Preschool Grade Levels

01/29/2026 12:16 pm EST

Preschool Grade Levels

Pre-K students should be placed in the appropriate grade level based on their birth date.

Grade level is selected in the enrollment tool at the time of enrollment. If the pre-K grade levels are not displaying at the school, they must be added to the school at the Local Education Agency (LEA) Office level in EDDIE.
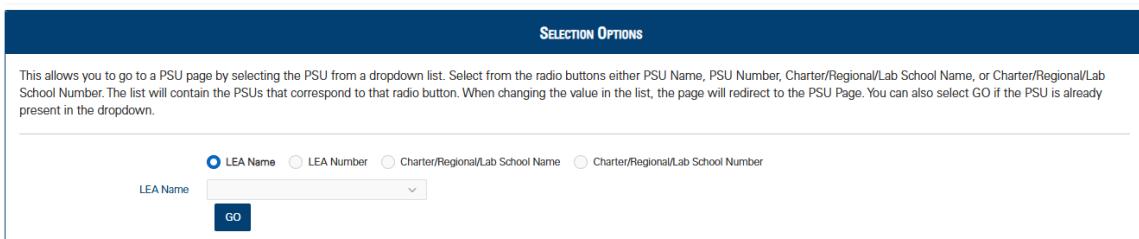
> **Important:** The steps below must be performed in EDDIE, by the designated EDDIE personnel at your school or LEA. Contact your EDDIE subscribed user(s) to update EDDIE. These changes cannot be made directly in the Student Information System because the fields are locked by EDDIE.

Once the changes are completed in EDDIE, it will be automatically synced and reflected in the SIS within two days.

Edit Grade Levels in EDDIE

1. Access EDDIE located under https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/demographics-and-finances/eddie with your assigned EDDIE access credentials.

2. Under selection Options, locate the school district from the LEA Name drop-down menu and click Go or press Enter.

3. At the **PSU Identifier Information** field, click S**chool List.**

North Carolina Department of PUBLIC INSTRUCTION

Home   Admin   State Reports   Help ⌄   FY 2025-2026

PSU Information

[Apply Changes]   [Return (Apply changes first)]   [Cancel]

PSU IDENTIFIER INFORMATION

[School List]

4. Click the appropriate school number under the **School Code** column.

PSU Name	PSU Code	School Name	School Code	Address Line1	City	Zip Code 5	Fiscal Year	Operational Status	Grade Level Current
Alamance-Burlington Schools	010	Highland Elementary	010312	3720 Bonnar Bridge Parkway	Burlington	27215	2026	Open	KG:01:02:03:04:05
Alamance-Burlington Schools	010	E M Yoder Elementary	010320	301 N Charles Street	Mebane	27302	2026	Open	PK:KG:01:02:03:04:05
Alamance-Burlington Schools	010	Eastern Alamance High	010324	4040 Mebane Rogers	Mebane	27302	2026	Open	09:10:11:12:XG
Alamance-Burlington Schools	010	Eastlawn Elementary	010326	502 N Graham Hopedale Road	Burlington	27217	2026	Open	P3:PK:KG:01:02:03:04:05
Alamance-Burlington Schools	010	Edwin M Holt Elementary	010328	4751 S NC 62	Burlington	27215	2026	Open	KG:01:02:03:04:05

5. Under **Grade Levels,** check the appropriate grade levels for the school and click **Apply Changes.** Refer to the Birth Date Ranges table listed below.

[Home]   [Apply Changes]   [Return (Apply Changes First)]   [Cancel]

EDDIE SCHOOL FORM

SCHOOL IDENTIFIER INFORMATION

LEA   Alamance-Burlington Schools ?

Official Sch. Name   Highland Elementary   ?

Federal No.   370003002838 ?

School Name   Highland Elementary   ?   School Code   010312 ?

County   Alamance ⌄ ?   SBE Region   Piedmont Triad District 5 ⌄ ?

School Type   Regular School ⌄ ?   Locale Type   Rural, Fringe ⌄ ?

Virtual Status   NOTVIRTUAL ⌄ ?   Program Type   None ⌄ ?

Designation Type   Public ⌄ ?   Calendar Type   Traditional ⌄ ?

Schedule Type   Semester ⌄ ?   Extended Hours   ⌄ ?

GRADE LEVELS

Current   ☐ P0 ☐ P1 ☐ P2 ☐ P3 ☐ PK ☑ KG ☑ 01 ☑ 02 ☑ 03 ☑ 04 ☑ 05 ☐ 06 ☐ 07 ☐ 08 ?
           ☐ 09 ☐ 10 ☐ 11 ☐ 12 ☐ 13 ☐ AE ☐ UG ☐ NG ☐ XG

Approved   ☐ P0 ☐ P1 ☐ P2 ☐ P3 ☐ PK ☑ KG ☑ 01 ☑ 02 ☑ 03 ☑ 04 ☑ 05 ☐ 06 ☐ 07 ☐ 08 ?
            ☐ 09 ☐ 10 ☐ 11 ☐ 12 ☐ 13 ☐ AE ☐ UG ☐ NG ☐ XG

Once the changes are completed in EDDIE, it will be automatically synced and reflected in the SIS within two days.

Birth Date Ranges for Current Year - Next year for e.g.: 2025-26

Eddie	SIS Grade Level	Student's Age	Birth Date Range		Example
			From	**To**	
P0	IT	<1	September 1st of Current Year	August 31st of Next Year	9/1/25-8/31/26
P1	IT	1	Birth Date minus 1 year	Birth Date minus 1 year	9/1/24-8/31/25
P2	IT	2	Birth Date minus 2 years	Birth Date minus 2 years	9/1/23-8/31/24
P3	PR	3	Birth Date minus 3 years	Birth Date minus 3 years	9/1/22-8/31/23
PK	PK	4	Birth Date minus 4 years	Birth Date minus 4 years	9/1/21-8/31/22
KG	KG	5	Birth Date minus 5 years	Birth Date minus 5 years	9/1/20-8/31/21

✓ **Access EDDIE at: http://apps.schools.nc.gov/eddie** (http://apps.schools.nc.gov/eddie)