



Unique ID (UID) Import

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UID Import

Registration > Utilities > Texas Unique Student ID Processing > Student ID Import

This utility imports a list of students and their assigned Texas Unique Student IDs from a file sent by the TEA.








Import data:

1. Click **Browse**, then click **Choose File**. Locate and select the text file.
2. Click **Submit**.

Field	Description
File Name	The selected file name is displayed.

Click **Execute**.

Other functions and features:

Print Tracking Report	<p>Click to view the list of student IDs imported</p> <p>Review the report using the following buttons:</p> <p>Click  to go to the first page of the report.</p> <p>Click  to go back one page.</p> <p>Click  to go forward one page.</p> <p>Click  to go to the last page of the report.</p> <p>The report can be viewed and saved in various file formats.</p> <p>Click  to save and print the report in PDF format.</p> <p>Click  to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.</p> <p>Click  to close the report window. Some reports may have a Close Report, Exit, or Cancel button instead.</p>
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Preview Errors

[Click to view the error list if errors are encountered.](#)

Review the report using the following buttons:

Click  to go to the first page of the report.

Click  to go back one page.

Click  to go forward one page.

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