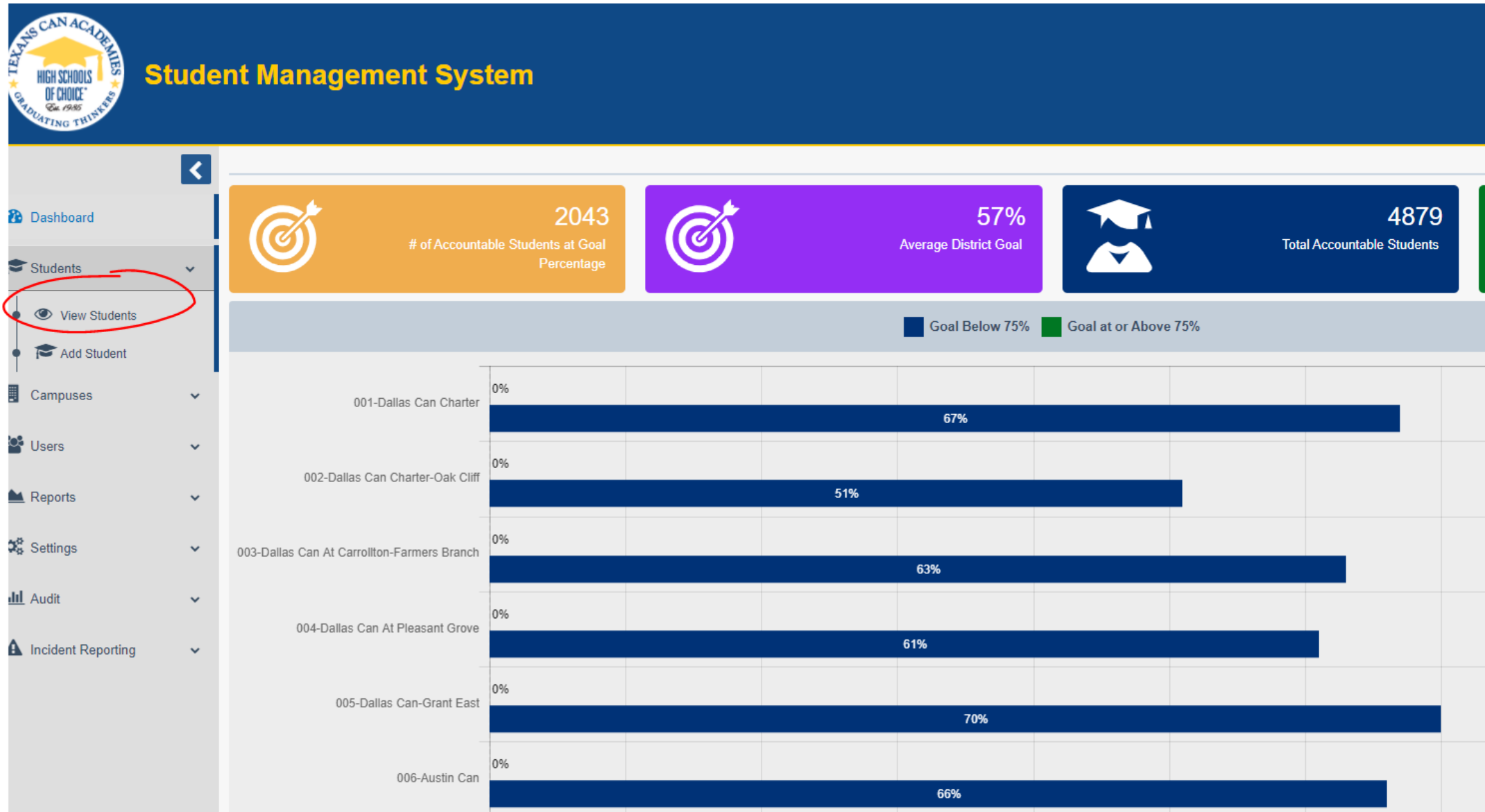


Login into SMS



Searching: Once you are in View Students make sure you select “All” so you can see both active and inactive students from your campus. Type in the students ID number and/or first and last name in the search bar.

