

Report Name: *Exited Report*

Purpose: To review exit data for individual students or a group of students with closed IEPs.

Includes: *Student Name; Local ID; Resident County; Resident School; Service County; Service School; Race; Sex; Grade; Gender; IEP Date; Exit Date; Exit Reason; Projected Exit Date.*

1. Choose the **Reports** button from any screen in the Maryland Online IEP.
2. From the list of available reports, click on **Exited Report**.
3. The Exited Report can be filtered by Resident County/School, Service County/School, Grade and/or Exit Date.



Tip: The search will only yield results for resident and service schools to which the user is assigned.

4. Once criteria have been selected, click **Show Students** to view the names of the students that meet the selected criteria.



Note: If the service county and school, as well as, the Resident County and school criteria are selected, the reporting tool will yield a smaller, more specific set of results. Selecting the resident county will produce a report of students within the selected county regardless of Service County. Selecting the service county will produce a report of students within the selected county regardless of Resident County.

A screenshot of the 'Exited Report' filter form. The form includes several dropdown menus: 'Residence County' (set to 'Training County'), 'Residence School' (set to 'Training High'), 'Service County' (set to '----'), and 'Grade' (set to '----'). There are also radio buttons for 'Public' and 'Private' schools. At the bottom, there is an 'Exit Date (optional)' section with 'FROM' and 'TO' date pickers, both set to the 31st of a month. A red oval highlights the 'Residence County', 'Residence School', and 'Public Schools' sections.

Get Students

Select All

Clear All

Art Black

Holly Crawford-15

Run Report

5. Choose which student or students will be included in the Exited Report by clicking on the square check box next to the desired student's name.

6. Or, to choose all students, click the **Select All** button.
7. Click **Run Report**.
8. The results can be viewed on screen, printed or downloaded to a CSV file.

Exited Report

Exited Report

Resident County: Training County
Resident School: Training High
Service County: Any
Service School: Any
Grade: Any
Exit Date (optional): From: ---- To: ----

Re-entered Students

STUDENT	SASID	LOCAL ID	RESIDENT COUNTY	RESIDENT SCHOOL	SERVICE COUNTY	SERVICE SCHOOL	DISABILITY	OLD RACE	NEW RACE	CURRENT GRADE	GENDER	PRIOR IEP DATE	PRIOR IEP EXIT DATE	PRIOR IEP EXIT REASON	ACTIVE IEP DATE	ACTIVE IEP PROJECTED EXIT DATE
Art Black	456123987		Training County	Training High	Training County	Training High	SPECIFIC LEARNING DISABILITY		White	Grade 9	Male				02/13/2017	06/15/2019
Holly Crawford-15	1119093431		Training County	Training High			OTHER HEALTH IMPAIRMENT	White (not Hispanic)	White	Grade 10	Female				05/30/2017	06/12/2020