

Graduation Requirements Records (GRR) Reimbursement Report Help Document

The reimbursement reports available in the Graduation Requirements Records (GRR) system provide information to districts about reimbursement for eligible assessments students have taken to meet graduation assessment requirements. In order to request reimbursement, the user must have selected “Yes” in the Request Reimbursement drop-down menu when adding or editing a GRR record or requested via the file upload option.

- Students first enrolled in grade 8 in 2010–2011 or earlier (seniors and older in school year 2014–2015) should be prioritized for reimbursement requests for applicable assessments.
- For first enrolled in grade 8 in 2011–2012 (juniors in school year 2014–2015), districts can only request reimbursement for applicable assessments if a student was unable to participate in the statewide administration of the ACT Plus Writing. If students participated in the statewide administration of the ACT Plus Writing, they have met their graduation assessment requirements and no documentation or reimbursement requests are needed in GRR.
- The GRR system is currently NOT used to document any graduation-related decisions or reimbursement requests for students first enrolled in grade 8 in 2012–2013 or later (sophomores and younger in school year 2014–2015).

Refer to the *Graduation Requirements Records (GRR) System* section in Chapter 9 of the *Procedures Manual for the Minnesota Assessments* for additional information on GRR codes and reimbursement requests. [View the Procedures Manual on PearsonAccess](#) (PearsonAccess > Resources > Manuals).

Accessing the Reimbursement Reports

To access the reports, select **Reimbursement Reports** from the menu on the left after logging into the GRR system.

Minnesota Department of Education

MDE > GRR

Signed in as: TestingJB
Log Out

Graduation Requirement Record

Home

Your role is StudentCoordinator

Select Organization: CFL CONTROL DISTRICT [Change]

Reimbursement Reports

Help
mde.testing@state.mn.us
651-582-8231

Overview

Graduation Requirements Records (GRR) is a secure MDE website where districts document decisions to award Met status to a student for graduation assessment requirements and request reimbursement. Students can meet the graduation assessment requirement through a Pass at Individual Rate, ELL Exemption, Mathematics Alternate Pathway (through 2014) or Pass Other State code based on a district's decision. Based on the new 2013 legislation, there are additional options available for students to meet their graduation assessment requirement in reading, mathematics and writing. Students can take the ACT, ACT plus Writing, Compass, WorkKeys, or ASVAB. Student may also meet their graduation assessment requirement with a score on a district-determined equivalent assessment.

On the Reimbursement Reports page, the following reports appear; each report is described in detail the following sections:

- Claimed Student Detail Report
- Estimated Student Amount Report
- Finalized Student Amount Report

Minnesota Department of Education

MDE > GRR

Signed in as: TestingJB
Log Out

Graduation Requirement Record

Claimed Student Detail Report

CSV EXCEL ODS PDF RTF XML

Estimated Student Amount Report

CSV EXCEL ODS PDF RTF XML

Finalized Student Amount Report

CSV EXCEL ODS PDF RTF XML

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These options for accessing the reports are Comma-Separated Values (CSV) file, Excel Spreadsheet (XLS) file, an Open Document Spreadsheet (ODS) file, a Portable Document Format (PDF) file, a Rich Text Format (RTF) file, or an Extensible Markup Language (XML) file.

Reimbursement Timeline

All reimbursement requests to be paid for fiscal year 2014 must be entered by August 3, 2015. From August 3–August 21, districts will have the opportunity to review the Claimed Student Detail Report and Estimated Student Amount Report and make any changes as needed. On August 21, the information in GRR will be used to process reimbursements.

- Beginning August 3, the Claimed Student Detail Report and Estimated Student Amount Report are refreshed early each morning to reflect the current status of entries in GRR. No changes made in GRR after the reports are refreshed will be reflected until the following day. Both reports will be refreshed daily until August 21.
- After August 21, the Final Student Amount Report displays the final reimbursement amount requested for the current fiscal year. Prior to this date, the report will be blank. This report will not be updated again until the of the next reimbursement cycle.

Note: if a student took an assessment prior to August 3, 2015, but the district did not enter the request into the GRR system prior to the deadline, the district can still enter the reimbursement request for fiscal year 2016 with a status date in 2014 or 2015. However, the reimbursement would not be processed until the deadline for 2016 requests.