Dashboard

Students

View Students

Add Student

Campuses

Users

Reports

Settings

Audit

Incident Reporting

Filters

View by

All

Enrollment

Enrollment

Withdrawal

Withdrawal

All

Grad Current

Corp Verifi As

Campus

Gender Type

Advisor

Grade

Student Type

Year Grad Co

Grad Sect. Cr

Export to Excel

Search

Export to Excel

View Students

Page 1 of 1,287

View 1 - 20 of 2

	Student ID	Last Name	First Name	Middle Name	Birth Date	Gender	Campus Name	Enrollment Date	Grade Level	Graduation Date	Withdrawal Date	Home Phone	Advisor	Average Goal	Student Type	Stud Stat
	81063	Aal Jameel	Dhurgham	Hussein Abed	08/26/1999	Male	004-Dallas Can At Pleasant Grove	09/17/2018	12	06/05/2019	06/05/2019	2147184468	Vincent McNeil	48.61%	College Hours	Inacti
	93071	Abadia-Reyes	Alan	Jordano	10/11/2000	Male	011-San Antonio Can	01/06/2020	12	06/01/2020		2107502331	Jerome Thomas	0.00%	College Hours	Inacti
	92944	Abangya	Lydia		01/01/2002	Female	012-Houston Can Southwest	11/04/2019	10	06/01/2022		3462848000	Issa Portillo	0.00%	College Hours	Inacti
	051429	Abarca	Marcela	Mariel Pena	10/13/1998	Female	010-Houston Can-Hobby	09/14/2017	12	02/02/2018		8328901391	Michael Moore	33.33%	College Hours	Inacti
	054323	Abarca Genovez	Zeus	Aldair	11/25/1998	Male	006-Austin Can	08/21/2017	09	06/01/2021		4328940939	Elexa Alvarado	0.00%	College Hours	Inacti
	101481	Abasi	Nahid		04/26/2000	Female	001-Dallas Can Charter	12/16/2020	12	06/01/2021		4698353160	Jordan Haddock	0.00%	College Hours	Active
	65794	Abbott	Jordan	Shawn	06/15/2003	Male	003-Dallas Can At Carrollton-Farmers Branch	08/31/2020	11	06/01/2022		2144778678	Rodell Smith	48.61%	Certificate	Active

Files Access: Once you pulled up the student by ID number you will then select the box circled below and be able to start the process of updating the student in SMS

Dashboard

Students

View Students

Add Student

Campuses

Users

Reports

Settings

Audit

Incident Reporting

Filters

View by

All

Enrollment

Enrollment

Withdrawal

Withdrawal

All

Grad Current

Corp Verifi As

Campus

Gender Type

Advisor

12

Student Type

Year Grad Co

Grad Sect. C


Search 015086

Export to Excel

View Students

Page 1 of 1

View 1 - 1 of

Student ID	Last Name	First Name	Middle Name	Birth Date	Gender	Campus Name	Enrollment Date	Grade Level	Graduation Date	Withdrawal Date	Home Phone	Advisor	Average Goal	Student Type	Student Status
 015086	Sandoval	Jessenia		08/16/1997	Female	002-Dallas Can Charter-Oak Cliff	08/28/2017	12	06/01/2018		2142546658	Nidia Machuca	0.00%	College Hours	Inactive

Page 1 of 1

View 1 - 1 of

Student's Profile: You will then select Student Profile and select the box highlighted below so you can unlock the next tab that is needed to update the students profile.

[← Back to results](#)

Jessenia Sandoval

Student ID: 015086

Inactive

Withdrawal Date: 08/28/2017

Withdrawal Reason: 98,,,

N/A

Average Campus Attendance 0%

Goal 0%

Campus Name: 002-Dallas Can Charter-Oak Cliff

Advisor: Nidia Machuca

First Yr Entered Grade 09: 2012

Grade Level: 12

Enrolled Since: 8/28/2017

Status: Non-Accountable Student

Student Type: College Hours

MEASURABLE

TRACKABLE

WELLNESS

STUDENT PROFILE

CREDITS

DOCUMENTS

TESTS/SCHEDULING

🎓 Edit Student

Student Type *

College Hours

Birth Month *

August

Student Id *

015086

Physical Address

617 W 10th St

Home Phone

2142546658

First Name *

Jessenia

Birth Day *

16

Enrollment Date *

08/28/2017

Physical City

Dallas

Campus *

002 Dallas Can Charter Oak Cliff

Middle Name

Middle Name

Birth Year *

1997

Graduation Date *

06/01/2018

Physical State

Texas

SPED Student

Select

Last Name *

Sandoval

Gender *

Female

Physical Postal Code

Physical Postal Code

☐ Graduating in the current year

☐ Graduating with IGC

As shown in the previous slide you will select the box highlighted under Student Profile and select Update.

MEASURABLE

TRACKABLE

WELLNESS

STUDENT PROFILE

CREDITS

DOCUMENTS

TESTS/SCHEDULING

Edit Student

Student Type *

College Hours

Birth Month *

August

Student Id *

015086

Physical Address

617 W 10th St

Home Phone

2142546658

Primary Contact *

Maria Flores

Mailing Address

Mailing Address

First Year Entered Grade 09 *

2012

First Name *

Jessenia

Birth Day *

16

Enrollment Date *

08/28/2017

Physical City

Dallas

Campus *

002-Dallas Can Charter-Oak Cliff

Relationship *

Guardian

Mailing City

Mailing City

Advisor Assigned *

Machuca Nidia

Middle Name

Middle Name

Birth Year *

1997

Graduation Date *

06/01/2018

Physical State

Texas

SPED Student

Select

Contact Phone *

2142546658

Mailing State

Texas

Last Name *

Sandoval

Gender *

Female

Physical Postal Code

Physical Postal Code

Mailing Postal Code

Mailing Postal Code

☒ Graduating in the current year

☐ Graduating with IGC

Update

Cancel

Selecting Credits: Next step you will go to the Credits tab and select if the student is either Graduating with 26 credits or 22 credits. In this case this student is graduating under the 22 plan so you will select 22 and hit update.

[← Back to results](#)

Jessenia Sandoval

Student ID: 015086

Inactive

Withdrawal Date: 08/28/2017

Withdrawal Reason: 98,...

