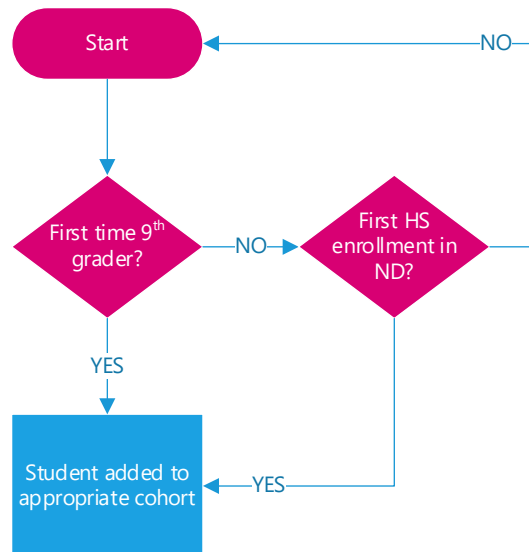


Graduation and Dropout Rate

The graduation report is part of the overall enrollment report. A district will mark students as 'graduate' at the end of the school year when the students have successfully completed all requirements to receive a diploma from the district.

Students who **receive a GED** are not considered a graduate of the district and must be marked as 'dropout'. Students who are **in the process of completing their GED**, can transfer credits to a district and continue pursuing their diploma. The district will need to establish a policy on accepting the credits.



Students who receive SpecEd services **should not be marked as 'graduate'** if they will continue to receive services in the next school year.

Students are added to a graduation cohort once they start the 9th grade. They are also added to an appropriate cohort the first time they enroll in a North Dakota District in grades 10-12.

Students are removed from a cohort if they are exited as **deceased** or **transferred out of district**.

Students in Homeschool (homebased) status or attending a nonpublic school are not counted in a school's graduation cohort (even if they did receive some course work from the public school district).

Students who have reached maximum age would have impacted your cohort when they were marked as 'continued' during their cohort year.

Students marked as 'graduate' will be in the numerator of the graduate rate calculation. Students marked as 'continued' or 'dropout' will be part of the denominator.

Students who graduate early can be marked as 'graduate' but will impact their assigned cohort year.

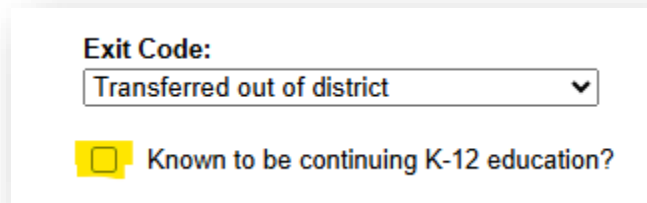
Be aware of students in a cohort who were marked as 'continued' in previous years, but never attended your district the following year. They will still have a negative impact on your cohort graduation calculation.

Dropout Rate

Previously, when a student was exited as '**Transferred Out of District**' it would remove them from the graduation rate, but not from the Dropout Rate unless there was a subsequent enrollment in another ND District.

We found several instances where the parent/guardian indicated they were moving out of state, intended to homeschool or attend a non-public school. In these cases, there was not a subsequent enrollment in another ND District and those students remained on the dropout rate.

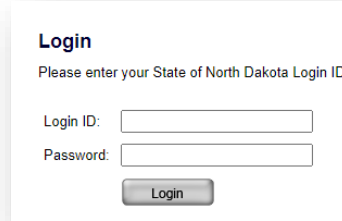
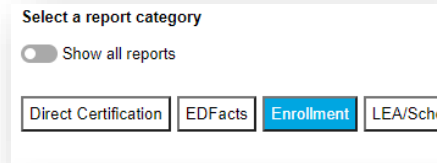
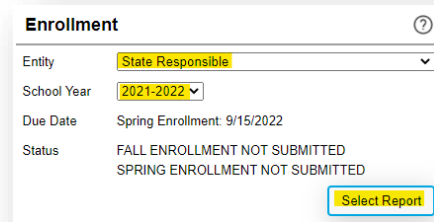
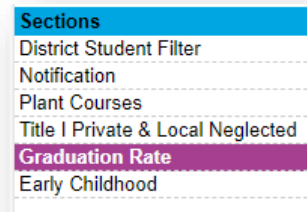
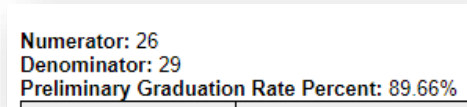
For cases where the parent/guardian indicates they are moving but will be continuing K-12 education, we added a checkbox below the exit code. Checking this box will **remove the student from the dropout rate calculations**.

