Access and Run RP Data Validations

11/06/2026 7:47 am 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.

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**.

Review any rules that return results. A warning identifies information to check; it does not automatically mean the data are incorrect. Open the article for the application rule to learn what to review and where to follow up.

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://nc-sandbox.knowledgeowl.com/home/review-rp-summary-reports)

RETURN: (NC) Grade Level Retention and Promotion (RP) (https://nc-sandbox.knowledgeowl.com/home/retention-promotion)

NCSIS Knowledgebase | Article: Access and Run RP Data Validations | Last Updated: 11/06/2026 7:47 am EST