

# Student Grade Level Descriptions

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## Overview

Special Education, Pupil Accounting, and Standards, Assessment, and Accountability (SAA) have developed a strategy to assign grade levels to pre-kindergarten students based upon their age. **Pre-kindergarten grade levels will be based upon the age of the child as of December 2 each year.** December 2 is the cut off date for kindergarten eligibility. All students regardless of the program they are enrolled in (SEEC, Early Childhood, Babies of Students, etc...) will use the same scheme for determining their grade level. Pre-kindergarten students will retain the same grade level throughout the entire school year.

**The change to pre-kindergarten grade levels is effective for the 06-07 school year.**

The Information Technology (IT) Department will automatically set grade levels for pre-kindergarten students at the start of each school year. Enrollment staff members should assign the appropriate grade level when enrolling a pre-kindergarten student. IT will run a script periodically to correct grade levels for these students. The script will only correct the grade. It will not change the track or school in which a student is enrolled, nor will it change any classes for which the students are scheduled.

Please contact Pupil Accounting (619-725-7575) or Special Education (619-725-5651) with questions regarding grade level descriptions associated with pre-kindergarten students.

## Grade Level Descriptions

Pre-kindergarten grade levels are based off of a student's age as of **December 2 each year.**

Code	Description	Usage
-5	< 1 Year Old	Students less than one year old but born after December 2)
-4	1 Year Old	Students who are one year old
-3	2 Years Old	Students who are two years old
-2	3 Years Old	Students who are three years old
-1	4 Years Old	Students who are four years old but not enrolled in kindergarten
0-12	Kindergarten-12th	Unchanged
NG	NG	DISCONTINUED CODE – DO NOT USE