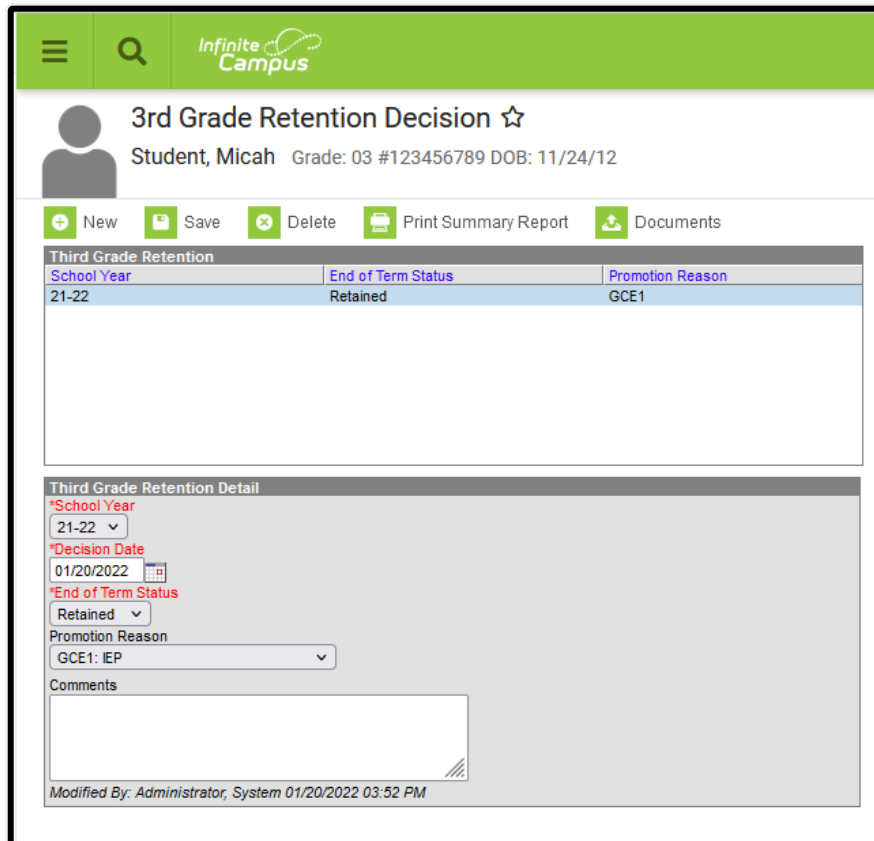# Third Grade Retention Decision (Michigan)

Last Modified on 10/22/2022 10:25 am CDT

[Tool Rights for Third Grade Retention](#) | [Manage Third Grade Retention Records](#) | [Third Grade Retention Fields](#)

Classic View: Student Information > Program Participation > State Programs > Third Grade Retention

Search Terms: Third Grade Retention Decision

The Third Grade Retention Decision tool records retention decisions for students targeted for retention by the Read by Grade Three law. **Only one record per student per school year is allowed.**
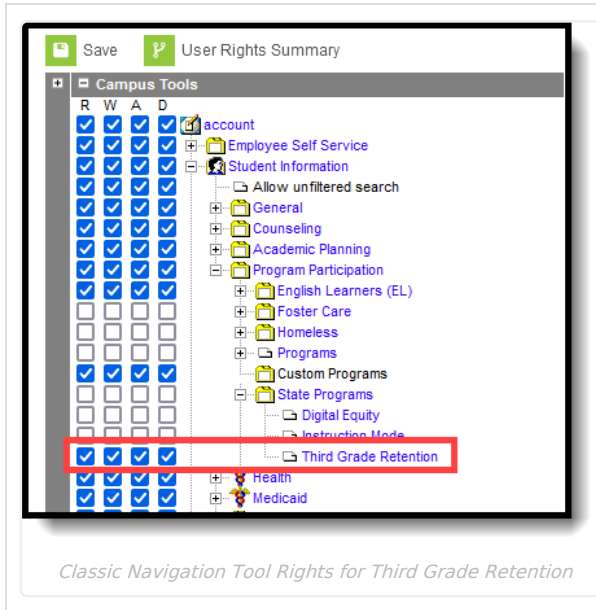

Third Grade Retention Tool

Tool Rights for Third Grade Retention

Full rights to the Third Grade Retention tool require **RWAD** rights to the Student Information > State Programs > Third Grade Retention tool.

- Read rights allow the user to view the Third Grade Retention tool.
- Write rights allow the user to modify existing Third Grade Retention records.
- Add rights allow the user to add new Third Grade Retention records.
- Delete rights allow the user to permanently remove Third Grade Retention records.

Users also need at least R rights to Student Information and Modify Rights for the selected calendar.

Classic Navigation Tool Rights for Third Grade Retention

New Navigation Tool Rights for Third Grade Retention

Manage Third Grade Retention Records

To add a new record:

1. Click the **New** icon. A **Third Grade Retention Detail** editor displays.
2. Select the appropriate **School Year** for the record.
3. Enter the **Decision Date** in *mmddyy* format, or use the calendar icon to select a date.
4. Select the **End of Term Status.**
5. Select the appropriate **Promotion Reason**.
6. Enter any **Comments** related to this record.
7. Click the **Save** icon when finished.

To print a summary of the student's Third Grade Retention record, click the **Print Summary** button.

Third Grade Retention Print Summary

Third Grade Retention Fields

School Year | Decision Date | End of Term Status | Promotion Reason | Comments

School Year

Lists the school year for which the record applies.

▸ Click here to expand...

Decision Date

Indicates the date the decision to promote or retain the student was made.

▶ Click here to expand...

End of Term Status

Indicates the nature of the student's progress at the end of a given school term.

▶ Click here to expand...

Promotion Reason

Identifies the reason the student was promoted to the fourth grade. This is a required entry when the End of Term Status is Promoted. A value does not need to be entered for this field when the End of Term Status is Retained.

▶ Click here to expand...

Comments

Provides a space to list any comments related to the decision to promote or retain the student.

▶ Click here to expand...