

User Guide to High School Graduation Cohort Status Profile

Introduction

In 2011, the New Jersey Department of Education (NJDOE) began using the adjusted cohort formula to calculate graduation rates, in accordance with federal requirements. This method utilizes NJ SMART data to calculate rates for schools, districts, and the State.

Beginning in the 2020-2021 school year, the NJDOE was required to make changes to the methodology used to calculate the adjusted cohort graduation rate for federal reporting and accountability purposes. The United States Department of Education (USED) determined that the NJDOE must only include students who receive a diploma that is fully aligned with the state's standards, meaning they have met the state's graduation assessment requirements, course requirements, and local attendance requirements. This means that students with Individualized Education Programs (IEPs) that utilize an approved modification or exemption for some or all requirements may not be counted as graduates in the calculation of the adjusted cohort graduation rate used for federal reporting and accountability purposes.

As a result, the NJDOE began calculating two versions of the adjusted cohort graduation rate. A "federal version" which aligns with Every Student Succeeds Act (ESSA) requirements and [USED guidance](#) and is used for federal reporting and ESSA school accountability. A "state version" continues to use the same methodology as previously used and reflects all students who receive a state-endorsed diploma.

Students with disabilities who did not meet the state course requirements for graduation, state attendance requirements for graduation or the state assessment requirements for graduation because of an exemption or modification to their IEP will not be included in the graduates count (the numerator) when calculating the "federal version" of the adjusted cohort graduation rate.

Districts can use the High School Graduation Cohort Status Profile to view both the "federal" and "state" versions of the adjusted cohort graduation rate.

High School Graduation Cohort Status Profile

NJ SMART's High School Graduation Cohort Status Profile is available on the District Report tab. It enables districts to view their 4-Year, 5-Year, and 6-Year graduation rates as well as track cohort statuses of their high school students. Like all NJ SMART District Reports, the High School Graduation Cohort Status Profile is designed to display a rich array of student information at a high level, making it easy to recognize patterns that may require further analysis. These profiles include multiple types of data that might otherwise exist in separate reports or data systems, allowing users to compare and analyze trends across various categories of information.

User Guide to High School Graduation Cohort Status Profile

HIGH SCHOOL GRADUATION COHORT STATUS PROFILE (SA)

State Snapshot Report: [snapshot date] or Local Data Mart Report: [School Year] (Generated: mm/dd/yyyy)
 [Graduation Rate]
 [CDS Perspective]
 [District]
 [School]
 4 Year Graduation Cohort: [Cohort Year]

Student Characteristics ⁴	Adjusted Cohort Graduation Rate % ²		Adjusted Cohort Count ²		Graduated		Transfer Out - Unverified		Transfer In		On-Track Continuing		Off-Track Continuing		Active Student - Status Unknown ³		Dropout		Excluded From Cohort ¹	
	$\frac{[\text{Graduated}]}{[\text{Adjusted Cohort Count}]}$	%	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	
Total Students	89.2%		288	100.0%	258	89.6%	3	1.0%	3	1.0%	2	0.7%	5	1.8%	2	0.7%	15	5.4%	28	
School																				
School 1	88.9%		90	32.1%	80	88.9%	1	1.1%	1	1.1%	0	0.0%	3	3.3%	0	0.0%	5	5.6%	10	
School 2	89.5%		190	67.9%	178	89.5%	2	1.1%	2	1.1%	2	1.1%	2	1.1%	2	1.1%	10	5.3%	10	
Grade Level																				
Grade 11	80.0%		10	3.5%	8	80.0%	1	10.0%	1	10.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	
Grade 12	83.0%		270	94.5%	250	83.0%	2	0.7%	2	0.7%	2	0.7%	2	0.7%	2	0.7%	10	3.7%	10	
Entering Gender																				
Female	88.9%		90	32.1%	80	88.9%	1	1.1%	1	1.1%	0	0.0%	3	3.3%	0	0.0%	5	5.6%	10	
Male	89.5%		190	67.9%	178	89.5%	2	1.1%	2	1.1%	2	1.1%	2	1.1%	2	1.1%	10	5.3%	10	

LD	SD	First Name	Middle Name	Last Name	Generation Suffix Code	DOB	City of Residence	City of Birth	State of Birth	Country of Birth	County Code Attending	District Code Attending	School Code Attending	Attending School Name	Migrant Status	Gr
12345	1234567890	Amelia		ANDERSON		06/09/1992	TRENTON			United States	00	0000	000	High School 1	N	
12345	1234567890	Roger	R	ALLEN		03/10/1991	TRENTON	TRENTON	NJ	United States	00	0000	000	High School 1	N	
12345	1234567890	Juan		AMREZ		11/26/1992	TRENTON	ATLANTIC CITY	NJ	United States	00	0000	000	High School 1	N	
12345	1234567890	Michelle	Elizabeth	BERG		03/18/1991	TRENTON	TRENTON	NJ	United States	00	0000	000	High School 1	N	

Enrollment Profile
Assessment Profile

Profile Description

- Profile Header** displays the profile name, whether it is an Official Snapshot or Local Data Mart profile, chosen school year, date that the profile was generated, district name, school name, and 4 Year Graduation Cohort Year.
- 4 Year Adjusted Cohort Graduation Rate** is calculated from the following equation:

Graduated
Adjusted Cohort Count

The students who are included in the graduated count (the numerator) will differ depending on whether the federal or state calculation is selected.

