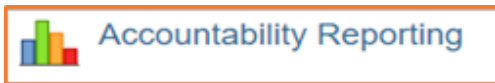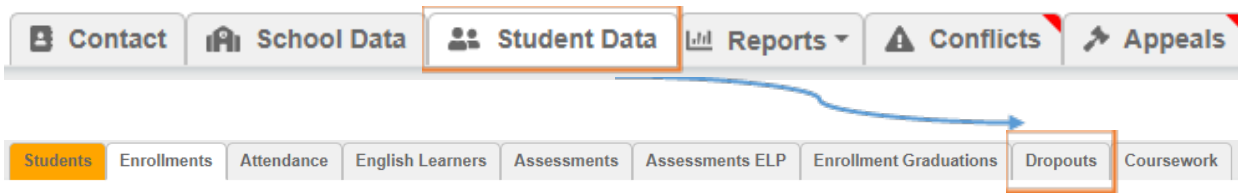# Resolving Enrollment Conflicts

The dropouts tab can be accessed by signing into your Single Sign-On account and choosing *Accountability Reporting*. If you are a district user, you will then need to select a specific school.


From Accountability Reporting, click on *Student Data* and then click the tab *Dropouts*.

This will open a table that displays all student records for the selected school year related to dropouts as indicated by the Year drop-down.
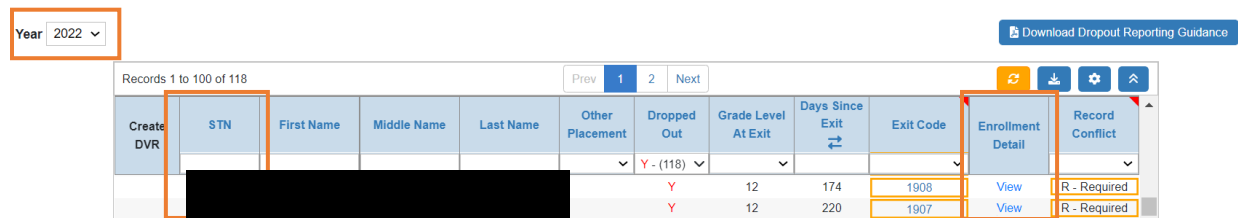
Click on a student's *STN* (State Testing Number) to access additional student-level data including enrollment history, attendance history, demographics, assessments history, and coursework. You can also click on *View* in the *Enrollment Detail* column to open a window that displays details about the student's most current enrollment. Click [x] to close the window and return to your dropout table.
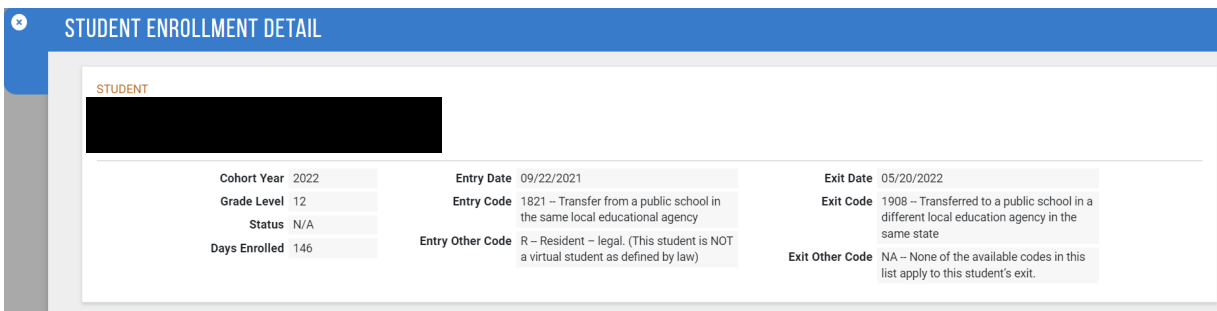
To review your current list of dropouts, you can filter the *Dropped Out* column to **Y**. This will return any student who, as of that day, would be considered a dropout if nothing else changes. You can also filter by exit code, grade level at exit, and/or days since exit.

After filtering for dropouts, you may notice that some students have an orange box around their exit code. For these students, we do not have a subsequent enrollment in Oklahoma even though the exit code indicates that should be the case. You'll need to click on the orange box to create an enrollment conflict appeal.

If you believe the student enrolled at another Oklahoma school district, please include the name of the school in the message box and click *send,* and then *submit* to submit the conflict resolution request. If you no longer believe the student enrolled elsewhere in Oklahoma, please update the exit code to something other than 01907, 01908, 01919, or 03508 before submitting.

After submitting an appeal for a student, an orange gavel will appear in the DVR column next to their STN. Continue doing this for all students with orange boxes indicating conflicts until every conflict has been addressed.

Should you have questions, please email Accountability@sde.ok.gov or call the Office of Accountability at 405-522-5169.