Interim Cohort Excerpt from the CALPADS Data Guide

5/8/2018

Four-Year Adjusted Cohort Graduation Rate (ACGR)

The CDE is required to annually report a 4-year Adjusted Cohort Graduation Rate (ACGR) based on the federal Every Student Succeeds Act (ESSA) and its non-regulatory guidance published in January 2017. The same ACGR is used in California's accountability system and is annually posted on the California School Dashboard. To meet this reporting requirement, LEAs must maintain student enrollment and exit records in CALPADS, which includes exiting all students at the end of each school year and enrolling students in the next school year, and providing information on how students in the cohort completed. The purpose of this section is to:

- Explain the reporting time frame for the ACGR.
- Define terms related to graduates.
- Explain how students will be identified as graduates and completers.
- Explain which entities will get credited with graduate counts.
- Explain how this data area used.

ACGR reporting cycle

The cohort reporting cycle is 07/01/Year1 – 06/30/Year 4; however, LEAs may report students who graduate by August 15 of the fourth year (cohort outcome period). This provides LEAs with additional time to report summer graduates.

What is ACGR?

The ACGR is the number of students who graduate with a regular high school diploma from a school (that includes grade 12), divided by the number of students who began 9th grade four years earlier at that school adjusted for students who transfer in and out of the school in grades 9, 10, 11 or 12. "Graduates" as defined (numerator) Students in 4-year cohort based on initial 9th grade entry year (denominator)

Who is in the cohort?

(denominator) All students who:

- First enrolled in the school in grade nine four years ago.
- Dropped out of the school over the four years.
- Transferred into the school over the four years (in grades 9, 10, 11, 12).
- Transferred to another California public school during the four years but never enrolled in another California school (lost transfer).
- Transferred to Adult Education or community college. Minus students who are removed from the cohort because they:
  - Transferred to another California public school (confirmed by a subsequent enrollment in CALPADS).
  - Transferred to a private school.*

- Transferred to another state.*
- Moved to another country.*
- Died.*
- Transferred to an institution that is not primarily academic (e.g. justice system) and is in a secondary program leading to a regular high school diploma or state-defined alternate diploma.*

*LEA must maintain supporting documentation (see section "What documentation are LEAs required to maintain?"

Who is a graduate?

(numerator) A high school graduate is defined as:

- A student who withdrew from/left school after meeting all state and local high school graduation requirements and the district/school has acceptable documentation that the student received a "regular high school diploma" equivalent to the standard high school diploma awarded to the preponderance of students in the State that is fully aligned with the State's standards and does not include a general equivalency diploma, certificate of completion, certificate of attendance, or any other similar or lesser credential, such as a diploma based on meeting Individualized Education Program (IEP) goals; OR
- As specified in California Education Code (EC) section 51225.1, a student in foster care, a student who is homeless, or a former juvenile court school student who transfers between schools any time after the completion of the pupil's second year of high school, completes all requirements specified in EC Section 51225.3."

NOTE: California Education Code section 48412(2) specifies that students who pass the California High School Proficiency Exam (CHSPE) shall receive a "certificate of proficiency" and that the certificate "shall be equivalent to a high school diploma." However, these students are not counted as graduates based on the federal definition of a regular high school graduate as specified in the Every Student Succeeds Act non-regulatory guidance, published January 2017.

What are cohort outcomes?

Every student remaining in the cohort at the end of the four-year cohort outcome period has an outcome. Cohort outcomes fall into the following categories: graduates, non-graduate completers, other transfers, still enrolled, and dropouts. Rates for each cohort outcome are calculated by cohort outcome (numerator) / total cohort (denominator). To provide a comprehensive picture of outcomes for all students in a cohort, the CDE currently displays cohort outcomes on DataQuest. The CDE will be modifying the DataQuest reports to reflect recent changes to the ACGR, and to add more information about graduates (for example, counts of graduates having met UC/CSU entrance requirements). Students exited with the following CALPADS exit/completion codes fall into the corresponding cohort outcome categories:

