How to set up an eligibility report for an entire school year:
1) You must be in the ͞Student Management͟ system in order to do so. This is found in a box on
the upper right hand side of the main menu, probably labeled ͞Jump to Other Systems.͟ If you
do not have this to select, you need to contact that IT department and let them know that you

ii. Click the plus sign next to grading. This will expand the window.

iii.