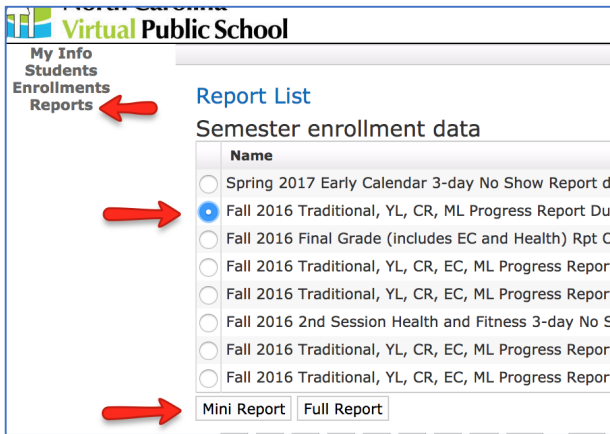


Guide for Accessing NCVPS Grade Reports and No-Show Reports

NCVPS posts grades reports and Day-3 and Day-7 no-show reports in the registration system. Follow these steps to retrieve your reports.

1. Log in to the NCVPS registration system at <https://registration.ncvps.org>

2. Click the Reports button in the registration system.



3. Click on the button next to the report that you want to download.

4. Click the “Mini Report” or “Full Report” to begin the download. The Mini Report will include all the grade information you need. The Full Report will include other student data (address, phone, etc.)

The report will open in an Excel spreadsheet. Grade information will be in the last columns of the spreadsheet. These fields will be on the report:

Progress Grade = All courses (except OCS and co-teaching) will have a numeric grade reported here.

Comment = All instructors will leave a comment.

Status = This field is used for credit recovery only.

Sample Progress Report

Course title	Comment	status	Number of modules completed	Progress Grade
OCS English 2	null	null	null	null
English 1	Doing well! Great work ethic.			100
Japanese 1	Please continue to do your best. Make up all missing work from lessons 1-3 as well as coaching sessions ASAP.			72
AP Environmental Science	Student says she is supposed to be dropped from course			0
Psychology Honors	Great start in Module 1 but has working not started module 2			97

Sample Final Grade Report

CTE Final Assessment	Eoc Achievement	Comment	Course Work Grade	Final Exam	Final Grade
	3	excellent student!	98	null	null
	4	Student meet the course objectives	81	null	null
		Outstanding job in class!	92	95	93
		Samantha finished strong!	89	98	92
		Student was missing a number of assignments	74	88	78
		High quality work, but student got behind in work	68	88	73
		Great work this semester!	null	null	null
..

Note: EOC, CTE, and NCFE courses do not report final exam grades or final grades. Schools must administer those tests and average them in with the NCVPS Course Work Grade to determine a student’s final grade.

Students in OCS and co-taught courses will have a “null” grade. The cooperating classroom teacher determines the grades for those courses.

Note: NCVPS teachers will record the Expected/Anticipated CTE Grades and Anticipated EOC Scores on the last **progress** report before the final grade report.