N/A

Average Campus Attendance 0%

Goal 0%

Campus Name: 002-Dallas Can Charter-Oak Cliff

Advisor: Nidia Machuca

First Yr Entered Grade 09: 2012

Grade Level: 12

Enrolled Since: 8/28/2017

Status: Non-Accountable Student

Student Type: College Hours

Graduating in the current year

MEASURABLE

TRACKABLE

WELLNESS

STUDENT PROFILE

CREDITS

GRADUATION

DOCUMENTS

TESTS/SCHEDULING

🎓 Total Credits

Student Graduation Plan: 26 credits ☐ 22 credits ☒

[Delete Credit Recovery](#)

[Graduation Requirements Info](#)

[Update](#)

[Cancel](#)

📝 Notes History

Subject	Message	Attached File	Created By	Created DateTime	+ Add
No entries to display!					

© 2021 Student Management System v 6.0. All rights reserved.

Graduation Tab. You can not access the Graduation tab unless you have done the previous two steps of selecting the student graduating under the current year and selecting the students graduation plan 22/26 credits.

← Back to results

Jessenia Sandoval

Student ID: 015086
Inactive
Withdrawal Date: 08/28/2017
Withdrawal Reason: 98,,,,

N/A

Average Campus Attendance 0%

Goal 0%

Campus Name: 002-Dallas Can Charter-Oak Cliff

Advisor: Nidia Machuca

First Yr Entered Grade 09: 2012

Grade Level: 12

Enrolled Since: 8/28/2017

Status: Non-Accountable Student

Student Type: College Hours

Graduating in the current year

MEASURABLE

TRACKABLE

WELLNESS

STUDENT PROFILE

CREDITS

GRADUATION

DOCUMENTS

TESTS/SCHEDULING

Student Graduation Verification

Expand/Collapse All

Times Unlocked: 0

+

1. Basic Information

Completed

Notes

+

2. Test Scores

Name SMS Score Status

Document Verification

Completed

Notes

+

3. Transcript Verification

Name Status

Completed

Notes

+

4. Credit Recovery

Completed

Notes

+

5. Career And Readiness

Document Verification

Completed

Notes

+

6. Complementary Questions

Document Verification

Completed

Notes

-

7. Graduation Verification Summary

Completed

Notes

Basic Information

The total amount of credits here should match what is in Eschool. If it does not you will need to email graduations@texanscan.org and they will align the credits from eschool to SMS.

MEASURABLE TRACKABLE WELLNESS STUDENT PROFILE CREDITS GRADUATION DOCUMENTS TESTS/SCHEDULING

Student Graduation Verification

Expand/Collapse All

1. Basic Information Completed

Endorsement Selected

Opt-out Agreement

Student PEIMS Number

PeimsNumber

Total Credit in SMS

20.50

Total Credits on Transcript

SPED Student

Select

Student Email

StudentEmail

Update

Cancel

Endorsement Selected: You will choose if the student is Multidisciplinary (26) or Opt-out Agreement (22)

You will then enter the total credits shown on the transcript from eschool here and should match what shows across.

Here you will select if the student is SPED or not

Students email goes here

Student PEIMS Number, all information you will find in Eschool

Once all is done you will select Update

Test Scores: You will need to verify that the students most recent scores are shown below. If any score does not match with what is in Eschool you will need to email graduations@texanscan.org asking them to transfer what is in eschool over to SMS.

MEASURABLE

TRACKABLE

WELLNESS

STUDENT PROFILE

CREDITS

GRADUATION

DOCUMENTS

TESTS/SCHEDULING

Student Graduation Verification

Expand/Collapse All

1. Basic Information

2. Test Scores

Name	SMS Score	Status	Document Verification
English I	3610	Pass – Level II	No File Uploaded
English II	4113	Pass – Level II	No File Uploaded
Algebra I	4093	Pass – Level II	No File Uploaded
US History	3916	Pass – Level II	No File Uploaded
Biology	3845	Pass – Level II	No File Uploaded

Update

Cancel

Here you will select what Texas Assessment shows when pulling up the test scores

Next Slide will explain both

Here you will upload the saved pdf document from Texas Assessment for proof that the student passed and the score matches

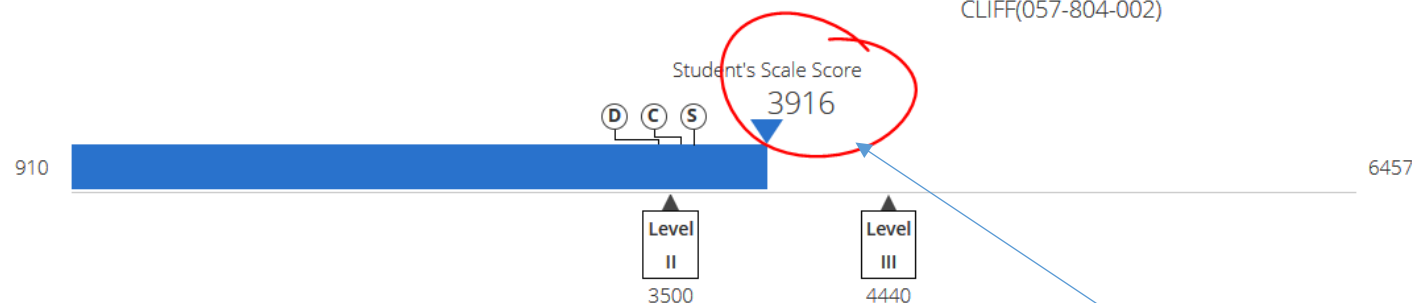
Fall 2014



Student's name

STAAR U.S. History

DALLAS CAN ACADEMY CHARTER-OAK
CLIFF(057-804-002)



Comparison Scores:

State: 3604

District: 3458


Campus: 3552

✓ Level II: Satisfactory
✗ Level III: Advanced

This is what is pulled from the Texas Assessment and what you will upload under file upload as explained in the previous tab.

