Adding an XG Flag

10/30/2025 10:26 am EDT

The 'XG' (extra grade level) is used for Grade 12 students who are less than 22 years of age and enrolled past the student's twelfth grade year. Users will need to select a grade of '12' for the student and add the 'XG' flag to their student record. ECATS will correctly map data for students that show grade level 12 with an 'XG' flag.

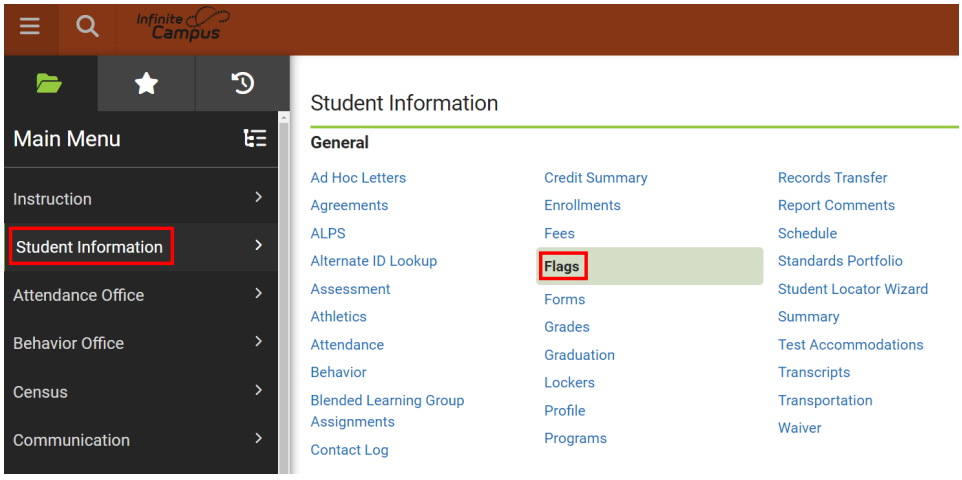
This document demonstrates how at add an 'XG' flag to a student(s) record.

Please see the Flags (https://kb.infinitecampus.com/help/flags-student) **Infinite Campus article for more information on flags.**

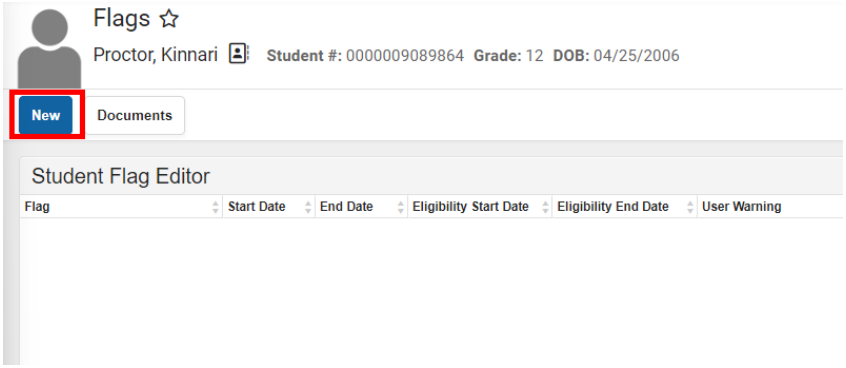
Assign 'XG' Flag to a Student

Navigation: Menu > Student Information > General > Flags

1. Choose the current school year and calendar as appropriate in the context.
2. Select the student that will be enrolled past the twelfth grade year.
3. Navigate to ***Student Information > General > Flags***.