CALPADS Exit/Completion Code	CALPADS Exit/Completion Code Name	Graduate in ACGR	Cohort Outcome Category
100	Graduated, Standard High School Diploma	Yes	Graduate
120	Special Education Certificate of Completion	No	Non-Graduate Completer*
250	Adult Education High School Diploma	No	Non-Graduate Completer*
320	Received a High School Equivalency Certificate (and no standard HS diploma) Note: This now includes the General Educational Development (GED) exam, the High School Equivalency Test (HiSET), and the Test Assessing Secondary Completion (TASC).	No	Non-Graduate Completer*
330:	Passed CHSPE (and no standard HS diploma)	No	Non-Graduate Completer*
360:	Completed grade 12 without completing graduation requirements, not grad	No	Dropout
T260 T280	Transferred to Adult Education Transferred to College	No	Other Transfer*
T380	Transferred to Institution with No High School Diploma Program	No	Dropout
Cohort Dropout (see following section on Cohort Dropouts)	n/a	No	Dropout
n/a	Students enrolled by September 15 of the year following last cohort year	No	Still Enrolled

* DataQuest cohort reports will be updated to reflect all non-graduate completer and other transfer categories.

Who are cohort dropouts?

Cohort dropouts are students who remain in the cohort and who did not graduate, complete in some manner, or transfer to an adult education program or college and do not re-enroll in another California public school to complete graduation requirements. In addition students exited with the CALPADS exit codes indicating they have transferred to

another California public school are counted as dropouts if there are no subsequent enrollments in another California public school (lost transfers).

LEAs are also required to receive and maintain written documentation that confirm student transfers that remove them from the cohort, such as transferred to a private school. If such documentation is not available/received/maintained, the LEA should change the exit code to E140 – No Known Enrollment – Truant, which would make them a dropout. Confirmation that such documentation exists is included in the CDE's Federal Program Monitoring (FPM).

The table below, summarizes the CALPADS exit/completion codes and the scenarios in which they may be counted as a dropout:

CALPADS Exit/Completion Code	CALPADS Exit/Completion Code Name	Student is counted as a cohort dropout…
E140	No Known Enrollment Truant	If CALPADS finds it is the final enrollment in cohort outcome period
E150	Midyear Enrollment- Update	If CALPADS find it is the final enrollment in cohort outcome period
E155	Year End Enrollment Exit – Same School	If CALPADS finds it is the final enrollment in cohort outcome period
E300	Expelled No Known Enrollment	If CALPADS finds it is the final enrollment in cohort outcome period
E400	Other Or Unknown	If CALPADS finds it is the final enrollment in cohort outcome period
E410	Medical Reasons	If CALPADS finds it is the final enrollment in cohort outcome period
E490	Summer or Intersession Exit	If CALPADS finds it is the final enrollment in cohort outcome period
T160	Transfer to a California School - Regular	If CALPADS finds it is the final enrollment in cohort outcome period (lost transfer)
T165	Transfer Special Discipline Reasons Or Judge Referral	If CALPADS finds it is the final enrollment in cohort outcome period
T167	Transfer to Alternative School or Program	If CALPADS finds it is the final enrollment in cohort outcome period
T380	Transfer to Institution with no high school diploma program	If CALPADS finds it is the final enrollment in cohort outcome period.

Students who are removed from the cohort that should be updated as dropouts if there is no written confirmation.

LEAs are required to receive and maintain written documentation that confirm student transfers that remove them from the cohort, such as transferred to a private school. If such

documentation is not available/received/maintained, the LEA should change the exit code to E140 – No Known Enrollment – Truant, which would make them a dropout. Confirmation that such documentation exists is included in the CDE's Federal Program Monitoring (FPM).

The table below, summarizes the CALPADS exit/completion codes that should be updated to a dropout code if the transfer removing the student from the cohort cannot be confirmed:

CALPADS Exit/Completion Code	CALPADS Exit/Completion Code Name	Student exit code should be updated to a dropout code …
T180	Transfer to a Private School	If written documentation confirming transfer is not received, then LEA should change exit code to E140, at which point the student will be counted as a dropout.
T200	Transfer to a school in US (outside of California)	If written documentation confirming transfer is not received, then LEA should change exit code to E140, at which point the students will be counted as a dropout.
T240	Transfer Outside of US (in another country)	If written documentation confirming transfer is not received, then LEA should change exit code to E140, at which point the student will be counted as a dropout.
T370	Transfer to an institution that is not primarily academic (justice system) and is in a secondary program leading to a regular high school diploma or state-defined alternate diploma	If the student is in a facility (juvenile hall, prison) that does not have a program that leads to a regular or alternative high school diploma, or if the student will not be in the facility for sufficient duration to receive a regular or alternate diploma, then the LEA should change the exit code to *T380 – Transfer to an Institution No High School Diploma.*

What documentation is required to support certain transfers?