This proves that the score for US History in Texas Assessment matches with what is in SMS. Also the Level II Satisfactory is what you will select for the status of the test score.

2. Test Scores	Name	SMS Score	Status
	English I	3610	Pass – Level II
	English II	4113	Pass – Level II
	Algebra I	4093	Pass – Level II
	US History	3916	Pass – Level II
	Biology	3845	Pass – Level II

 Update


 Cancel

TEST Scores in the transcripts


End Of Course Tests											
English I	3775 - Approaches	Fall 2017	Algebra I	4248 - Meets	Spring 2017	Biology	4000 - Meets	Spring 2017	US History	3550 - Approaches	Spring 2019
English II	3869 - Approaches	Spring 2018									

- All test scores MUST be listed in the transcripts
- Each test scores MUST be labeled according with TAMS
- ARD, SPED Labels are **NOT ALLOWED** to be displayed in the transcripts
- If student is Exempt due to COVID, the COVID code MUST be listed. Any other exemptions must be labeled as EXEMPT
- The transcripts CAN NOT reflects any indication for Codes that recognized the student as Special Education
- EEL Provision....

<https://www.texasassessment.com/>


[VISIT TXSCHOOLS.GOV](https://www.txschools.gov)
[COVID-19 SUPPORT AND GUIDANCE](#)

[EN ESPAÑOL](#)



[FOR FAMILIES](#)
[FOR ADMINISTRATORS](#)
[FOR EDUCATORS](#)

LEARN MORE ABOUT YOUR CHILD'S SCORE

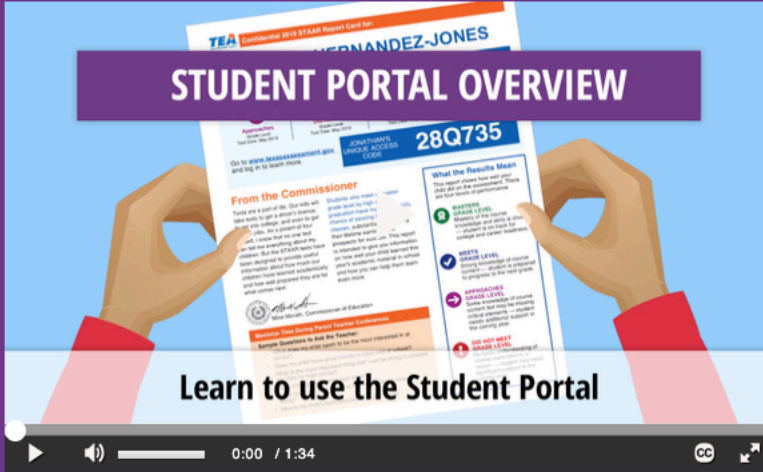
Log in to the secure student portal to learn more about your child's score and how to help improve it.

Unique Student Access Code

Student's Date of Birth

[Log in to Student Portal](#)

[Find My Access Code](#)



[VIEW TRANSCRIPT](#)
[VIDEO WITH AUDIO DESCRIPTION](#)

Transcripts Verification

Next is #3 Transcript Verification tab. Here you will open need to print out the students transcript from Eschool and make sure you have it in hand to be able to select and verify each class for each subject. First one is ELA I will show in the next slide how it should look compared to what shows on the transcript.

3. Transcript Verification	Name	Status	Completed	Notes
3a. Grad Plan 22 credits - ELA		Status	Completed	Notes
3b. Grad Plan 22 credits - Math		Status	Completed	Notes
3c. Grad Plan 22 credits - Social Studies		Status	Completed	Notes
3d. Grad Plan 22 credits - Other Required		Status	Completed	Notes
3e. Grad Plan 22 credits - Science		Status	Completed	Notes
3f. Grad Plan 22 credits - Elective		Status	Completed	Notes
3g. Transcript Labels		Status	Completed	Notes

Here I have selected Yes for each status because at the bottom what is shown highlighted is what the students transcript shows. Each English class the student took they earned a full credit. Under the 22 plan you will need to add notes for the 4th ELA since English 4 is not required under the 22 plan but this student took and earned it so I added it under the notes.