Reimbursements will be offered through August 2020, when eligible students will have reached the age of 21.

Next Reimbursement Cycle

After reimbursements are finalized for 2015 on August 21, there will be a period of time when the Claimed Student Detail Report and Estimated Student Amount Report will not reflect any changes made or records added in the GRR system.

When the next reimbursement cycle for fiscal year 2016 begins, the reports will display the following:

- The Claimed Student Detail Report will continue to include all students for whom the district has requested reimbursement. For example: a student who is eligible for reimbursement in fiscal year 2015 will continue to appear in 2016; however, the student's record in 2016 will indicate that record is not eligible for reimbursement in 2016 because it was previously reimbursed.
- The Estimated Student Amount Report will only display the estimations for the student's eligible for reimbursement in the current fiscal year.
- The Final Student Amount Report will display all reimbursements that have reimbursed for the district for each fiscal year.

Claimed Student Detail Report

This report provides information on all student records for which the district has requested reimbursement and whether the student is eligible for reimbursement. If the student is not eligible, a reason is provided. If a student is not included on the list, this means reimbursement

was not requested or the record was edited to indicate the student has not met the requirements.

For questions on why a record is not reimbursed, refer to the Graduation Data List or Student Assessment History Report to see a complete record of all GRR entries and assessments for a student; the GRR system will only display GRR records entered by your district.

The following table outlines the column names and descriptions.

Claimed Student Detail Column Name	Claimed Student Detail Column Description
FiscalYear	Fiscal year of the reimbursement claimed
EstimatedOn	Date the reimbursement status was calculated
District	District number and type from the GRR record
Subject	Subject from the GRR record
StateStudentID	MARSS/SSID number from the GRR record
LastName	Last name from the GRR record
FirstName	First name from the GRR record
MiddleName	Middle name from the GRR record
BirthDate	Birth date from the GRR record
Gender	Gender from the GRR record
StatusDate	Date the assessment was administered; from the GRR record
PassMethod	Assessment entered on the GRR record
ReimbStatus	Indicates whether the student is eligible for reimbursement or the reason why the record will not be reimbursed; includes a code that corresponds to the definition in the next column
Definition	Description of the ReimbStatus message

This table provides information on the possible reimbursement statuses and their corresponding definitions. Additional notes are included as applicable. The message numbers can be categorized as follows:

- Messages in the 1000 series provide information about the GRR record itself.
- Messages in the 2000 series provide information about the GRR record related to other MDE assessment records for that student.
- Messages in the 3000 series provide information about the GRR record in relation to other GRR records.
- Messages in the 4000 series provide information about the GRR record in relation to MARSS enrollment records.

Message Number	ReimbStatus	Definition and Notes
0	Eligible	The assessment entered for this student appears to be eligible for reimbursement.
1001	Previously Reimbursed	This student has already taken a GRR assessment that was previously reimbursed. <i>Note: this message means this student had a GRR record submitted for reimbursement in a prior year and has already been reimbursed to either you or another district.</i>
1002	Age Over 21	The student was over age 21 at the time of the GRR assessment and is not eligible for reimbursement.
1003	Assessment Date Out of Range	The date of the GRR assessment entered for this student falls outside the acceptable range of dates available for reimbursement. <i>Note: this message means that the Status Date (when the assessment was administered) was prior to May 21, 2013.</i>
2001	Passed a Previous MDE Assessment	The student appears to have already satisfied the requirement by receiving a passing score on a previous MDE assessment for this subject. <i>Note: this means the student received a passing or proficient score on a GRAD-related assessment (BST/GRAD/high school Standards-Based Accountability Assessment).</i>
2002	Passed a Following MDE Assessment	The student appears to have satisfied the requirement by receiving a passing score on an MDE assessment for this subject on a subsequent date. <i>Note: this means the student received a passing or proficient score on a GRAD-related assessment (BST/GRAD/high school Standards-Based Accountability Assessments) after the assessment on the GRR record was administered.</i>
2003	Age Under Threshold / MDE Assessment Attempt Not Found	For students under a certain age using the GRR status date, an attempt with a failure on an MDE assessment must be found for this subject for reimbursement to be applicable. <i>Note: this message usually appears for any student age 15 and younger because these students would not typically have been enrolled in a grade that would be taking an assessment to meet graduation assessment requirements.</i>
2004	Request Satisfied by Previous MDE Career and College Assessment	The student appears to have already satisfied the requirement with a previous MDE Career and College assessment for this subject. <i>Note: this means the student already has an assessment record for state-administered ACT Compass or ACT Plus Writing.</i>

