

Adding an Academic Program to an Individual Student

1. Search for the student who needs the program added

PATH: Student Information > Academic Planning > Programs tab

2. Select **New**
3. Select the Program: SCUSD Grad Requirements with a Start Date
4. **Save**

Start date should be the same as the student's current Enrollment Start Date

The screenshot displays the SCUSD Student Information System interface. On the left, a navigation menu includes 'Index', 'Search', and 'Student Information' with sub-items like 'General', 'Counseling', 'Academic Planning' (circled in red), '504 Accommodations Plan', 'Program Participation', 'Health', 'Medicaid', 'PLP', 'Response to Intervention', and 'Special Ed'. The main content area shows the 'Programs' tab selected, with buttons for 'Save', 'Delete', 'New', and 'Documents'. Below these is the 'Academic Program Editor' table with columns for 'Program', 'Start Date', 'End Date', 'Program Type', and 'Flag'. The 'Graduation Program Detail' section is visible, with a dropdown menu open for '*Program'. The dropdown options are 'SCUSD AR 1 Grad Requirements', 'SCUSD AR 2 Grad Requirements', and 'SCUSD Grad Requirements' (circled in red).