3. Transcript Verification

Name

Status

Completed

Notes

3a. Grad Plan 22 credits - ELA

Status

Completed

Notes

English 1A

Yes

0 Notes

English 1B

Yes

0 Notes

English 2A

Yes

0 Notes

English 2B

Yes

0 Notes

English 3A

Yes

0 Notes

English 3B

Yes

0 Notes

Other ELA

Yes

1 Notes

Message

Created By

Created DateTime

+ Add

English 4 A

District Underwriter B

01/13/2021 10:12:04 AM

Edit

Delete

Other ELA

Yes

1 Notes

Message

Created By

Created DateTime

+ Add

English 4 B

District Underwriter B

01/13/2021 10:12:10 AM

Edit

Delete

Department: English Language Arts

Year	Building	Course	Seq 1	Seq 2	Avg	Credit
2013	057804002	03220100	ENG 1	89	84	1
2013	057804002	03270700	READ1	89	89	1
2014	057804002	03220200	ENG 2	88	87	1
2014	057804002	03220300	ENG 3	90	81	1
2015	057804002	03220400	ENG 4	96	84	1
2015	057804002	03230100	JRNLSM	94	58	1

Department: Science

You will do the same for each tab under #3 Transcript Verification. Here they are required to have Algebra, Geometry and a 3rd Math. I used Algebra 2 for the 3rd math and the student shows 2 extra math classes. The extra courses that are not used like INSTUMTH and PRE CALC you can use under electives. I will explain that in the next slides.

3b. Grad Plan 22 credits - Math

Status

Completed

Notes

Algebra 1A	Yes	✓	1/13/2021 10:23:28 AM District Underwriter B	0 Notes
Algebra 1B	Yes	✓	1/13/2021 10:23:28 AM District Underwriter B	0 Notes
Geometry 1A	Yes	✓	1/13/2021 10:23:28 AM District Underwriter B	0 Notes
Geometry 1B	Yes	✓	1/13/2021 10:23:28 AM District Underwriter B	0 Notes
Math	Yes	✓	1/13/2021 10:23:28 AM District Underwriter B	1 Notes

Message

Created By

Created DateTime

+ Add

Algebra 2 A	District Underwriter B	01/13/2021 10:23:22 AM	Edit	Delete
-------------	------------------------	------------------------	------	--------

Math

Yes ✓ | 1/13/2021 10:23:28 AM District Underwriter B | 1 Notes |

Message

Created By

Created DateTime

+ Add

Algebra 2 B	District Underwriter B	01/13/2021 10:23:26 AM	Edit	Delete
-------------	------------------------	------------------------	------	--------

Remember to add notes to let the underwriter know which 3rd math you are using.

Student Unique ID: 8856238959

Department: Mathematics

Year	Building	Course		Seq 1	Seq 2	Avg	Credit
2013	057804002	03100500	ALG 1	80	75		1
2013	057804002	03102500	INSTUMTH	75	79		1
2014	057804002	03100600	ALG 2	76	75		1
2014	057804002	03100700	GEOM	85	83		1
2015	057804002	03101100	PRE CALC	86	89		1

Department: Social Studies

For Social Studies the student is missing a full credit of US History, the 22 plan requires you to have Economics, Government and/or W Geography/W History. We added in the notes that we used W Geography A & B . The extra credits SPTSS and W History will be used under electives.

3c. Grad Plan 22 credits - Social Studies

Status

Completed

Notes

Economics	Yes		0 Notes
Government	Yes		0 Notes
US History A	No		0 Notes
US History B	No		0 Notes
W Geography/ W History A	Yes		1 Notes

Message

Created By

Created DateTime

+ Add

W GEO A	District Underwriter B	01/13/2021 10:30:12 AM	Edit Delete
---------	------------------------	------------------------	-------------

W Geography/ W History B

Yes

1 Notes

Message

Created By

Created DateTime

+ Add

W GEO B	District Underwriter B	01/13/2021 10:30:16 AM	Edit Delete
---------	------------------------	------------------------	-------------

Update

Cancel

Department: Social Studies

Year	Building	Course	Seq 1	Seq 2	Avg	Credit
2013	057804002	03320100 W GEO	97	91		1
2013	057804002	03380002 SPTSS	94	89		1
2014	057804002	03340400 W HIST	91	71		1
2015	057804002	03310300 ECO-FE		84		0.5
2015	057804002	03330100 GOVT	80			0.5

Department: Other Courses

Under “Other Required” you will put PE/Equivalent courses here. Again in the notes you will need to add the name of the course you are using so the Underwriter can approve faster.

3d. Grad Plan 22 credits - Other Required

Status

PE 1

Yes

Message	Created By	Created DateTime
SUBATH 1 A	District Underwriter B	01/13/2021 10:30:38 AM

PE 2

Yes

Message	Created By	Created DateTime
SUBATH 1 B	District Underwriter B	01/13/2021 10:30:41 AM

Update

Cancel

Department: PE/Equivalent

Year	Building	Course	Seq 1	Seq 2	Avg	Credit
2014	057804002	PES00000 SUBATH1	100	100		1

For Science Biology is required and there is 2 other science courses that can be used for Other Science and Science Lab. Physics is an extra credit and we can use that as elective credits.

3e. Grad Plan 22 credits - Science

Status

Biology A

Yes

Biology B

Yes

Other Science

Yes

Message

Created By

Created DateTime

CHEM A

District Underwriter B

01/13/2021 10:36:01 AM

Other Science

Yes

Message

Created By

Created DateTime

CHEM B

District Underwriter B

01/13/2021 10:36:09 AM

Science Lab

Yes

Message

Created By

Created DateTime

ENVIRSYS A

District Underwriter B

01/13/2021 11:04:34 AM

Science Lab

Yes

Message

Created By

Created DateTime

ENVIRSYS B

District Underwriter B

01/13/2021 11:04:43 AM

Update

Cancel

Department: Science

Year	Building	Course		Seq 1	Seq 2	Avg	Credit
2013	057804002	03010200	BIO	91	90	1	
2013	057804002	03020000	ENVIRSYS	85	97	1	
2014	057804002	03040000	CHEM	74	95	1	
2014	057804002	03050000	PHYSICS	85	93	1	

Under Elective we are going to add all extra credits under other electives. The student did not earn credit for Fine Arts, Spanish 1 B and Spanish 2 A&B. Com App is not a required credit anymore so I used Read 1 A in place for it.

