


# registration_utilities_reverse_transfer_students_receiving

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All students with record status code *4* are listed.

- If more students are retrieved than can be displayed on one page, you can page through the list.

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Select the students for whom to reverse a scheduling transfer:

| | |
|---|---|
| **Select** | Select the check box for one or more students. Clear the checkbox to unselect a student.<br><br>• To select multiple non-consecutive rows, press and hold the CTRL key while selecting the first row and then the subsequent rows.<br><br>• To select multiple consecutive rows, click the first grade level and drag to select multiple grade levels. Or, press and hold the SHIFT key while selecting the first row and then the last row. All the rows (between the first and last rows) are selected. |
| **Select All** | Click the button to select all listed students. If there are multiple pages of students, the students are selected across all pages. |
| **Clear All** | Click the button to unselect all selected students. If there are multiple pages of students, the students are selected across all pages. |


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