The ESSA High School Graduate Rate Non-Regulatory Guidance specifies that the following written documentation is required to support the transfers and exits in the table below. If such documentation is not received or maintained, the LEA should update the student exit to an E140 – *No Known Enrollment – Truant*.

CALPADS Exit Code	CALPADS Exit Code Name	The LEA must have written documentation such as…
T180	Transfer to a Private School	• A request for student records from a receiving private school in California • A written record of a response from an official (in the receiving school or program acknowledging the student's enrollment
T200	Transfer to a school in US (outside of California)	• A request for student records from a U.S. school outside California • A written record of a response from an official in the receiving school or program acknowledging the student's enrollment
T240	Transfer Outside of US (in another country)	• A written confirmation that a student has emigrated to another country, such as a documented conversation by the school administrator and the student's parent that is placed in the student's file An official written documentation, such a request for student records, is **not** required
E130	Died: Student died while enrolled in school or student completed the year and was expected to return, and died during the summer break.	• A letter from a parent • An obituary Official written documentation of a student's death, such as a death certificate, is **not** necessary.
T370	Transfer to Institution with high school diploma program	• Written confirmation that the institution has a school or provides an educational program from which the student is expected to receive a regular high school diploma or state-defined alternate diploma, and that the student will be in the facility for sufficient duration to receive a regular or alternate diploma.

How is the ACGR used?

The ACGR is an important state and federal accountability measure. The CDE reports the ACGR to the federal U.S. Department of Education to meet Every Student Succeeds Act (ESSA) reporting requirements, and is used to create the Graduation performance indicator in the California School Dashboard. **Where are all the rules for the ACGR?**

The ACGR is based on rules specified in the federal Every Student Succeeds Act (ESSA) and its High School Graduation Rate Non-Regulatory Guidance published in January 2017. The non-regulatory guidance can be found here:
https://www2.ed.gov/policy/elsec/leg/essa/essagradrateguidance.pdf

The rules and methodology for calculating the graduation performance indicator on the California School Dashboard are included in the California School Dashboard Technical Guide. This Guide is updated annually and is posted on the CDE's Web site.

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Introduction   LEAs are required to submit exit information to the CDE on an ongoing basis, and they are required to certify their exit information during the Fall 1 submission. *Student exit reason code* and *student school completion status* are elements used to submit exit information to the CDE during the academic year.

This section identifies:

Valid grade levels for each *student exit reason code* and *student school completion status*.
How each code and status will be grouped (e.g., dropout, graduate, transfer, completer, lost transfer) for state and federal reporting purposes.

Student Exit Reason Code versus Student School Completion Status

Student Exit Reason Code
When a student exits a school, the LEA must submit an *exit date* and a *student exit reason code* to CALPADS.

The *student exit reason code* refers to the category or condition under which a given student has left/exited a school in the California public educational system.

NOTE: *"Student exit reason code"* is the public name of the data element, while its CALPADS Code Set name is: *Student exit category*. This distinction is mentioned here because the CALPADS Code Set name is the one used on the following pages.
Readers of this guide should simply understand that "student exit reason code" is synonymous with "student exit category."

Student School Completion Status
If a student exited a school because he or she completed a given academic program (Student Exit Category E230: Completer Exit), then the LEA must also submit a *student school completion status*.

The *student school completion status* is defined as a student's state of completion of an academic program in a given educational service institution.

NOTE: *"Student school completion status"* is the public name of the data element, while its CALPADS Code Set Name is: *"School completion status."* This distinction is mentioned here because the CALPADS Code Set name is the one used on the following pages.
Readers of this guide should simply understand that "student school completion status" is synonymous with "school completion status."