3f. Grad Plan 22 credits - Elective

Status

Comp App

Yes

Message

Created By

Created DateTime

READ 1 A

District Underwriter B

01/13/2021 11:29:50 AM

Fine Arts 1A

No

Fine Arts 1B

No

Foreign Language 1A

Yes

Foreign Language 1B

No

Foreign Language 2A

No

Foreign Language 2B

No

Other Elective

Yes

Message

Created By

Created DateTime

READ 1 B

District Underwriter B

01/13/2021 11:30:04 AM

Other Elective

Yes

Message

Created By

Created DateTime

JRNLSM A

District Underwriter B

01/13/2021 11:30:33 AM

Other Elective

Yes

Message

Created By

Created DateTime

JRNLSM B

District Underwriter B

01/13/2021 11:30:41 AM

2015 057804002 03330100 GOV1

80

0.5

Department: Other Languages

Year

Building

Course

Seq 1

Seq 2

Avg

Credit

2017

057804002

03440100 SPAN 1

88

0.5

Here is the continued section for the electives. Under the 22 plan the student is required to have 4.5 credits in electives. I have added in the notes which classes were used. You will ALWAYS have to add notes to let the underwriter know which classes you are using. Remember whatever extra credits are not used you can use them under electives but NO DUPLICATE credits can be used twice. For example if the student took Physics twice you can only use it once.

Other Elective Yes

Message	Created By	Created DateTime
PHYSICS A	District Underwriter B	01/13/2021 11:31:07 AM

Other Elective Yes

Message	Created By	Created DateTime
PHYSICS B	District Underwriter B	01/13/2021 11:31:12 AM

Other Elective Yes

Message	Created By	Created DateTime
INSTUMTH A	District Underwriter B	01/13/2021 11:31:55 AM

Other Elective Yes

Message	Created By	Created DateTime
INSTUMTH B	District Underwriter B	01/13/2021 11:32:02 AM

Other Elective Yes

Message	Created By	Created DateTime
PRE CALC A	District Underwriter B	01/13/2021 11:32:19 AM

Other Elective Yes

Message	Created By	Created DateTime
PRE CALC B	District Underwriter B	01/13/2021 11:32:24 AM

Transcripts Labels (NEW) Updated on January 13, 2020

3g. Transcript Labels		Status	✖ Completed	Notes
Is the Speech Requirement listed on the transcript?	Select ▼	<u>1</u>	✖	0 Notes ▼
Is the CPR Instruction listed on the transcript?	Select ▼	<u>2</u>	✖	0 Notes ▼
Is the Proper Interaction with Peace Officer listed on the transcript?	Select ▼	<u>3</u>	✖	0 Notes ▼
Endorsement Display in Transcript?	Select ▼	<u>4</u>	✖	0 Notes ▼
Any other Certifications Listed?	Select ▼	<u>5</u>	✖	0 Notes ▼
Any Double Credits?	Select ▼	Total # of Double Credits: <input type="text"/> Total # from TCA: <input type="text"/> <u>6</u>	✖	0 Notes ▼
All double credits labeled correctly?	Select ▼	<u>7</u>	✖	0 Notes ▼

UpdateCancel

1. Speech Requirement

SPEECH Met –
Student demonstrates proficiency in speech as specified in §74.11(a)(3) Shall have completion of the speech requirement clearly indicated on the academic achievement record.



SPEECH Requirement-§74.11(a)(3)

SPEECH Met – Student demonstrates proficiency in speech as specified in §74.11(a)(3) Shall have completion of the speech requirement clearly indicated on the academic achievement record.

Student Name: _____ Local ID: _____

Campus: _____

Verified by: _____ Title: _____

**Statement added to Transcript Comment “SPEECH Met
(enter date) _____.”**

Date Completed

Registrar: _____

Confirmation Note/Date Entered on Transcript & District Defined PEIMS: _____
Date Added

Speech requirements processed by Assistant Principals will be recorded by Registrars in the system
Students with the speech requirement from previous school district in their transcript will be recorded by Data Clerks

2. CPR instruction

CPR in Schools Requirement - HB897
Relating to Requirements for Instruction in Cardiopulmonary Resuscitation (CPR) in Grade 9, 10, 11, or 12 shall have completion of the CPR instruction clearly indicated on the academic achievement record.



CPR in Schools Requirement-HB897

Relating to Requirements for Instruction in Cardiopulmonary Resuscitation (CPR) in Grade 9, 10, 11, or 12 shall have completion of the CPR instruction clearly indicated on the academic achievement record.

Student Name: _____ Local ID: _____

Campus: _____

Verified by: _____ Title: _____

Statement added to Transcript Comment "HB 897 CPR completed (enter date) _____."

