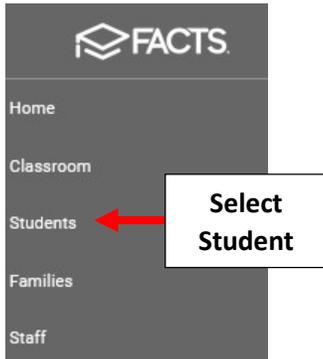


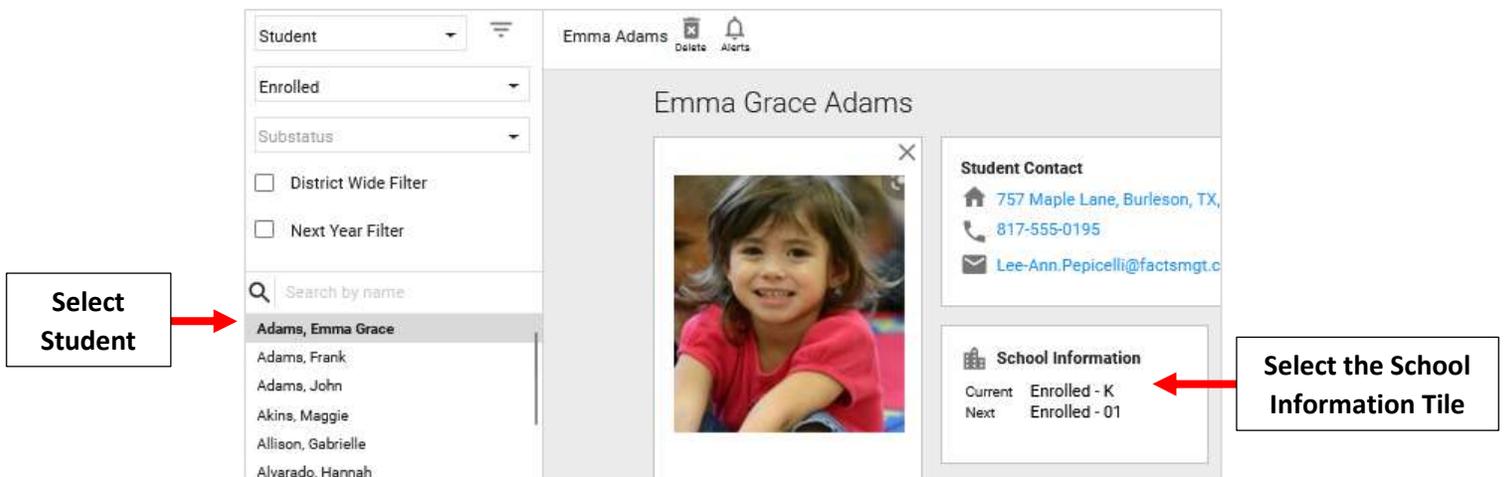
Report Card - Clearing Student Grade for Next Year

****Please Note: You MUST Re-enter Grade Level Prior to Progression****

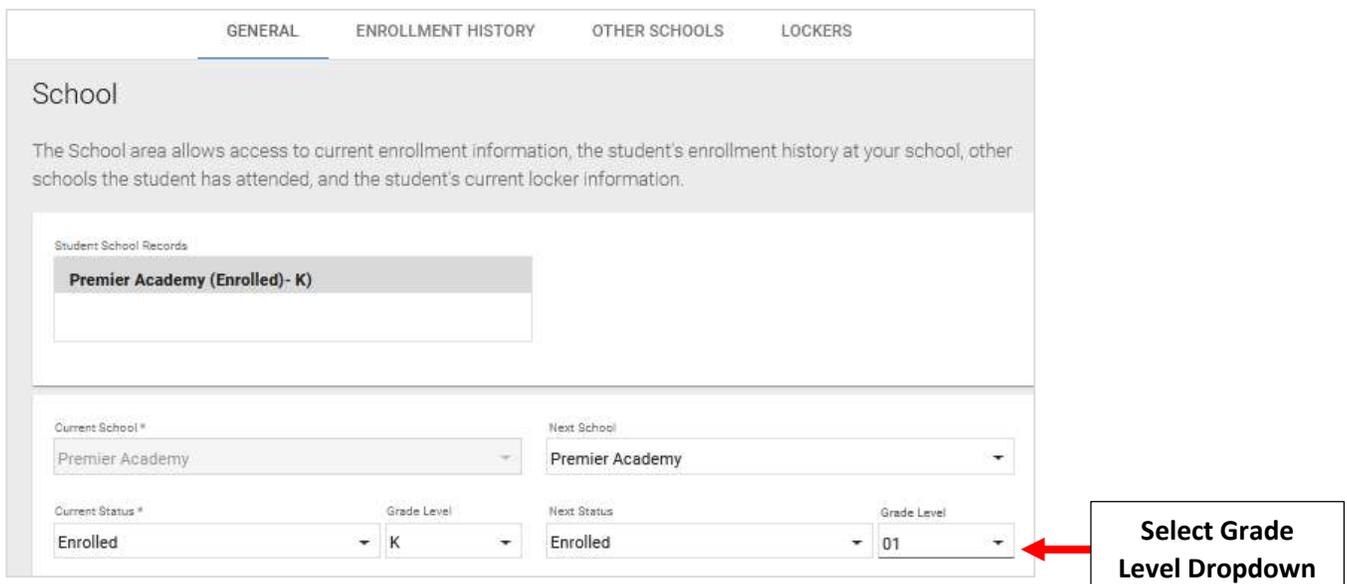
Once logged into FACTS please select **Student**



Select **Student** From List than Select the **School Information** Tile



Select the **Grade Level** Drop Down



Select **Clear** from the Dropdown and Select **Save** to **Save** your Changes

The image shows a web form for student enrollment. The form is divided into several sections:

- Current School ***: Premier Academy
- Next School**: Premier Academy
- Current Status ***: Enrolled
- Grade Level**: K
- Next Status**: Enrolled
- Enrolled Date ***: Friday, Sep 10, 2021
- Sub Status**: (dropdown menu)
- Placement**: (dropdown menu)
- Graduation Date**: (dropdown menu)
- Class Year**: (dropdown menu)
- Student ID**: (input field)

On the right side of the form, there is a vertical dropdown menu with the following options: PK3, PK4, K, 01, and 02. A red arrow points from a callout box labeled "Select Clear" to the "X Clear" option at the top of this menu. Another red arrow points from a callout box labeled "Select Save to Save your Changes" to a blue circular button with a white floppy disk icon located at the bottom right of the form.