Student exit category   The following table shows how the various s*tudent exit category* codes will be grouped for state and federal reporting purposes. Note that the term used here is *student exit category,* which is the CALPADS Code Set name for *student exit reason code* (the two are synonymous).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
E125	**PriorComplSpecEd:** Student exited a special education transition program and was previously reported as receiving a special education certificate of completion, passing the California High School Proficiency Examination (CHSPE), or passing the General Educational Development (GED) test.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	
E130	**Died:** Student died while enrolled in school or student completed the year and was expected to return, and died during the summer break.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	A school or LEA must have written confirmation that a student is deceased before removing the student from the cohort (34 C.F.R. §200.19(b)(1)(ii)(B)). A letter from a parent or an obituary is sufficient documentation. Official written documentation of a student's death, such as a death certificate, is not necessary.

Continued on next page

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
E140	**NoKnownEnrollTruant:** The student, age six up until age 18, is truant as defined by *Education Code* Section 48260 (a), and: (1) has been referred to a local or county School Attendance Review Board (SARB) by the local educational agency (LEA) after the LEA has taken all statutory truancy intervention steps; or (2) cannot be located by the LEA after the LEA has completed a full investigation as to the whereabouts of the student.	Yes	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	LEAs should include those students who leave school due to pregnancy, as well as leave school for a job, marriage, etc. LEAs should not use this code for "no shows."
E150	**MidYearEnrollmentUpdate:** The student is not exiting the school but one or more of the following pieces of information about the student is being updated: • Grade level, greater than 14 days before the end of the school year; • Student School Transfer Code; or • District of Geographic Residence • Enrollment Status Code	No	No	No	K–12, AD, ungraded elementary, ungraded secondary.	Do NOT use this code if the student is exiting the school for any reason. CALPADS will also expect a subsequent enrollment record the day after the Enrollment Exit Date (the date the enrollment update is occurring).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
E155	**YearEndEnrlmntExitSameSchl**: The student exited a grade level (excluding high school completion) during the last 14 days of the current academic year because of summer break or year-end intersession. This exit code is to be used for students expected to return to the same school. Do NOT use this code for students that are not expected to return to the same school in the following academic year.	No However, if the student never shows up at the school or any other school in California, the student will be counted as a dropout.	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This end-of-year grade level exit represents that a student is exiting a grade for the academic year. Upon subsequent enrollment, the student may be enrolled in a grade representing promotion, retention, or demotion Note: If the student completed the last grade offered at the school, use Student Exit Category=E230 [Completer Exit] and School Completion Status=480 [Promoted/ Matriculated] instead of this code.
E170	**SecEnrlExit:** Student who was enrolled with a secondary Enrollment Status Code (20) in any grade, exited/withdrew from school.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This code can only be used with secondary enrollment status records.

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
E230	**CompleterExit:** Student left school after completing his/her academic program at this school, whether or not the completion resulted in high school graduation. This includes students who reach the maximum age for high school but who do not have enough credits to graduate.	This depends on the School Completion Status element.	This depends on the School Completion Status element.	This depends on the School Completion Status element.	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This code **must** be accompanied with a School Completion Status.
E300	**ExpelNoKnownEnroll:** Student left school after being expelled, was subsequently referred to another educational service institution, but never showed up, and attempts to locate the student were unsuccessful	Yes	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	Do NOT use this code if the district took the appropriate steps to refer the student to the Student Attendance Review Board (SARB); use E140 (TruantNoKnownEnroll). Only use this code if the student was exited without first being referred to the SARB.
E400	**OtherOrUnknown:** The student is 18 years old or older and has been absent from school for reasons that cannot be determined or for reasons other than those described in the Student Exit Category codes.	Yes	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	LEAs should **not** use this code for students who were referred for truancy intervention, as outlined in Code E140 (NoKnownEnrollTruant).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
E450	**PreK–6Exit**: Infant or student in pre-kindergarten through grade six, or ungraded elementary, exited/withdrew from school; or the student exited school during a temporary break such as summer vacation or year-round intersession, but was expected to return to the same school after the break.	No	No	No	K–6, ungraded elementary optional.	This code may be used for all infants, toddlers, pre-K, K–6, or for ungraded elementary exits. In a unified district, it may be easier for all schools in the district to use the other exit/withdrawal codes so that two different code sets do not have to be maintained in the district.

