas Unique Stu ID: 3295728698'. To the right of these fields are several buttons: 'Retrieve', 'Directory', 'Move to Request' (circled in red), 'Print Credit Detail', 'Change Plan', and 'PGP'. Below the input fields, there is a table of student details:

| | | |
|-----------------|------------------------------|--|
| Grade Level: 09 | 9th Grd Entry Dt: 08-12-2016 | Graduation Plan: MULTD - Foundation Multi Distinguished |
| Cohort: 2020 | | PEIMS Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter) |

Click the **Move to Request** button.

A message is displayed asking you to confirm you want to move all next year requests for the student to Scheduling.

Click OK to continue.

The courses are moved to request in the Scheduling application and the Courses not Moved to Requests report, if applicable, is displayed.

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.