

## MEMORANDUM

TO: All Senior High Principals

FROM: Information Technology Services (ITS)

SUBJECT: **ISIS GRADUATION TYPE CODE UPDATE**

In order to comply with the required state element on the students' transcripts designating the graduation/completion type, schools must enter the Graduation/Completion Type codes in ISIS. Students' records must be marked in advance of the graduation/completion date (June 20, 2003) in order to ensure the correct graduation/completion designation. (Such as International Baccalaureate, College Ready Diploma, Superintendent's Diploma of Distinction, Certificate of Completion, Special Diploma, etc.)

For students earning only a Standard Diploma with no special connotation, no action is necessary. However, for students who will be receiving other diploma/completion options, updating of the Graduation Type code in ISIS must be completed prior to June 20, 2003. On June 20, ITS will update the 12<sup>th</sup> grade student file. Students who do not have a specific graduation type code, or a summer or future schedule will be withdrawn with a W06.

**\*\*\*\*\* IMPORTANT \*\*\*\*\***

In support of the Enhanced New Needed Opportunity for Better Life and Education for Students with Disabilities (ENNOBLES) Act, ITS will add Graduation Type code "W" (FCAT Waived). Schools will be notified as soon as this code is available. The ENNOBLES Act provides for individual educational plan (IEP) teams to waive passing the FCAT as a requirement for graduation with a standard diploma for students with disabilities whose abilities cannot accurately be measured by the FCAT. For additional information regarding the ENNOBLES Act, schools should refer to the memorandum from Ms. Brucie Ball, Assistant Superintendent, Office of Exceptional Student Education and Student/Career Services, subject: Waiver of the Florida Comprehensive Assessment Test for Certain Students with Disabilities.

A list of the Graduation Type codes is available from the ISIS Help Menu (PA2, then press PF15).

The graduation type code may be entered either on the Student Information screen (PF3) in the Graduation Type field or on the Graduation Type screen (selection B on the Student Information Categorical Update menu).

Questions regarding graduation policy should be directed to the Division of Student/Career Services at 305-995-7324. Questions regarding data entry should be directed to Support Services at 305-995-3705(0).