It is preferred that LEAs use E155 (YearEndEnrlmntExitSameSchl) when exiting students at the end of the academic year if the students are expected to return.

A student must be reported in grade IN, TD, PS, KN, or 1–6 in order to use this code. |
| E410 | **MedicalRsns**: Student withdrew from/left school due to medical reasons. | No | No | No | 7–12, AD, ungraded secondary, (K–6, ungraded elementary optional). | If the student entered a health facility, LEAs should use Code T310 (TransHealthFacil). This code is to be used for serious long-term medical reasons (does not include pregnancy). |

Continued on next page

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
N470	**NoShow:** The student's enrollment was exited because the student was pre-enrolled in a school but did not show up as expected to attend the school. This exit represents a nullification of the pre-enrollment and should only be used for a student's first enrollment in CALPADS (e.g. kindergarten students or transfer students from a private school or a school outside of California.)	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	An LEA should only use this code in one of the following scenarios: when a student, who has no prior affiliation with a school was pre-enrolled but did not show up as expected; or when a student who was expected to return to a school the subsequent school year did not show up as expected and is known to be enrolled in another California public school. N470 essentially nullifies a pre-enrollment record. LEAs may also elect to delete the enrollment record rather than using this exit code. Either way is acceptable. This code should not be used for students who had been enrolled in the same school in the prior year and were expected to return, but cannot be located.

Documentation standards for student transfers (Student Exit Category Codes with a "T" prefix):	To confirm that a given student has transferred out, a school or LEA must have "official written documentation" that a student has transferred to another school or to an educational program that culminates in the award of a regular high school diploma (34 C.F.R. §200.19(b)(1)(ii)(B)(*1*)). Examples of official written documentation include: a request for student records from a receiving public or private high school or an educational program (that culminates in a regular high school diploma); or a written record of a response from an official in the receiving school or program acknowledging the student's enrollment. A conversation with a parent or neighbor of a student, for instance, would **not** be considered official written documentation of a transfer. See specific documentation standard for students that have transferred out of the US.

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Exit Code	To confirm that a student …	Written documentation such as:
T160	Transferred to another public school in California	Subsequent enrollment in CALPADS
T165	Transferred to another public school in California (within or outside the district) that are the direct result of disciplinary actions.	Subsequent enrollment in CALPADS
T180	Transferred to a private school in California from which the student is expected to receive a regular high school diploma	A request for student records from a receiving private school in California A written record of a response from an official in the receiving school or program acknowledging the student's enrollment
T200	Transferred to another public or private U.S. school outside California	A request for student records from a U.S. school outside California A written record of a response from an official in the receiving school or program acknowledging the student's enrollment
T240	Has emigrated to another country Student withdrew from/left school to move to another country.	A written confirmation that a student has emigrated to another country, such as a documented conversation by the school administrator and the student's parent that is placed in the student's file An official written documentation, such a request for student records, is not required
E130	Died	A letter from the parent An obituary or death notice *A death certificate is not necessary*

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T160	**TransCASchlRegular**: The student withdrew from/left school and transferred (not referred by a school or district) to another California public school (within or outside the district), including transfers to a non-sectarian, non-public certified (NPS) school. Transfers that are a result of referrals made by a school or district are to be coded as T165 or T167 as appropriate. The district has acceptable documentation of this transfer.	No However, if the student never shows up at another California school, the student will be counted as a dropout.	No	No	7–12, AD ungraded secondary, (K–6, ungraded elementary optional).	Note the following distinction between T160 and T167: If a student voluntarily transfers to any California public school, Code T160 should be used, **unless** the student is (voluntarily) transferring to an independent study program. If the student is voluntarily transferring to an independent study program, then Code T167 should be used. Code T160 is also used for students who leave a district school and then enroll and attend another school in the same district. Code T160 is used for students who exit given schools **voluntarily** to transfer to any California public schools, including, but not limited to, alternative schools of choice, early college high schools, middle college high schools, diploma plus high schools, and charter schools. The LEA must have a subsequent enrollment in CALPADS to qualify as the written documentation.

