

# Grad Rate Calculation

Use this document to help determine students whose non-graduate status is negatively impacting your Grad Rate.

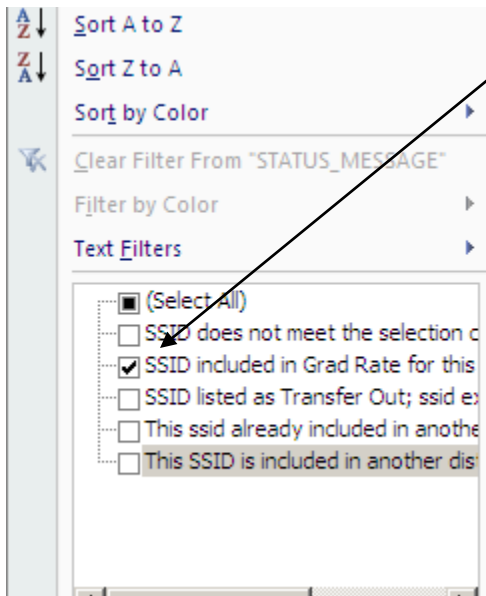
For this example, we are using the FY12 Grad rate data.

Log into EMIS reports. Choose 2012, June Reports area: Then, choose the correct report (see highlight)

[STU LONG GR 2011 4Y.CSV](#), 90 Kb, Mon Jul 23 14:41:16 2012  
**[STU LONG GR 2012 4Y.CSV](#), 89 Kb, Mon Jul 23 14:41:16 2012**  
[STU LONG GR 2013 4Y.CSV](#), 89 Kb, Mon Jul 23 14:41:16 2012  
[STU LONG GR 2014 4Y.CSV](#), 78 Kb, Mon Jul 23 14:41:16 2012  
[STU LONG GR 2015 4Y.CSV](#), 74 Kb, Mon Jul 23 14:41:16 2012

Open the report; apply filters.

Go to Column 'M' and only check the SSID included in Grad Rate for this district' checkbox. (see below)



In order to get the total number of students with 'SSID included in Grad Rate', press the CTRL + Shift + down arrow (↓) key in the first cell below the column title in Column M. You will see a count of the number of rows at the bottom right hand corner of the spreadsheet. (see below)

400	N	P	SSID included in Grad Rate for this district	2012	8/1/2010	#####	99	12 W	F
401	N	P	SSID included in Grad Rate for this district	2009	#####	#####	41	9 W	M
402	N	P	SSID included in Grad Rate for this district	2009	#####	5/8/2009	41	9 W	F
405	N	P	SSID included in Grad Rate for this district	2012	#####	#####	99	12 W	M
407	N	P	SSID included in Grad Rate for this district	2012	8/6/2010	#####	99	12 W	F
408	N	P	SSID included in Grad Rate for this district	2012	#####	#####	99	12 A	F

444 students total reported. Some do not meet the criteria to be included in your Grad Rate.

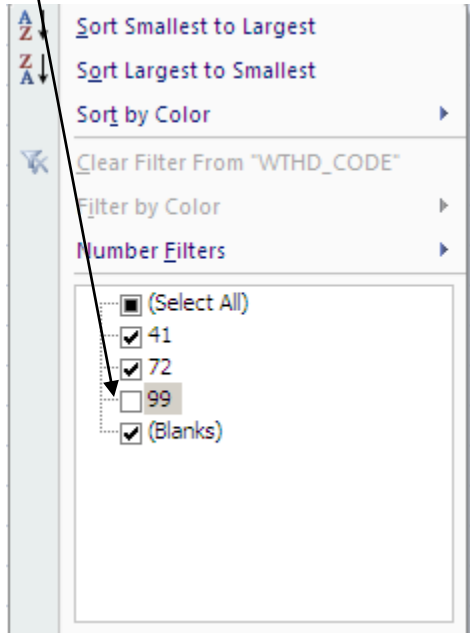
327 of 444 records found

327 students are part of the Grad Rate calculation - Count: 327

Now, we need to find the students within the 327 who are in your co-hort and reported as non-grads.

# Grad Rate Calculation

Keeping the filter in Column M still set to 'SSID included in Grad Rate for this district' go to Column R and uncheck the 99 box. (see below) These students are your non-grads. Investigate/confirm the status.



310	N	P	SSID included in Grad Rate for this district	2012	9/4/1997			11	W	F
328	N	P	SSID included in Grad Rate for this district	2011	#####	8/8/2011	72	11	W	M
338	N	P	SSID included in Grad Rate for this district	2009	#####	#####	41	9	M	F
368	N	P	SSID included in Grad Rate for this district	2012	#####			11	I	F
383	N	P	SSID included in Grad Rate for this district	2009	8/8/2007	1/6/2009	41	9	H	M
391	N	P	SSID included in Grad Rate for this district	2009	#####	#####	41	9	W	M

STU\_LONG\_GR\_2012\_4Y

27 of 444 records found

students in your co-hort counted as non-grads Count: 27

Now we have the numbers we need to determine the calculation. 327 students in the co-hort. (From first filter on Column M)

27 students within the co-hort counting as non-grads. (From second filter on Column R)

$$327 - 27 = 300$$

$$300 \text{ divided by } 327 = 91.743\%$$