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az-override

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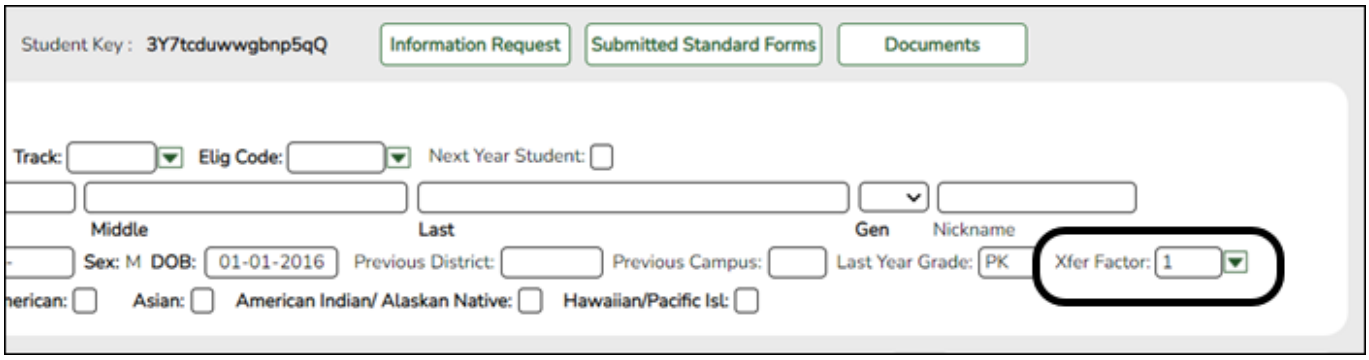
You can override the campus cap for a particular student when enrolling a new student, or by updating a student's demographic tab.

Registration > Maintenance > Online Registration > New Student Enrollment (click)



❑ Under **Demographic Information:**

Xfer Factor	If a campus is capped for the current year (i.e., **Capped To Campus** and **Capped Date** are set for a particular campus on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info), this field allows you to override the cap when enrolling a student who would otherwise be assigned to another campus. Select the reason you are enrolling the student in the capped campus. The list of reasons is maintained on Registration > Maintenance > District Profile > Tables > Transfer Factor CY.

Student's Entry Date	Student's Physical Address	Transfer Factor
Before **Capped Date**	Exists in Attendance Zones	Not required
Before **Capped Date**	Does not exist in Attendance Zones	Not required
After **Capped Date**	Exists in Attendance Zones	Code 3 (*override capped campus*) is automatically assigned
After **Capped Date**	Does not exist in Attendance Zones	Required

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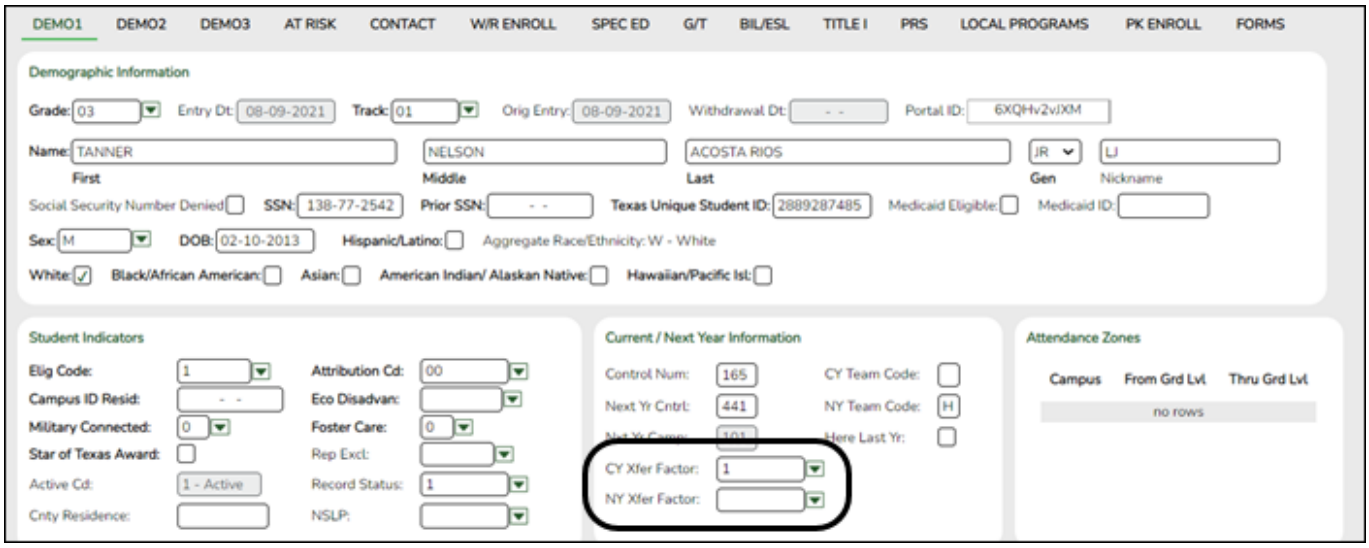
Registration > Maintenance > Student Enrollment > Demo1



❑ Under **Current/Next Year Information**:

CY Xfer Factor	If a campus is capped for the current year (i.e., **Capped To Campus** and **Capped Date** are set for a particular campus on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info), this field allows you to override the cap when enrolling a student who would otherwise be assigned to another campus. Select the reason you are enrolling the student in the capped campus. The list of reasons is maintained on Registration > Maintenance > District Profile > Tables > Transfer Factor CY.
NY Xfer Factor	If a campus is capped for the next school year, this field allows you to override the cap when enrolling a student who would otherwise be assigned to another campus. Select the reason you are enrolling the student in the capped campus. The list of reasons is maintained on Registration > Maintenance > District Profile > Tables > Transfer Factor NY.

Student's Entry Date	Student's Physical Address	Transfer Factor
Before **Capped Date**	Exists in Attendance Zones	Not required
Before **Capped Date**	Does not exist in Attendance Zones	Not required
After **Capped Date**	Exists in Attendance Zones	Code 3 (*override capped campus*) is automatically assigned
After **Capped Date**	Does not exist in Attendance Zones	Required

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