More Notes Regarding Code T160

T160 should NOT be used in these instances

Code T160 should **not** be used for transfers that are the direct result of disciplinary actions (LEAs should use T165 [TransSpecDiscRsnsOrJudg] instead).

Code T160 should **not** be used for students completing the school year/grade who are expected to return to the same school the following school year (Code E155 [YearEndEnrlmtExitSameSchl] should be used if necessary).

Code T160 should **not** be used for students completing the highest grade at a middle/intermediate/junior high and then leaving the school to attend a high school (LEAs should use Code E230 [CompleterExit] and then School Completion Status 480 [Promoted (matriculated)]).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T165	**TransSpecDiscRsnsOrJudg:** The student was withdrawn from one school due to specified disciplinary reasons, the district has acceptable documentation that the student has transferred to another California public school (within or outside the district). *The specified disciplinary reasons include: Referral by a juvenile court judge or other correctional or judicial official; expulsions pursuant to Education Code Section 48915 (a), (b), or (c); and in cases in which the student is known to be enrolled in another institution.*	No However, if the student never shows up at another California school, the student will be counted as a dropout.	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	Schools to which students transfer include, but are not limited to, community day schools, county community schools, juvenile court schools, opportunity schools, and Calif. Education Authority schools. A valid 7-digit school code may be provided for the school that the student will be transferring into (expected receiver school).

More Notes Regarding Code T165

T165 should NOT be used in these instances

Code T165 should **not** be used if the student is expelled and referred to an alternative education program for disciplinary reasons other than those specified in Education Code Section 48915 (a), (b), or (c) (LEAs should use Code T167 [TransAltSchlPrgm]).

Code T165 should **not** be used if a given expelled student is NOT known to be enrolled in another institution (LEAs should use Code E300 [ExpelledNoKnownEnroll]).

Code T165 should **not** be used if a truant student has not been attending and has been referred for truancy intervention (LEAs should use Code E140 [NoKnownEnrollTruant]).

Code T165 should **not** be used if a student is referred by the school or district to an alternative education program for non-disciplinary reasons (LEAs should use T167 [TransAltSchlPrgml]).

Code T165 should **not** be used if a student is transferred voluntarily, without a referral and for non-disciplinary reasons (LEAs should use Code T160 [TransCASchlRegular]).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T167	**TransAltSchlPrgm** The student was referred by a school and/or school district and the district has acceptable documentation that the student enrolled to enroll in an alternative education school, or the student voluntarily transferred to an independent study program in another California school in the same district or in a different district for one of the following reasons: The student was referred or voluntarily transferred to an independent study program for non-disciplinary reasons. The student was referred by the school and/or school district to withdraw from/leave school and transfer to an alternative education school or to a non-alternative education school independent study program for any disciplinary reason *except* those specified in T165.	No However, if the student never shows up at another California school, the student will be counted as a dropout.	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	See the notes in the block below.

Notes Regarding CodeT167

T167 should NOT be used in these instances	Code T167 should **not** be used for interdistrict transfers: i.e., formal agreements pursuant to: Education Code Section 46600 Public school choice – program improvement school Unsafe School Choice Option; or District-of-choice transfers pursuant to Education Code Section 48313
	Code T167 should **not** be used for students who are referred to an alternative education school or independent study program for disciplinary reasons by a juvenile court judge or other correctional or judicial officer, or for students who are expelled pursuant to Education Code Section 48915 (a), (b), or (c) (LEAs should use Code T165 [TransSpecDiscRsnsOrJudg] instead).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T180	**TransPrivate:** Student withdrew from/left school and the district has received acceptable documentation of enrollment in a private school in California. Do not use this code for transfers to a non-sectarian school. Student Exit Category Code T160 (TransCASchlRegular) should be used.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This code is also used for students completing the highest grade at a middle/ intermediate/junior high and leaving the school to attend a private high school. The LEA must have written documentation such as : A request for student records from a receiving private school in California A written record of a response from an official in the receiving school or program acknowledging the student's enrollment
T200	**TransUS:** Student withdrew from/left school and the district has received "official written documentation" that the student has transferred to another public or private U.S. school outside California. Do not use this code for transfers to a non-sectarian school. Student Exit Category Code T160 (TransCASchlRegular) should be used.	No	No	No	7–12, AD, ungraded secondary (K–6, ungraded elementary optional).	This code should also be used for students matriculating from middle/intermediate/ junior high to a high school outside of California. Also use this code for students who transfer to U.S. territories. Refer to the CALPADS Code Sets for a list of U.S. territories. The LEA must have written documentation such as : A request for student records from a U.S. school outside California A written record of a response from an official in the receiving school or program acknowledging the student's enrollment

