CCAHS Completer Workaround 5-15-25

CCAHS Completer Temporary Workaround Steps in IC

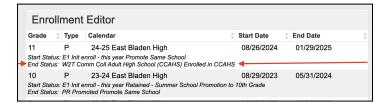
Temporary Workaround Steps for SY 2024-2025 in Infinite Campus:

- Select the student with a W2T (inactive) enrollment record.
- 2. Navigate to Student Information

 > State Programs > Dropout

 and complete the required

 information if the dropout record doesn't exist.



State Programs

Digital Learning Dashboard

Pregnant And Parenting

ALPS

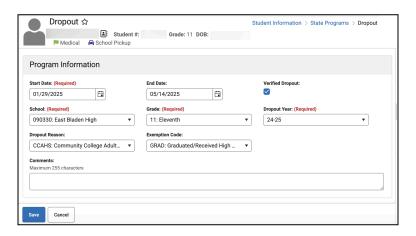
Crisis Event

<u>Dropout</u> ←

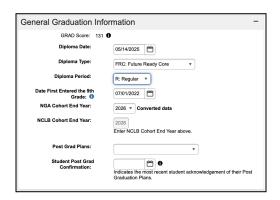
Read to Achieve

- Refer to <u>Dropout (North Carolina)</u> to start **New** record and complete all **required** fields.
 - i. For CCAHS completers enter
 - 1. Start Date: Date student dropped out.
 - End Date: date the student completed the CCAHS program.
 - 3. Verified Dropout box is checked.
 - Enter **Dropout Reason**: CCAHS: Community College Adult High School
 - 5. Exemption Code:

Grad: Graduated/Received High School Diploma

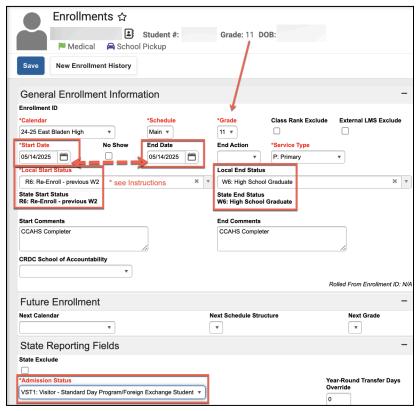


- Go to Student Information > General >
 Graduation and enter the appropriate fields including
 - a. **Diploma Date** CCAHS completion date
 - b. **Diploma Type** select FRC: Future Ready Core
 - c. **Diploma Period** Regular



CCAHS Completer Temporary Workaround Steps in IC

- Return to the Enrollment screen:
 - Create a New enrollment record.
 - b. Enter the **Start** and **End Date** as the same day—this should be the date the student completed the CCAHS program.
 - c. **Grade Level** = grade level of W2T record (do not promote student)
 - 5/16 NOTE: For a 9th grade W2T CCAHS completer only when creating the new enrollment record with a Local End Status of W6, you must update the student's grade level to '10'. This change is required due to policy: students must be in grade 10 or higher to be considered eligible for graduation. If the student remains listed as a 9th grader, they will not appear on the GDV report.
 - d. Do not check the No Show box.
 - e. Set the Local Start Status =
 - i. **R6** if re-enrollment is in the same school year OR
 - ii. **E1** if re-enrollment is in a new school year
 - Set the Local End Status = W6 High School Graduate.
 - g. Set Admission Status to = VST1



NOTE: There is a current known issue on the **Dropout** screen where the Verified checkbox does not hold the checkmark when reviewing the saved record. IC is currently working to correct this issue. Printing the Dropout report will show Verified Dropout = True.