

How to Exclude Students from Class Rank

This document provides direction on how to exclude students from Class Rank.

Overview

This document will cover the following process: **Excluding Students from Class Rank**

Step 1-Select the Student(s) to be excluded from Class Rank

Step 2-Exclude Student(s) from Class Rank

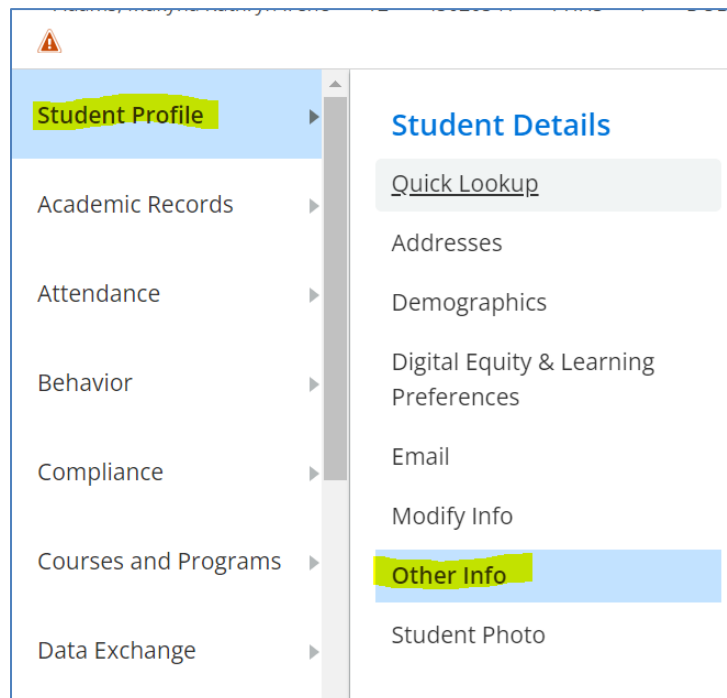
Excluding Student(s) from Class Rank:

1. Select the Student(s) to be excluded from Class Rank: [Start Page](#)


- From the Start Page search for and create a list of students to be excluded from Class Rank


2. Navigate to the Student Pages by clicking on one of the student's names:

- From the Student Pages select [Student Profile > Other Info](#)



- Check the box to Exclude from Class Rank
- Click SUBMIT to Save your changes

Other Info 

Homeless Code	<input type="text"/>	Equip Flag	<input type="text"/>
Date Of Entry Into USA	<input type="text" value="MM/DD/YYYY"/> 	MESA	<input type="text"/>
AFDC Application Number	<input type="text"/>	AFDC Approved	<input type="text"/>
Primary Language Code	<input type="text"/>	PHLOTE	<input type="text"/>
Secondary Language Code	<input type="text"/>	Exclude From Class Ranking <input type="checkbox"/>	
		Fee Exemption Status	<input type="text" value="Student Not Exempted"/>