

Last Modified on 10/22/2022 10:21 am CDT

Report Logic | Report Editor Details | Generating the Report

**PATH:** *KY State Reporting > Dual Enrollment Cap Summary* 

The **Dual Enrollment Cap Summary Report** provides a list of students who are subject to the Dual Enrollment Cap in Kentucky attendance reports. Students must have no more than one primary enrollment and one secondary enrollment at any given time.

Dual Enrollment Cap Summary
The Dual Enrollment Cap Summary provides a list of students who are subject to the Dual En attendance reports. Students must have no more than one Primary enrollment and one Seco given time.
Report Options
Select Calendars
Which calendar(s) would you like to include in the report?
08-09
08-09 ACKERLY/BINGHAM GUID
08-09 ACKERLY/BINGHAM GUID
08-09 AHRENS EDUCATIONAL R
08-09 ATHERTON HIGH SCHOOL
08-09 ATKINSON ELEMENTARY
08-09 AUBURNDALE ELEMENTA
08-09 AUDUBON TRADITIONAL I
08-09 AUDUBON YOUTH DEVEL
08-09 BALLARD HIGH
08-09 BARRET TRADITIONAL MI
08-09 BATES ELEMENTARY
08-09 BELLEWOOD CHILDRENS
08-09 BINET SCHOOL
08-09 BOWEN ELEMENTARY
08-09 BOYS HAVEN
08-09 BRANDELS ELEMENTARY
08-09 BRECKINRIDGE METROPO
08-09 BRECKINRIDGE/FRANKLIN
08-09 BROOKLAWN
08-09 BROWN SCHOOL
08-09 BUECHEL METROPOLITAN
08-09 BUTLER TRADITIONAL TE
08-09 BYCK ELEMENTARY
08-09 CAMP TAYLOR ELEMENT/
08-09 CANE RUN ELEMENTARY
OTEL sisk as SWET sisk to select switch
CTRL-CIICK OF SHIFT-CIICK TO SELECT MUITIPLE
Format: HTML 💌
Generate Report
Generale Report

Image 1: Dual Enrollment Cap Summary Report Editor

Only students who have at least one primary enrollment and at least one secondary enrollment in the district silumtaneously for a minimum of one day within the school year selected in the Campus toolbar will be reported.



Students who are marked as State Exclude will be included in this report, as well as students in grade levels marked as State Exclude and calendars marked as State Exclude.

## **Report Logic**

Enrollment data is used for gathering a list of the students. The selected Service Type on each enrollment determines what is a primary enrollment or a secondary enrollment. Primary enrollments are listed first, and subsequent enrollments at the same school will be listed with a numeric designation. The earliest chronological enrollment will display first, followed by additional enrollments. All enrollments will be displayed.

2	Summary Enrollments Sch	edule 🏹 Attendance	Programs	🖄 Grades 🔄 🗅 Diploma Standards (HS) 🛛 Trans	scrip
	Save 🗙 Delete 合 Print Enrollment Hi	story 📄 New 📄 New Er	nrollment History		
÷	General Enrollment Information	n			
	Calendar 09-10 BATES ELEMENTARY	Schedule (read only) Main	*Grade 03 🗸	Class Rank Exclude	
	*Start Date No Show	End Date	End Action	*Service Type	
	*Start Status		End Status		
	E01: First enrollment of the year	×	Dropout Reason	ns	
	Start Comments		End Comments	×	
	Future Enrollment				
	State Reporting Fields				
	Special Ed Fields				
	District Defined Elements				

*Image 2: Student Service Type (Student Information > General > Enrollments > General Enrollment Information)* 

## **Report Editor Details**

The Report editor allows the selection of calendars by Active Year (shown in image above), by School or by Year. The report is intended to be generated against all calendarsi in the district in order to see all dual-enrolled students.