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T240	**TransOutUS:** Student withdrew from/left school to move to another country and district/school has supporting written documentation.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This code should also be used for students matriculating from middle/intermediate/ junior high to a high school in another country. A school or LEA must have written confirmation that a student has emigrated to another country (34 C.F.R. §200.19(b)(1)(ii)(B)). For example, if a parent informs a school administrator that the family is leaving the country, the school administrator may document this conversation in writing and include it in the student's file.

The LEA must have written documentation such as :
A written confirmation that a student has emigrated to another country, such as a documented conversation by the school administrator and the student's parent that is placed in the student's file
An official written documentation, such a request for student records, is not required |

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

| T260 | **TransInAdult:** Student withdrew from/left school to enroll in an adult education program | No | No | No | 7–12, AD, ungraded secondary. | Enrollment in an adult education program—in the subsequent academic year—must be verified in order to use this code. A student must also be 18 or older and reported in grade 7–12, AD, or US, to use this code. |

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T270	**TransDropAdult:** Student withdrew from/left school to enroll in an adult education program in order to obtain a GED certificate or high school diploma, but subsequently dropped out of the adult education program.	Yes	No	No	7–12, AD, ungraded secondary.	This code is to be used by the last secondary (non-adult education) school attended. This code is also used when a student's enrollment in an adult education center and program cannot be verified on Census Day. A student must also be 16 or older and reported in grade 7–12, AD, or US to use this code.
T280	**TransCollege:** Student withdrew from/left to enroll in college.	No	No	No	7–12, AD, ungraded secondary,	
T310	**TransHealthFacil:** Student withdrew from/left school and entered a health care facility.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This code is **not** for pregnancies.

Continued on next page

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

Student Exit Category Code	Code Name and Definition	Dropout	Graduate	Completer	Grade Level	Notes
T370	**TransInstHSDipl:** Student withdrew from/left school to enroll in another program that is not primarily academic (military, job corps, justice system, etc., and not an adult education program) and the student is participating in an educational program from which they can expect to earn a "regular high school diploma" equivalent to the standard high school diploma awarded to the preponderance of students in a State that is fully aligned with the State's standards and does not include a general equivalency diploma, certificate of completion, certificate of attendance, or any other similar or lesser credential, such as a diploma based on meeting Individualized Education Program (IEP) goals. A student who is in a prison or in a juvenile facility awaiting a hearing or release and not yet adjudicated as delinquent may not be removed from the cohort of the sending school or district. Instead, the school or district must wait until the student has received such adjudication and determined that the student will transfer to a facility that has a school or educational program from which the student can expect to receive a "regular high school diploma." The district is	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	This does not include the following types of schools: Community day, continuation, juvenile hall, and California Education Authority. For students enrolling in these types of schools, LEAs should use Code T165.

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

	required to obtain and maintain acceptable written documentation of this transfer.					
T380	**TransInstNoHSDip:** Student withdrew from/left school to enroll in another program that is not primarily academic (military, job corps, justice system, etc.) and the student is not participating in an educational program from which they can expect to earn a "regular high school diploma" equivalent to the standard high school diploma awarded to the preponderance of students in a State that is fully aligned with the State's standards and does not include a general equivalency diploma, certificate of completion, certificate of attendance, or any other similar or lesser credential, such as a diploma based on meeting IEP goals.	Yes	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	See the notes for T370.
T460	**TransHomeSchl:** Student withdrew from/left school for a home school setting not affiliated with a private school or independent study program at a public school.	No	No	No	7–12, AD, ungraded secondary, (K–6, ungraded elementary optional).	LEAs should not use this code for students in private schools (those schools that submit private school affidavits). Also, LEAs should not use this code for students in independent study programs through public school districts.

