Enrollment Loss Report [.2124 - .2219]
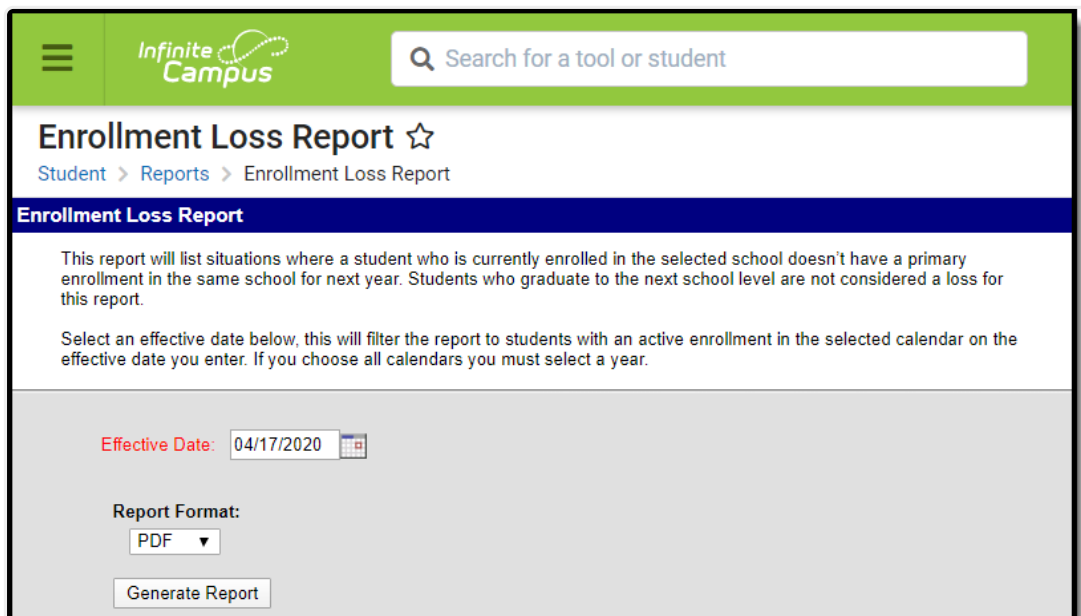
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> You are viewing a previous version of this article. See Enrollment Loss Report for the most current information.

Classic Path: Student Information > Reports > Enrollment Loss Report

Search Terms: Enrollment Loss

The Enrollment Loss Report determines the amount of students who are no longer enrolled in the selected school and students who are enrolled in another school.

Image 1: Enrollment Loss Report

There may be situations where a student is currently enrolled in the school but does not have an enrollment in the same school for next year, such as:

- The student graduates to the next school level (not considered a loss for this report)
- The student is not returning to the district in the next year (no enrollment anywhere next year)
- The student has applied and been projected to be enrolled in a program in another school (magnet program)
- An override of some sort has been manually created and the student is manually enrolled in a school other than the current one (manual enrollment)
- The student has moved and has been projected to be enrolled in a new school based on new school boundaries (moved)

Students who are not assigned a household address are not included in the report.

Generate the Enrollment Loss Report

1. Enter the **Effective Date** of the report. Students who have an active enrollment in the calendar selected in the Campus toolbar are included in the report.
2. select the desired **Report Format** - PDF or DOCX.
3. Click the **Generate Report** button. The report displays in the selected format.

18-19 High School Generated on 10/07/2019 04:54:05 PM Page 1 of 1	**Enrollment Loss Report** School(s): 1 Calendar(s): 1

School: High School   Calendar: 18-19 High School Grade: 10

Grade	Student	Student Number	R/E	G	Address	Zip	Proj Loc	Loss Reason
10	Student, Christian	123456	100	F	7556 Ocean Drive	95252	XXX	No Enrollment
10	Student, Robert	234567	700	X	P.O. Box 1855	95249	XXX	No Enrollment

Total Grade 10: 2

Total High School / 18-19 High School: 2

Image 2: Enrollment Loss Report Example - PDF

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Image 3: Enrollment Loss Report Example - DOCX