Cohort Statuses (Columns):

- **Adjusted Cohort Count** refers to the number of students in the final cohort, as adjusted by the number of incoming and outgoing transfers. In the context of this profile, your adjusted cohort count is comprised of: Graduated, Transfer Out-Unverified, Transfer In, On-Track Continuing, Off-Track Continuing, Status Unknown, and Dropout students.
- **Graduated** refers to students that have been exited from SID Management as graduates through the summer of the specified cohort year and whose cohort has been determined to be that year. The Graduated count differs based on whether the state or federal calculation is selected on the parameters page:
 - **State Level Report:** Student Exit Withdrawal Code: L
 - **Federal Level Report:** Student Exit Withdrawal Code: L, IEP Graduation Attendance <> 1, *and* IEP Graduation Course Requirement <> 1 *and* Graduation Pathway Indicator for both Math and ELA <> "M"
- **Graduated (State Calculation Only)** will only appear in the federal level report. This status refers to students that have been exited from SID Management as graduates through the summer of the specified cohort year who did not meet the state course requirements, state attendance requirements, or the state assessment requirements for graduation because of an exemption or modification to their IEP. These students have graduated, but they count as graduates only in the state version of the graduation rate calculation.
 - Student Exit Withdrawal Code: L
 - IEP Graduation Course Requirement = 1 OR IEP Graduation Attendance = 1 OR ELA Graduation Pathway Indicator= M OR Math Graduation Pathway Indicator= M
- **Transfer Out – Unverified** refers to students that an LEA inactivated as Transfers but were never re-activated by another district or state institution. Thus, the student remains in the original district’s cohort and is considered a “non-graduate” in the graduation rate calculation. (A ‘Transfer Out’ is considered verified when another district/institution activates the student’s SID, thereby adding the student to its cohort)
 - Student Exit Withdrawal Codes: T4, T6, T7, TC, TR, TD, TA
- **Transfer In** refers to *active* cohort students who transferred into your district and have been added to your adjusted cohort count. Students will have a temporary “Transfer In” status until the first State Submission subsequent to the transfer; at that time, the cohort status will be updated based on their submitted grade level.
- **On-Track Continuing** refers to *active* cohort students who are considered on-track to graduating in four years. Each State Submission, active students’ cohort statuses are updated based on their submitted grade levels; if student’s progress as expected through grade levels, they will remain “On-Track Continuing” until they exit as graduates.
- **Off-Track Continuing** refers to *active* cohort students who are not progressing through grade levels on time and are considered off-track to graduating in four years.
- **Active Students – Status Unknown** refers to *active* cohort students who were not submitted in the district’s most recent State Submission, and therefore their status is unknown.
- **Dropout** refers to students who have dropped out of school for various reasons.

User Guide to High School Graduation Cohort Status Profile

- Student Exit Withdrawal Codes: D1, D2, D3, D4, D5, D6, D7, D8, D11
- **Excluded from Cohort Status** refers to exempt cases that are not included in your cohort and therefore do not factor into the graduation rate. The status of these students in your district is subject to audit by the NJ Department of Education.
 - Student Exit Withdrawal Codes: D9, T3, T8, T9, TP, PPE

4 **Subgroup Variables (Rows)** can be clicked on to filter the population to the row category selected. This filter will allow the user to drill down to further examine each subgroup by clicking on the variable name within the profile. The available sub-group variables are:

- | | |
|---|---|
| <ul style="list-style-type: none"> ▪ School ▪ Grade Level ▪ Entering Gender ▪ Entering Race/Ethnicity ▪ Overall Economically Disadvantaged (Lunch Status) ▪ Overall Special Education Status ▪ Overall Migrant Status ▪ Overall Homeless Status | <ul style="list-style-type: none"> ▪ Overall English Language Learner Status ▪ Overall Foster ▪ Overall Military-Connected ▪ Time in District ▪ Students Retained List ▪ Number of Days Not Present ▪ Discipline ▪ Program Enrollment |
|---|---|

Starting in 2020-2021, the Economically Disadvantaged, Special Education, Migrant, Homeless, English Learner, Foster, and Military-Connected status groups became based on overall status and not entering status. This means that students will be identified in these student groups if they were ever reported to be in these student groups since entering the cohort. This change is based on updated guidance from the United States Department of Education (USED). Gender and Race/Ethnicity will continue to be based on entering status.

5 **Profile Features:** The High School Graduation Cohort Status Profile presents a starting point for further data analysis and includes:

- Ability to view aggregate student counts from NJ SMART snapshot data across multiple years and submissions, disaggregated across multiple categories.
- Ability to drill down from aggregate counts to detailed Student Lists that summarize key data for students.
- Ability to drill down from Student Lists to detailed student Enrollment and Assessment Records that provide history and in-depth information from across various submissions for individual students.
- Ability to export all profiles into Excel for further analysis and printing.

Resources

Online training resources designed to assist LEAs in using the profiles are available on the Help and Support tab of the NJ SMART portal. Resources include an introduction video, instructions on how to access and read the profiles, FAQs, and a guided data analysis protocol.

In addition, NJ SMART hosts a series of [web-based trainings](#) and on demand videos to provide further assistance – including two on demand eLearning videos on [High School Graduation](#) and [District Reports](#), a general District Reports live training, and a specific live session on the High School Graduation profile.

The NJ Department of Education’s [website](#) has more information regarding the development of the new high school graduation rate and a related list of FAQs for school districts.

For further information or assistance from NJ SMART, contact our Helpdesk at 1-800-254-0295 or njsmart@pcgus.com.