Dual Enrollment Cap Summary
The Dual Enrollment Cap Summary provides a list of students who are subje attendance reports. Students must have no more than one Primary enrollmen given time.
Penort Options
Select Calendars
Which calendar(s) would you like to include in the report?
◯ active year ⊙ list by school ◯ list by year
ACKERLY/BINGHAM GUIDANCE
09-10 ACKERLY/BINGHAM GUID
NP 09-10 ACKERLY/BINGHAM G
08-09 ACKERLY/BINGHAM GUID
NON PUB-ACKERLY/BINGHAM G
07-08 ACKERLY-BINGHAM GDN
ACKERLY/BINGHAM GUIDANCE
09-10 ACKERLY/BINGHAM GUID
NP 09-10 ACKERLY/BINGHAM G
08-09 ACKERLY/BINGHAM GUID
NON PUB-ACKERLY/BINGHAM G
07-08 ACKERLY-BINGHAM GDN
ARKENS EDUCATIONAL RESOUR
07-08 AHRENS EDUCATIONAL R
ATHERTON HIGH SCHOOL
10-11 ATHERTON HIGH SCHOOL
09-10 ATHERTON HIGH SCHOOL
NP 09-10 ATHERTON HIGH SCHC
08-09 ATHERTON HIGH SCHOOL
NON DUB ATHEDTON HIGH SCHI

Image 3: Dual Enrollment Cap - Calendars by School

Dual Enrollment Cap Summary
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◯ active year ◯ list by school ⊙ list by year
10-11
10-11 ATHERTON HIGH SCHOOL
10-11 FERN CREEK TRADITIONA
10-11 Honus Wagner Middle Sch
10-11 SOUTHERN HIGH SCHOOL
10-11 WESTERN HIGH SCHOOL
09-10 09-10 ACKEPLY/BINGHAM GUID
09-10 ACKERLY/BINGHAM GUID
09-10 ARRENS EDUCATIONAL R
09-10 ATHERTON HIGH SCHOOL
09-10 ATKINSON ELEMENTARY
09-10 AUBURNDALE ELEMENTA
09-10 AUDUBON TRADITIONAL I
09-10 AUDUBON YOUTH DEVEL
09-10 BALLARD HIGH
09-10 BARRET TRADITIONAL MI
09-10 BATES ELEMENTARY
09-10 BELLEWOOD CHILDRENS
09-10 BINET SCHOOL
09-10 BLAKE ELEMENTARY
09-10 BLOOM ELEMENTARY

Image 4: Dual Enrollment Cap - Calendars by Year

The report can be generated in either HTML format or PDF format. The HTML format will display enrollments that are hyperlinked to allow the user to view the selected enrollment. The PDF version



does not contain hyperlinks to the enrollment, but is provided in case users wish to print out the list of students to aid in the workflow process. Images of both the HTML and PDF formats appear below.

## **Generating the Report**

- 1. Select the **Calendars** to include in the report. Calendars can be selected by school, by active year or by year.
- 2. Select the desired **Format** of the report either HTML or PDF.
- 3. Click the **Generate Report** button. The report will appear in a new window in the selected format.

Kentuck Generated on 02/05/2010 13	xy State 1:31:07 AM Page 1 of 1		Dual Enrollment Cap District: JEFFERSON COUNTY PUBLIC SCF Calendar: 09-10 BATES ELE	Summary HOOLS Students Reported:1 MENTARY
Name	State ID	Grade	Enrollment	Enrollment Date
Name Student, Mary Catherine	State ID 11111111	Grade 03	Enrollment 09-10 BATES ELEMENTARY(P)	Enrollment Date 08/13/2009 -

Image 5: Dual Enrollment Cap Report - PDF Format

Name	State ID	Grade	Enrollment	Enrollment Date
6. 1 · M. O.4 ·		03	09-10 BATES ELEMENTARY(P)	08/13/2009 -
Student, Mary Catherine IIIIIII	03	09-10 BATES ELEMENTARY(S)	02/01/2010 -	

Image 6: Dual Enrollment Cap Report - HTML Format