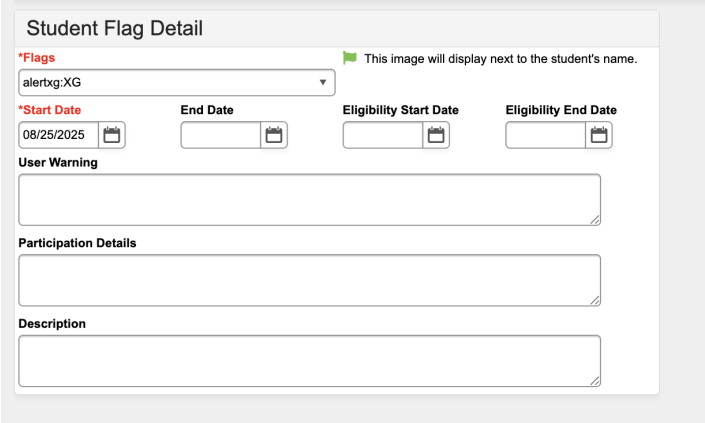


4. Click **New.**
5.

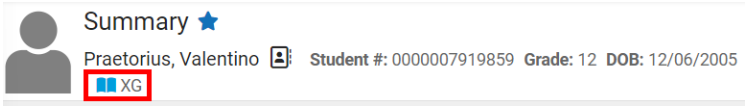


From the Flag dropdown, choose **NCDPIxg:XG.**

6. Enter a **Start Date**.



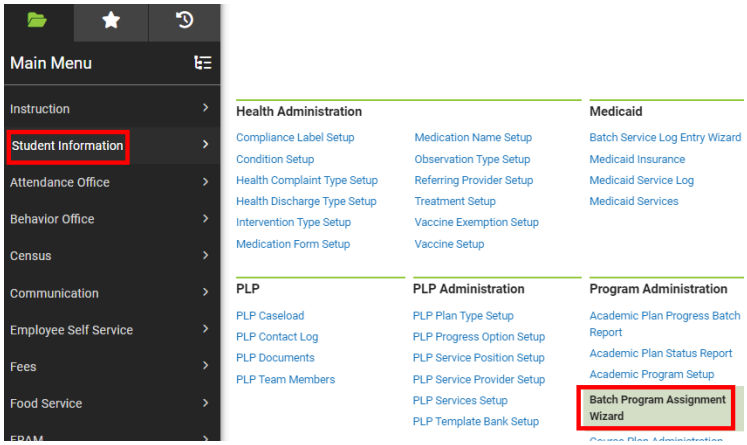
7. Click **Save**.
8. The 'XG' flag will be added to the selected student.



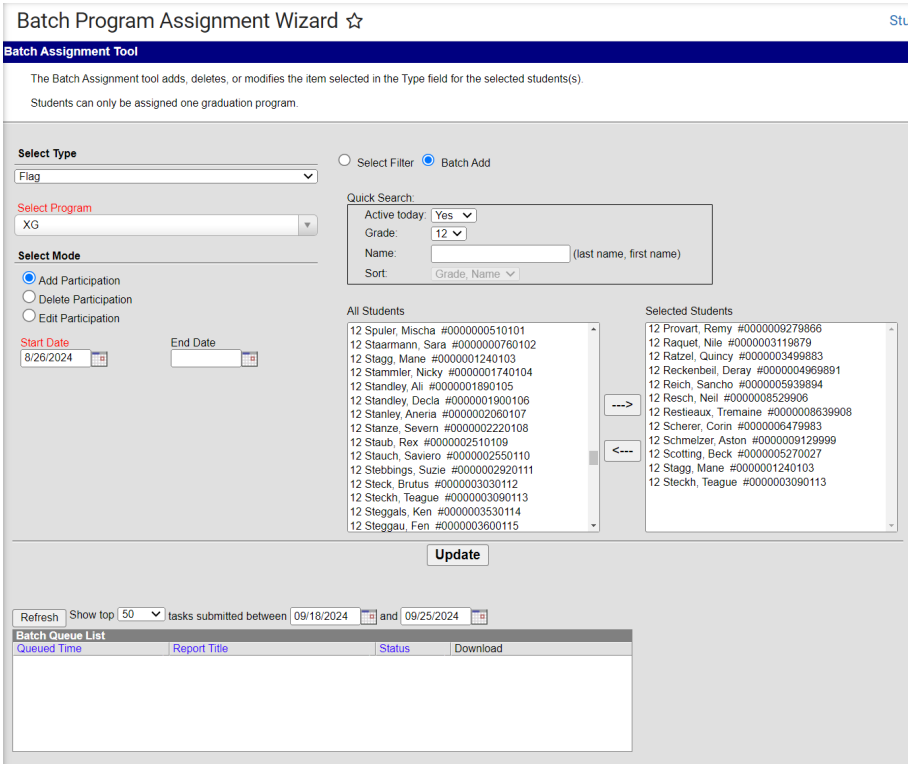
Batch Add 'XG' Flag

Please see the Batch Program Assignment Wizard (https://kb.infinitecampus.com/help/batch-program-assignment-wizard)**Infinite Campus article for more information on flags.**

Navigation: Menu > Student Information > Program Administration > Batch Program Assignment Wizard



1. Select the type of **Flag.**
2. Select the program of **XG**.
3. Select Mode **Add Participation**.
4. Enter a **Start Date**.
5. Select the students for 'XG' flag.
    a. *Select **Filter*** - use when an Ad Hoc filter has been created containing the students needing the 'XG' flag.
    b. ***Batch Add*** - Select the students from a list.
6. Click **Update**.



7. The 'XG' flag will be added to all students chosen.