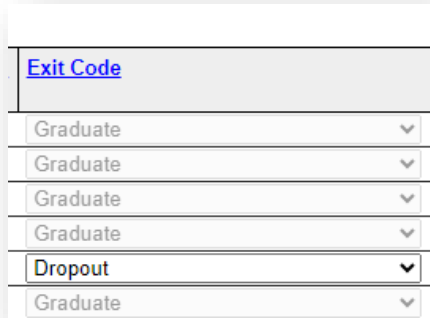
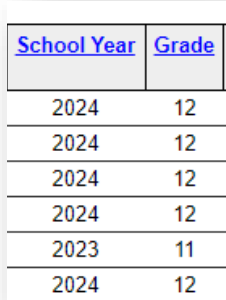
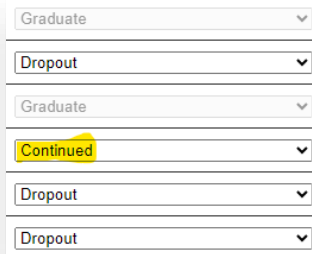


Exit Code:
Transferred out of district ▼

☐ Known to be continuing K-12 education?

Step 1 – Review your Graduation Rate

Narrative	Screenshot
<p>Log into STARS</p> <p>Enter login ID and Password</p> <p>Hit Login</p>	
<p>Select the Enrollment report group</p>	
<p>On the Enrollment report, select your district from the 'Entity' dropdown</p> <p>Select the current school year from the 'School Year' dropdown</p> <p>Hit 'Select Report'</p>	
<p>Select 'Graduation Rate'</p>	
<p>You can quickly see the numerator and Denominator numbers and the grad rate calculation at the top of the table listing the students in this year's cohort</p>	

Narrative	Screenshot														
<p>This is a list of students in this year's cohort (not necessarily all seniors)</p> <p>On the right side of the table, you can see a column titled 'Exit Code'. This indicates the student's exit code</p> <p>If the field is grayed out, the student is in this year's enrollments in STARS and must be changed there</p> <p>If the field is editable, the student is in a previous year's enrollment in STARS and can be edited here (in grad report)</p>	 <p>The screenshot shows a dropdown menu for 'Exit Code'. The options are: Graduate, Graduate, Graduate, Graduate, Dropout (highlighted), and Graduate.</p>														
<p>In the middle of the screen, you should see the school year and grade that shows the school year and grade that corresponds to when they exited in STARS</p>	 <p>The screenshot shows a table with two columns: 'School Year' and 'Grade'. The data rows are:</p> <table border="1"> <thead> <tr> <th>School Year</th><th>Grade</th></tr> </thead> <tbody> <tr><td>2024</td><td>12</td></tr> <tr><td>2024</td><td>12</td></tr> <tr><td>2024</td><td>12</td></tr> <tr><td>2024</td><td>12</td></tr> <tr><td>2023</td><td>11</td></tr> <tr><td>2024</td><td>12</td></tr> </tbody> </table>	School Year	Grade	2024	12	2024	12	2024	12	2024	12	2023	11	2024	12
School Year	Grade														
2024	12														
2024	12														
2024	12														
2024	12														
2023	11														
2024	12														
<p>Pay specific attention to students who were marked as 'continued' in previous years</p> <p>They still count against your cohort graduation rate and their exit codes may need to be updated</p>	 <p>The screenshot shows a dropdown menu for 'Exit Code'. The options are: Graduate, Dropout, Graduate, Continued (highlighted), Dropout, and Dropout.</p>														