



**Update data:**



# Table of Contents



The Campus Profile > Demographic Info tab allows you to maintain campus demographic data, such as the campus name, address, and phone number.

Campus ID:	<input type="text" value="001"/>	<input type="button" value="Retrieve"/>
<div> <div>DEMOGRAPHIC INFO</div> <div>CONTROL INFO</div> <div>PRINCIPAL/COUNSELOR</div> </div>		
Campus Name:	<input type="text" value="001 School"/>	
Street Nbr:	<input type="text" value="1050"/>	Street Name: <input type="text" value="001 Street"/>
City:	<input type="text" value="Alamo City"/>	State: <input type="text" value="TX"/> Zip Code: <input type="text" value="28878"/> <input type="text"/>
Phone:	<input type="text" value="123"/> <input type="text" value="479-0401"/>	Fax: <input type="text" value="123"/> <input type="text" value="479-0141"/>
Participating Charter Admission Waitlist: <input checked="" type="checkbox"/>		
Charter Enrollment Capacity: <input type="text" value="0125"/>		

## Update data:

<b>Campus ID</b>	<p>The campus to which you are logged in is displayed. To view another campus or add a new campus, type the three-digit campus ID and click <b>Retrieve</b>.</p> <p>To enter a new campus, type an unused three-digit campus ID for the new campus and click <b>Retrieve</b>. The fields are cleared allowing you to enter and save data for the new campus.</p> <p>According to TEA guidelines:</p> <p>001-040 are used for high school campuses.</p> <p>041-100 are used for junior high and middle school campuses.</p> <p>101-698 are used for elementary school campuses.</p>
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Existing demographic information for the campus is displayed.

<b>Campus Name</b>	Type the name of the campus, up to 34 characters.
<b>Street Nbr</b> <b>Street Name</b> <b>City</b> <b>State</b> <b>Zip Code +4</b>	Enter the address for the campus, up to 60 characters.
<b>Phone</b> <b>Fax</b>	Type the area code and phone numbers for the campus.

The following fields only display if the **District Type** field is set to *Charter* on the Registration > Maintenance > District Profile > District Information > Demographic Info tab.

<b>Participating Charter Admission Waitlist</b>	For each charter school campus, select to indicate whether or not the campus will have a waitlist for admission.
<b>Charter Enrollment Capacity</b>	Type the maximum approved student enrollment number (up to four digits) for which the campus is able to provide instruction without exceeding staffing and facility limitations.

☐ Click **Save**.



## Back Cover