Message Number	ReimbStatus	Definition and Notes
2005	Request Satisfied by a Following MDE Career and College Assessment	<p>The student appears to have satisfied the requirement with a MDE Career and College assessment for this subject on a subsequent date.</p> <p><i>Note: this means the student has an assessment record for state-administered ACT Compass or ACT Plus Writing after the assessment on the GRR record was administered.</i></p>
3001	Requirement Previously Satisfied by GRR Subject	<p>The student already has a Graduation Requirement Record for this subject that satisfies the requirement.</p> <p><i>Note: this means the student already has an assessment with an earlier status date has been entered for that subject by another district. It also could mean that a GRR record has been entered, like individual passing score, reciprocity, ELL exemption, or mathematics alternate pathway.</i></p>
3002	Requirement Previously Satisfied by GRR Assessment	<p>The student already has a Graduation Requirement Record that indicates a GRR assessment was provided that satisfies the requirement for this subject.</p> <p><i>Note: this message means that even if an assessment was not requested for reimbursement for a specific subject, it may prevent an additional assessment from being reimbursed. For example, if ASVAB was entered for math and Compass was entered for reading, the Compass will not be reimbursed because the ASVAB would also meet the requirements for reading even though the ASVAB was not requested for reading.</i></p>
3003	Reimbursement Record Conflict	<p>The student has another Graduation Requirement Record for this subject entered by another district with the same status date where both districts are requesting reimbursement.</p> <p><i>Note: this message means that two districts entered a request for the same subject on the same date, and only one request per subject can be reimbursed. Verify that the date you entered in the Status Date for the GRR records is the correct date for when the test was administered (not when the record was entered).</i></p>

Message Number	ReimbStatus	Definition and Notes
3004	Reimbursement Assessment Conflict	The student has a reimbursable ACT reported on the same day as a reimbursable ACT+W within the same district. Only the ACT+W will be reimbursed. <i>Note: this message means that your district is claiming reimbursement for ACT and ACT Plus Writing for the same administration date. For example, ACT was entered for math and ACT Plus Writing was entered for writing. Verify which assessment was administered and update the records as needed.</i>
4001	Graduation Requirement Changed based on First Year Served in Grade 8	Reimbursement is not available for students who were first served in grade 8 during or after the 2012-13 school year. <i>Note: this means that a MARSS enrollment record was found in grade 8 during the 2012-13 school year or later and these students are not eligible for reimbursement.</i>

Estimated Student Amount Report Columns

This report provides the estimated dollar amount of reimbursement by student. The following table outlines the column names and descriptions.

Estimated Student Amount Column Name	Estimated Student Amount Column Description
FiscalYear	Fiscal year of the reimbursement claimed
EstimatedOn	Date the reimbursement amount was calculated
District	District number and type from the GRR record
StateStudentID	MARSS/SSID number from the GRR record
LastName	Last name from the GRR record
FirstName	First name from the GRR record
MiddleName	Middle name from the GRR record
BirthDate	Birth date from the GRR record
Gender	Gender from the GRR record
StatusDate	Date the assessment was administered; from the GRR record
PassMethod	Assessment entered on the GRR record
EstimatedAmount	The estimated dollar amount of the reimbursement

Final Student Amount Report Columns

This report provides the final dollar amount of reimbursement by student for the noted fiscal year after the reimbursement request deadline. The following table outlines the column names and descriptions.

Final Student Amount Column Name	Final Student Amount Column Description
FiscalYear	Fiscal year of the reimbursement claimed
FinalizedOn	Date the final reimbursement amount was calculated
District	District number and type from the GRR record
StateStudentID	MARSS/SSID number from the GRR record
LastName	Last name from the GRR record
FirstName	First name from the GRR record
MiddleName	Middle name from the GRR record
BirthDate	Birth date from the GRR record
Gender	Gender from the GRR record
StatusDate	Date the assessment was administered; from the GRR record
PassMethod	Assessment entered on the GRR record
FinalAmount	The final dollar amount of the reimbursement