

**NCSIS**  
STUDENT INFORMATION SYSTEM



North Carolina Department of  
**PUBLIC INSTRUCTION**

*Infinite*  
**Campus**

# Adding an XG Flag

06/23/2025 3:17 pm 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.

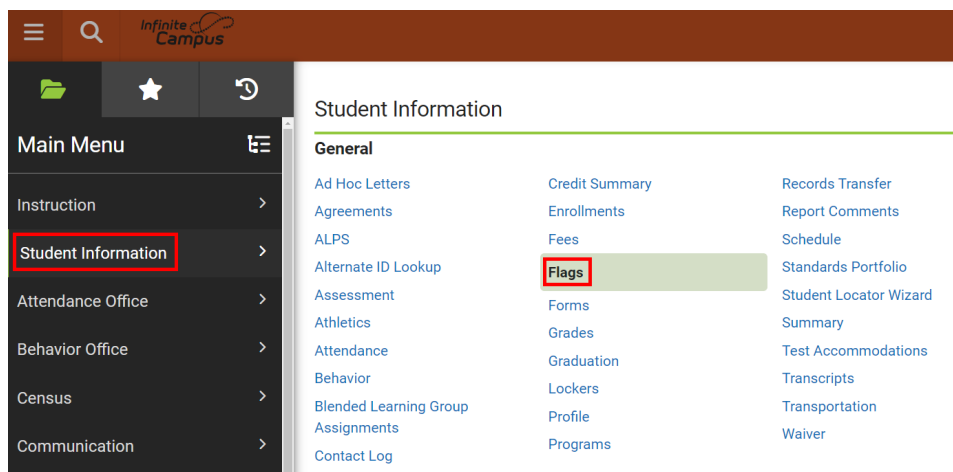
This document demonstrates how to add an 'XG' flag to a student(s) record.

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

## Assign 'XG' Flag to a Student

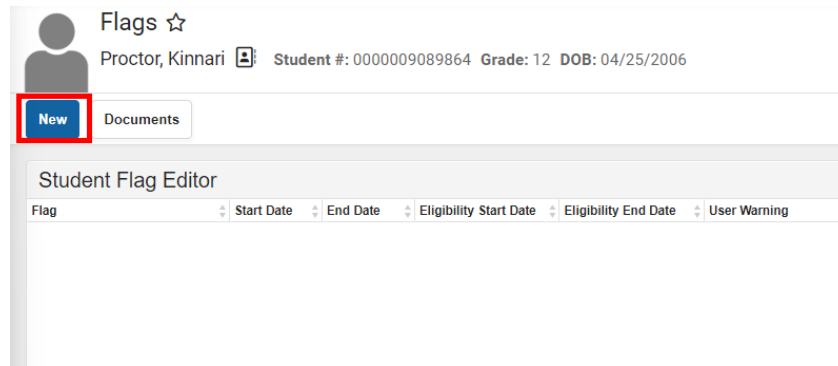
**Navigation: Menu > Student Information > General > Flags**

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.



Flags ☆

Proctor, Kinnari Student #: 0000009089864 Grade: 12 DOB: 04/25/2006

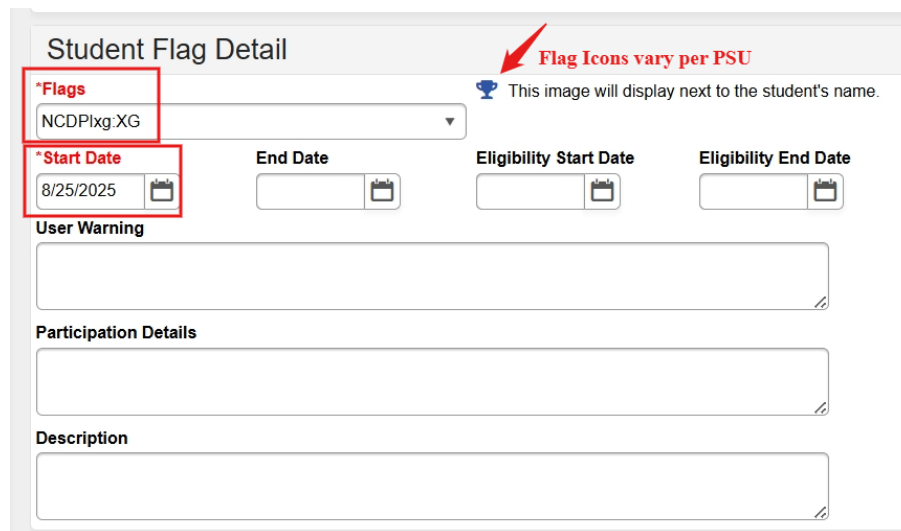
**New** Documents

Student Flag Editor


Flag	Start Date	End Date	Eligibility Start Date	Eligibility End Date	User Warning
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From the Flag dropdown, choose **NCDPlxg:YG**.

6. Enter a **Start Date**.



Student Flag Detail

**\*Flags** NCDPlxg:YG  This image will display next to the student's name. **Flag Icons vary per PSU**

**\*Start Date** 8/25/2025 **End Date** **Eligibility Start Date** **Eligibility End Date**

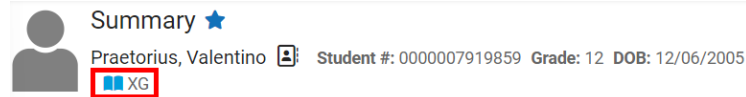
**User Warning**

**Participation Details**

**Description**


7. Click **Save**.

8. The 'YG' flag will be added to the selected student. (\*Flag icons will vary per PSU.)



Summary ☆

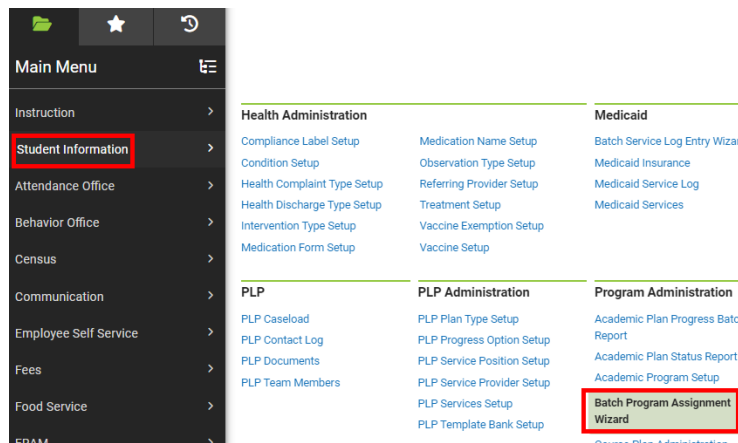
Praetorius, Valentino Student #: 0000007919859 Grade: 12 DOB: 12/06/2005

 YG

## Batch Add 'YG' Flag

Please see the [Batch Program Assignment Wizard](https://kb.infinitecampus.com/help/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**.

The screenshot shows the 'Batch Program Assignment Wizard' interface. It includes a 'Select Type' dropdown set to 'Flag', a 'Select Program' dropdown set to 'XG', and 'Select Mode' radio buttons with 'Add Participation' selected. A 'Start Date' field is set to '8/26/2024'. A 'Quick Search' section allows filtering by 'Active today' (Yes), 'Grade' (12), and 'Name'. Below this are two lists: 'All Students' and 'Selected Students'. The 'Update' button is visible. At the bottom, there is a 'Batch Queue List' table with columns for 'Queued Time', 'Report Title', 'Status', and 'Download'.

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

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