Date Completed

Registrar: _____

Confirmation Note/Date Entered on Transcript & District Defined PEIMS: _____
Date Added

CPR requirements processed by Assistant Principals will be recorded by Registrars in the system
Students with the CPR requirement from previous school district in their transcript will be recorded by Data Clerks

3. Proper Police Interaction Requirement (PPIR)

Proper Police Interaction Requirement – SB 30 A student who completes the required instruction on proper interaction with peace officers shall have completion of the instruction clearly indicated on the academic achievement record.



Proper Police Interaction Requirement HB 30

A student who completes the required instruction on (PPI) proper interaction with peace officers shall have completion of the instruction clearly indicated on the academic achievement record.

Student Name: _____ Local ID: _____

Campus: _____

Verified by: _____ Title: _____

Statement added to Transcript Comment "HB 30 PPI
completed (enter date) _____".

Date Completed

Registrar: _____

Confirmation Note/Date Entered on Transcript & District Defined PEIMS: _____
Date Added

PPIR requirements processed by Assistant Principals will be recorded by Registrars in the system
Students with the PPIR requirement from previous school district in their transcript will be recorded by Data Clerks

4. Endorsement

- Endorsements are determined by Assistant Principals
- Every Student that graduates with 26 Credits MUST have an endorsement
- Students graduating with 22 Credits DO NOT require an endorsement and nothing can be listed on the transcripts
- All endorsements MUST be marked on the transcripts as Completed
- Pursuing labels for endorsements in the graduated student's transcripts are not allowed

Endorsements Dist Lvl Achieve Business and Industry Arts and Humanities Multi Disciplinary Public Service STEM

Completed

5. Any other Certifications

- Any other certifications MUST be labeled in the student's transcripts under the comments area

Credit -- Tot: 30.000 State: 30.000 Loc: .000

Comments

HB 897 CPR Completed 01/06/2021
SPEECH MET 01/06/2021

Endorsements requirements processed by Assistant Principals will be recorded by Registrars in the system

6 & 7 Double Credits (Duplicate Credits)

Rules

If a student comes from another school district with duplicate credits, the student transcript should not be altered, the campus must leave the duplicate credits exactly where they are. The exception will be if the student graduates (Withdrawal code 01).

If a student graduates (withdrawal code 01), the duplicate credit that the student has from a previous school district **MUST** be moved to local credit.

If a student acquires a duplicate credit during their enrollment at Texans Can, the duplicate credit earned at Texans Can **MUST** be moved to Local Credit regardless of the withdrawal code.

Answering Duplicate Credits Questions

- Any double credits: Yes, if the student has one or more duplicate in the transcripts
- Total # of double credits: Count all duplicate credit that student has in the transcripts regardless the school district
- Total # from TCA: Any credit that student have in the transcripts and the building code starts with 057804, which means Texans Can
- All double credits labeled corrected: Ensure that all credits were moved to the local area according with the rules mentioned above.

6 & 7 Double Credits (Duplicate Credits)

Duplicate Credit Earned At..	Student Withdrawal Reason	Resolution
Other Campus	Regular Withdrawal (98)	During the enrollment process the credits will remain as shown on previous school district transcripts
Other Campus	Graduated	Move the duplicate credit to local credit
Any Texans Can Campus	Regular Withdrawal (98)	Move the duplicate credit to local credit
Any Texans Can Campus	Graduated	Move the duplicate credit to local credit

Moving Duplicate Credits to Local Credit in the Transcripts

From Another School District

Data Clerks will move all duplicate credits from another school districts to local at the time of student's graduation

From Texans Can Academies

Academic advisors will move all duplicate credits acquired at Texans Can Academies to local credit section in the transcripts at the time of graduation or when the student withdrawn.

Credit Recovery Tab

This student did not take any credit recovery classes but any other student that received credit from credit recovery will be accounted for here in this section. If they took English 1B in credit recovery you would mark it “yes cr” like shown below. You will do that for each class. Then in the end the total amount should match. You will also need to upload a document like you did for test scores showing proof they completed all cr classes at 100% with a passing grade of 70 or above. If you have trouble aligning any cr classes from eschool to sms please email graduations@texanscan.org.

4. Credit Recovery

How many classes were taken on Credit Recovery for credit?

Total Credit Recovery in SMS: 0

Were all classes 100% completed?

N/A

Document Verification Upload

No File Uploaded

Update

Cancel

3. Transcript Verification		Name	Status	
3a. Grad Plan 22 credits - ELA		Status		
English 1A	Yes			✓
English 1B	YesCR			✓
English 2A	Yes			✓
English 2B	Yes			✓
English 3A	Yes			✓
English 3B	Yes			✓
Other ELA	Yes			✓
Other ELA	Yes			✓

Credit Recovery Tab

Student with 3 credit recovery classes

These numbers MUST match

4. Credit Recovery

How many classes were taken on Credit Recovery for credit?

3

Were all classes 100% completed?

