Why is the Course Request Tally for Next School Year missing the incoming Grade 9 students?

The Course Request Tally report lists the number of Requests by Year of Graduation (2-digit). The YOGs are based on CURRENT Grade Level of the Incoming Students. For this reason, the high school must have the current Grade Level = 08 included in the School Profile Grades selection to include their Requests for the next school year. Go to Administration > School Resources > School Profile > select high school > add Grade 08.

Example Course Request Tally for Next School Year = 2018-2019:

Grade 08 YOG = 2022 (Academic Year = 2018-2019)

Course	Name	Dept	Sec	Max	22	21	20	19	Tot
111	English 9	English	5	103	56	0	0	0	56
112	Hon. English 9	English	2	36	29	0	0	0	29
122	English 10	English	3	51	0	39	0	0	39
125	Hon. English 10	English	1	25	0	22	0	0	22
132	English 11	English	4	67	0	0	69	0	69
142	English 12	English	2	60	0	0	0	56	56

If the YOG you are looking for is still missing, check the Administration System > District Resources > Grades Levels table to makes sure the Current YOG was set correctly for the current school year. If not, correct it. Note: If you have had it set incorrectly, new students added to iPass for that Grade Level may have the incorrect YOG. The YOG will need to be corrected on the Student Profile screen. If you find this is an issue for a large number of students (50+) , submit a Support Ticket and we will see if a script can be run to update the students

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