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

School completion status
The following table shows how the various *school completion status* codes will be grouped for state and federal reporting purposes. Note that the term used here is *school completion status,* which is the CALPADS Code Set name for *student school completion status* (the two are synonymous).

School Completion Status Code	Code Name and Definition	Dropout	Completer	Graduate	Grade Level	Notes
100	**Graduated, standard HS diploma:** The student withdrew from/left school after meeting all state and local high school graduation requirements and the district/school has acceptable documentation that the student received a "regular high school diploma" equivalent to the standard high school diploma awarded to the preponderance of students in the State that is fully aligned with the State's standards and does not include a general equivalency diploma, certificate of completion, certificate of attendance, or any other	No	Yes	Yes	7–12, ungraded secondary.	This code is typically used for grade 12 graduates, although students who obtain high school diplomas in earlier grades and exit the schools would also get this code. LEAs should not use this code for students who are matriculating from middle/junior/intermediate school to high school. LEAs should use E230 and then School Completion Status 480. This code should additionally be used for students in foster care who met state and local graduation requirements at a prior district, even if the district in which they are currently enrolled has graduation requirements that exceed those of the prior district. Students must be reported in grade 10, 11, 12, US, or AD to use this code. NOTE: Acceptable documentation can be transcripts or any documentation that shows the student met all state and local requirements.

	similar or lesser credential, such as a diploma based on meeting Individualized Education Program (IEP) goals, OR as specified in California Education Code (EC) section 51225.1, a student in foster care, a student how is homeless, or a former juvenile court school student who transfers between schools any time after the completion of the pupil's second year of high school, completes all requirements specified in EC Section 51225.3. The exit date must align with the date the student completed the graduation requirements and was awarded a "regular high school diploma."				

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

School Completion Status Code	Code Name and Definition	Dropout	Completer	Graduate	Grade Level	Notes
120	**Special education certificate of completion:** A student with exceptional needs (having an individualized education program [IEP]) left school after receiving a certificate or document of educational achievement or completion meeting the requirements of Education Code Section 56390.	No	Yes	No	7–12, ungraded secondary.	
250	**Adult Ed High School Diploma:** The student withdrew from/left school to enroll in an Adult Education Program and the district/school has acceptable documentation that the student having received an adult basic education high school diploma through an adult basic education program. The exit date must align with the date the student completed the requirements.	No	Yes	Yes	7–12, AD, ungraded secondary.	

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

School Completion Status Code	Code Name and Definition	Dropout	Completer	Graduate	Grade Level	Notes
320	**Received a High School Equivalency Certificate (and no standard HS diploma):** The student withdrew from/left school and the district has acceptable documentation that the student received a High School Equivalency Certificate by passing one or more of the following exams: the General Educational Development (GED) exam, the Test Assessing Secondary Completion (TASC) exam, or the High School Equivalency Test (HiSet).	No	Yes	No	7–12, AD, ungraded secondary.	Student must be at least 18 years of age.
330	**Passed CHSPE (and no standard HS diploma):** The student left after passing the California High School Proficiency Exam (CHSPE), and the district has acceptable documentation.	No	Yes	Yes	7–12, AD, ungraded secondary.	Student must be at least 16 years of age.
360	**Completed grade 12 without completing graduation requirements, not grad:** Student completed grade 12 or exceeded the maximum age for high school attendance but did not meet the state and/or local high school graduation requirements, and there is no evidence that the student is in an academic program leading toward a high school diploma or its equivalent.	Yes	No	No	12	The student completed grade 12 but is not a graduate. This does not include students who did not graduate because of failure to pass the California High School Exit Exam ((per Senate Bill 172, this only applies to graduating class years 2011-12 and before).

Appendix C: Student Exit Reason Code and Student School Completion Status Descriptions

School Completion Status Code	Code Name and Definition	Dropout	Completer	Graduate	Grade Level	Notes
480	**Promoted (matriculated):** The student completed the highest grade level offered at a school (excluding high school completion), left the school, and was expected to attend another California public school. Note. If the student has matriculated but is not expected to return to another California public school, use the exit code most representative of the student's final status (i.e., T200 [TransUS]).	No	No	No	7–11, ungraded secondary.	This code should only be used for students in grades 7–11, ungraded secondary, who have reached the highest grade level at a school.