

## Assigning Ninth Grade Code (i.e., 9GR)

In PowerSchool, on the SC Student Information page (separate from the Cohort Maintenance Worksheet page), locate the "Ninth Grade Code" field.

Use the flowchart below for assistance determining the correct 9GR value for an enrolled student.

When was the student enrolled?

The student was actively enrolled on or prior to day 45 as a 9<sup>th</sup> grade student.

Ensure a 9GR value is selected that corresponds to the two digits representing the spring of this school year (e.g., a value of '25' for school year 2024-2025).

The student was actively enrolled after day 45 as a 9<sup>th</sup> grade student.

Where did the student transfer from?

From a South Carolina public school

Was the student in 8<sup>th</sup> grade prior to the transfer **OR** did the student have no 9GR previously assigned?

Yes, one of these scenarios is true for the student.

If the student was in 8<sup>th</sup> grade at the sending school this school year or had no 9GR, use the subsequent school year's 9GR value.

No, these scenarios do not apply. The student was in the 9<sup>th</sup> grade prior to the transfer, and the sending school provided a 9GR.

Assign the 9GR that was provided by the sending school.

From a private school, homeschool, or non-South Carolina school

Based on your review of the student's transcript, what was the student's original entry into 9<sup>th</sup> grade?

Ensure a value is selected that corresponds to the two digits representing the spring of the school year determined to be the student's original entry into 9<sup>th</sup> grade (e.g., a value of '25' for school year 2024-2025 or a value of '26' for school year 2025-2026).

From schools outside the United States

Determine the first year that the student entered a US high school and apply the most permissive 9GR value per guidelines available here:

<https://ed.sc.gov/newsroom/school-district-memoranda-archive/student-enrollment-age-appropriate-placement-ninth-grade-cohort-and-international-transcript-guidance/student-enrollment-age-appropriate-placement-ninth-grade-cohort-and-international-transcript-guidance-memo/>