Access and Run RP Data Validations

11/15/2026 1:46 pm EST

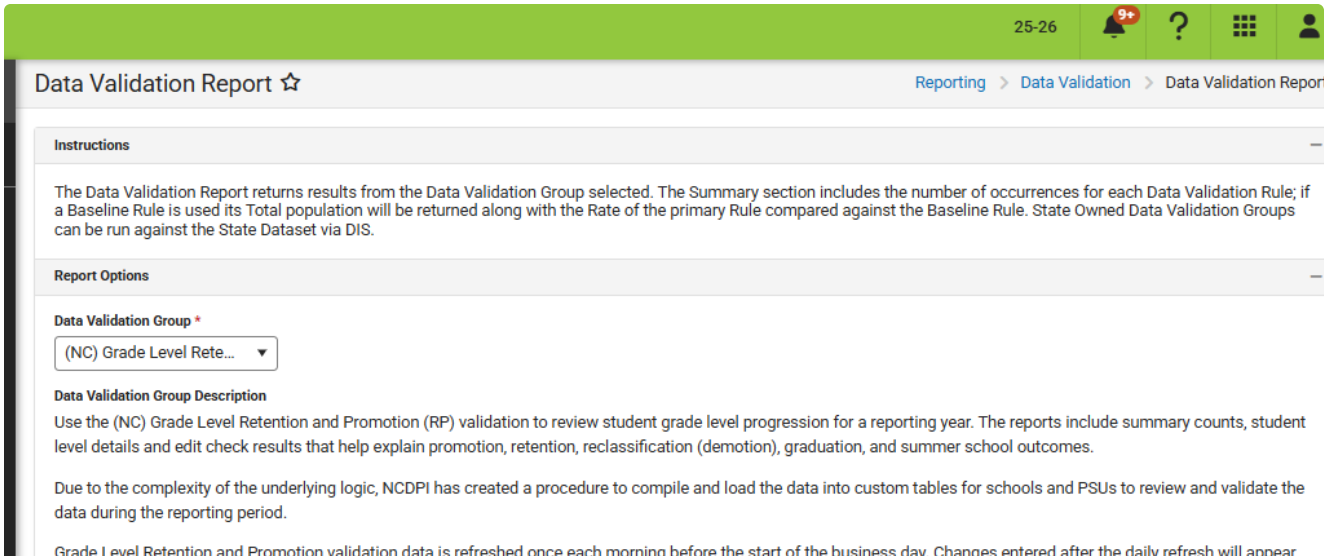
Summary

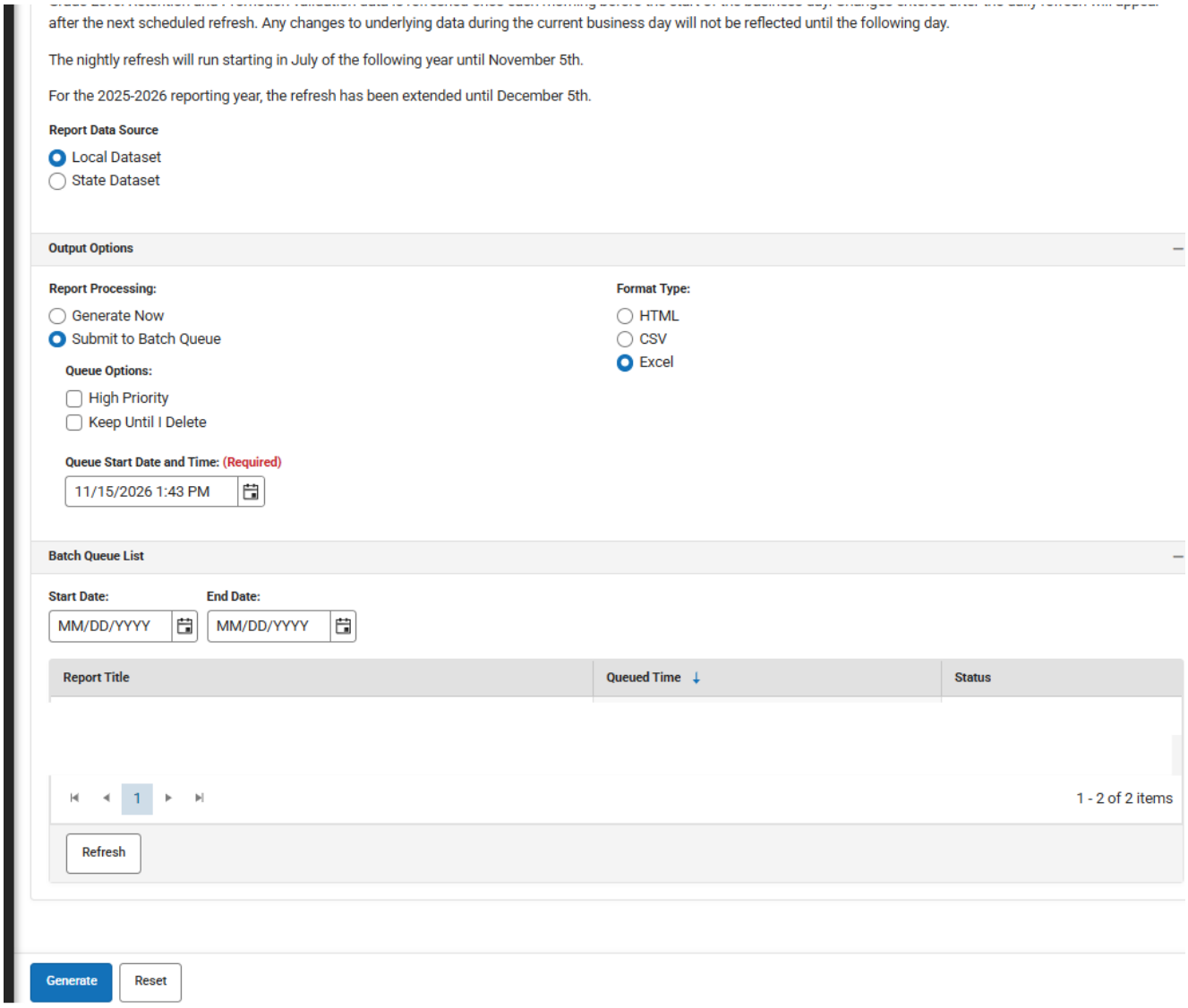
Use the Data Validation tool to run the **(NC) Grade Level Retention and Promotion (RP)** validation for the reporting year. The validation group includes summary reports, student level detail, and warning checks.

Run the Retention and Promotion Validations

1. Navigate to *Reporting > Data Validation > Data Validation Report*.
2. Select the **Context Year** for the reporting year being reviewed.
3. Select **(NC) Grade Level Retention and Promotion (RP)** as the validation group.
4. Select **Local Dataset** for **Report Data Source**.
5. Select **Excel** for **Format Type**. Excel is recommended for reviewing and sorting results.
6. Select **Generate Now** for a smaller dataset. For a larger dataset, select **Submit to Batch Queue**.

Note: The Context Year must match the reporting year. For example, select 2025-26 when reviewing progression for the 2025-26 reporting year.





Ensure the reporting year is selected in the context. Select the school or generate for All Schools as applicable.

Review the Results

The report includes summary reports, student detail, and warning results. Summary and detail rules are marked **Information**. Cleanup rules are marked **Warning**.

Start reviewing summary reports. If a population count or outcome needs explanation, use the applicable detail reports to review student records, then review any related cleanup warnings. A warning identifies information to check; it does not automatically mean the data is incorrect.

Refresh Schedule

For the 2025-26 reporting year, the refresh will continue updating until December 4, 2026 and the final snapshot will be created on December 5, 2026.

Data refreshes nightly from **July 15 through November 4**. After correcting source data, allow the nightly refresh to run before generating the validation report again.

The final snapshot is created on **November 5**. Complete the review and any needed corrections before the snapshot is created.

NEXT: Continue to Review RP Summary Reports. (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/review-rp-summary-reports)

RETURN: (NC) Grade Level Retention and Promotion (RP) (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/grade-level-retention-promotion-rp)

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