Yes

Document Verification Upload

Update

Cancel

Total Credit Recovery in SMS: 3

✓ Completed

Notes

✓ 1/7/2021 11:33:20 AM
Villegas Norma

0 Notes

✓ 5/25/2020 4:31:09 PM
Phillips Gina

0 Notes

G Davila CR.pdf

✕

✓ 1/7/2021 11:33:20 AM
Villegas Norma

0 Notes

Proof MUST be submitted

Credit Recovery Tab – Under Credits Tab

MEASURABLE TRACKABLE WELLNESS STUDENT PROFILE CREDITS GRADUATION DOCUMENTS TESTS/SCHEDULING

Total Credits

Student Graduation Plan: 26 credits 22 credits Delete Credit Recovery Graduation Requirements Info Click here to Generate Student PDF

ELA Courses Total Earned 4.50	Subject	Earned Credit	Subject	Earned Credit	Social Studies Courses Total Earned 4.00	Subject	Earned Credit	Subject	Earned Credit
	ENG 3	1.00	ENG 4	1.00		GOVT	0.50	US HIST	1.00
	ENG I	1.00	ENG II	1.00		W GEO	1.00	W HIST	1.00
	ENG III	0.00	ENG IV	0.00		CR Economics	0.50	PSYCH	0.00
	JRNLSM	0.50							
Math ** Courses Total Earned 4.00	Subject	Earned Credit	Subject	Earned Credit	Science Courses Total Earned 4.00	Subject	Earned Credit	Subject	Earned Credit
	GEOM	1.00	PRE CALC	1.00		AQUA SCI	0.50	BIO	1.00
	ALG 1	1.00	ALG 2	1.00		CHEM	1.00	CR Environmental Systems A	0.50
						CR Physics B	0.50	PHYSICS	0.50
Electives Total Earned 5.00	Subject	Earned Credit	Subject	Earned Credit	Electives (Cont.)	Subject	Earned Credit	Subject	Earned Credit
	BUSIM1	1.00	LNURTWEL	1.00		ENGDPRS	1.00	READ 1	1.00
	TARBPD	0.50	HLTH ED	0.50					
Other Required Courses Total Earned 8.50	Subject	Earned Credit	Subject	Earned Credit	Local Credits Courses Total Earned 0	Subject	Earned Credit	Subject	Earned Credit
	ART 1	1.00	SSSPAN 3	1.00					
	ART2	1.00	ART2PATG	1.00					
	ART3PATG	0.50	SPAN 1	1.00					
	SPAN 3	0.00	SSSPAN 2	1.00					
	PEAA	1.00	PEFOUND	1.00					

26 credits GRADUATION PLAN		
CREDITS	EARNED	NEEDED
Core	16.50	0
Elective	13.50	0
TOTAL	30.00	0


GPA	RANK
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TEST SCORES	
EOC	Score
English I	3775
Biology	4000
Algebra I	4248
English II	3869
US History	3550

CREDIT RECOVERY	
Course Name	Score
Physics B 2016)	88.00
Economics 2016)	80.70
Environmental Systems A (2016)	80.70

Career and Readiness

5. Career And Readiness

College admission?	N/A	If yes, Provide the student acceptance letter
Military Enlistment?	N/A	If yes, Provide the student enlistment letter
Dual Credit Classes?	No	If yes, Copy of the transcripts or certificate from college. Ensure is labeled as Dual in transcripts
Industry Recognized Certification?	N/A	If yes, Provide copy of certificate and ensure that is labeled in the transcripts
Certificate?	N/A	If yes, Provide copy of certificate and ensure that is labeled in the transcripts
Workforce IEP Completed?	N/A	If yes, Provide documentation from ARD Committee
Passed Reading TSI?	N/A	If yes, Provide copy of test results
Passed Math TSI?	N/A	If yes, Provide copy of test results
Alumni Registration?	No	<input type="text"/> 

- All files must have a “Yes”, verify at alumni that student complete the registration
- Ensure that during the alumni registration students use a different email than texanscan email address

Complementary Questions

6. Complementary Questions

Any attendance seat time required?	No ▾	If yes, Provide the student paperwork with all signatures included
Did you average some grades manually?	No ▾	If yes, Provide letters of explanation
SPED Student regulations met?	N/A ▾	If yes, IEP documentation MUST be uploaded with all required signatures
Individual Graduation Committee documentation?	N/A ▾	If yes, Approval letter from corporate MUST be uploaded from IGC Section
Foundation High School Program Endorsement Opt-Out Agreement?	No ▾	If yes, Op-Out Agreement MUST be loaded with all required signatures

Graduation Verification Summary

7. Graduation Verification Summary

I,

La Keisha Sasser

 Assistant Principal, have reviewed all of the above requirements and verify everything is complete and correct.
*This serves as an electronic signature for purposes of this student's graduation.

Submit graduation verification to Principal for review?

Note: once submitted the responses above can no longer be edited.

Submit

Unlock

I,

Norma Villegas

 Principal, have reviewed all of the above requirements and verify everything is complete and correct.
*This serves as an electronic signature for purposes of this student's graduation.

Upload signed Graduation Confirmation Form, fill and sign transcripts and withdrawal form?

Update

Cancel

Generate Confirmation

Graduation Confirmation Form

20210107160354.pdf

Assistant Principal submit the file

Submit

Unlock

Generate Confirmation

Graduation Confirmation Form

20210107160354.pdf

Principal Generate Confirmation

Registrar Must Submit:

- Graduation Confirmation Signed by AP and Principal
- Signed Withdrawn Form
- Signed and Seal Transcripts

Questions

SMS@texanscan.org