


# Control Info (District)

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***Registration > Maintenance > District Profile > District Information > District Maintenance > Control Info***

This tab allows the district to set up control options to handle state and local ID numbers and other information affecting registration.

## Update data:

| | |
|---|---|
| **Ending School Year** | The ending year of the school year to which you logged on is displayed. |
| **School Year** | The beginning and ending years of the school year to which you logged on are displayed. |
| **First Available State ID** | Type the lowest valid state ID number assigned to the district by the state (S + eight digits). |
| **Last Available State ID** | Type the highest valid state ID number assigned to the district by the state (S + eight digits). |
| **Next Available State ID** | Type the ID number to use for the next student needing a state-assigned ID (S + eight digits). |
| **Assign State ID Number** | Select to automatically assign the next state ID to students who do not have social security numbers. If not selected, IDs must be manually entered for each student. |
| **Default Home Language Cd** | Click ⋮ to select the home language that will be the default in the student record when that field is left blank. |
| **Auto Assign Student ID** | Select to automatically assign local student IDs when students are enrolled. If *not* selected, the student IDs must be manually assigned by the campus. |
| **Starting Student ID** | Type the lowest student ID number from which to begin automatically assigning student IDs. |
| **Student Application Staff ID** | The field indicates whether the district uses the social security number or employee number as the staff ID. If set to *SSN*, you can change it to *Employee Number* by running the Set Staff ID to Employee Number utility. |
| **Campus Can Maintain Record Status** | Select to allow campuses to change a student's established record status (i.e., the **Record Status** field on Maintenance > Student Enrollment > Demo1).<br>It is recommended that districts *do not* select this option. The student record status is updated automatically, so a campus should only change a student's record status when absolutely necessary. |
| **Pre-Print Withdraw Form** | Select to allow a withdrawal form (SRG0900 - Withdrawal Transfer Form) to be printed before the student is withdrawn from the campus. If not selected, SRG0900 can only be printed for withdrawn students. |

Click **Save**.


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