



## Demo3



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# Demo3

## Registration > Maintenance > Student Enrollment > Demo3

This tab allows you to view and update a student's additional demographic data. The information on the Demo3 tab is not required for enrollment; however, entering a complete demographic record is recommended.

The Demo3 tab is not available until you retrieve a student on the [Student Enrollment](#) page. For a new student, you must enter and save all required data on [Demo1](#) before proceeding to this tab.

### Update data:

☐ Under **Adult Previous Attendance:**

|                   |                                                                                                                                                                                    |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Descriptor</b> | Select the Primary Code from the list.                                                                                                                                             |
| <b>Begin Date</b> | Type the begin date using the MMDDYYYY format. Or, click  to select the date from a calendar. |
| <b>End Date</b>   | Type the end date using the MMDDYYYY format. Or, click  to select the date from a calendar.   |

☐ Under **Homeless Status:**

|                   |                                                                                                                                                                                    |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Descriptor</b> | Select the Primary Code from the list.                                                                                                                                             |
| <b>Begin Date</b> | Type the begin date using the MMDDYYYY format. Or, click  to select the date from a calendar. |
| <b>End Date</b>   | Type the end date using the MMDDYYYY format. Or, click  to select the date from a calendar.   |

☐ Under **Early Reading Indicator:**

|                   |                                                                                                                                                                                    |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Descriptor</b> | Select the Primary Code from the list.                                                                                                                                             |
| <b>Begin Date</b> | Type the begin date using the MMDDYYYY format. Or, click  to select the date from a calendar. |
| <b>End Date</b>   | Type the end date using the MMDDYYYY format. Or, click  to select the date from a calendar.   |

☐ Under **Full Time Hybrid Virtual Program:**

|                   |                                                                                                                                                                                    |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Descriptor</b> | Select the virtual program from the list.                                                                                                                                          |
| <b>Begin Date</b> | Type the begin date using the MMDDYYYY format. Or, click  to select the date from a calendar. |

|                 |                                                                                                                                                                                |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>End Date</b> | Type the end date using the MMDDYYYY format. Or, click  to select the date from a calendar. |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

☐ Under **Unaccompanied Youth:**

|                   |                                                                                                                                                                                  |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Descriptor</b> | Select the Primary Code from the list.                                                                                                                                           |
| <b>Begin Date</b> | Type the begin date using the MMDDYYYY format. Or, click  to select the date from a calendar. |
| <b>End Date</b>   | Type the end date using the MMDDYYYY format. Or, click  to select the date from a calendar.   |

☐ Under **Unschool Asylee Refugee:**

|                   |                                                                                                                                                                                  |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Descriptor</b> | Select the Primary Code from the list.                                                                                                                                           |
| <b>Begin Date</b> | Type the begin date using the MMDDYYYY format. Or, click  to select the date from a calendar. |
| <b>End Date</b>   | Type the end date using the MMDDYYYY format. Or, click  to select the date from a calendar.   |

☐ Under **Tuancy Indicators:**

|                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Excessive Unexcused Absence</b> | <p>Select this field to indicate if a student is required to attend school (age 6 to 18 years under TEC 25.086), but did not attend without excuse for 10 or more days or parts of days within a six month period of a school year.</p> <p><b>NOTE:</b> An unexcused absence is defined as any absence that is not excused by state law or LEA local policy. A partial day is defined in accordance with LEA local policy.</p> <p>Enter the campus on which the excessive unexcused absence occurred.<br/>Enter the date the excessive unexcused absence occurred.</p> |
| <b>Tuancy Prevention Measure</b>   | <p>Select this field to indicate that the LEA initiated a truancy prevention measure under TEC 25.0915 (a-4) for the student.</p> <p>Enter the campus on which the truancy measure will take place. Enter the date when the truancy prevention measure will take place or took place.</p>                                                                                                                                                                                                                                                                              |
| <b>Tuancy Complaint Filed</b>      | <p>Select this field to indicate whether an attendance officer or other school official has filed a complaint against a student's parent or legal guardian, under TEC 25.093.</p> <p>Enter the campus on which the complaint was filed. Enter the date the complaint was filed.</p>                                                                                                                                                                                                                                                                                    |

☐ Under **Dyslexia Risk:**

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>Risk</b>      | Select the screening results for dyslexia and related disorders. |
| <b>Excpt Rsn</b> | Select the reason the student was not screened.                  |

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Begin Date</b> | <p>To enter or re-enter a student, type the begin date in the MMDDYYYY format. The date should be the first school date on which the student actually attended school.</p> <p><b>NOTE:</b> Ensure that you are not re-enrolling a student who was not properly withdrawn. A previous withdrawal date and code should exist.</p> <p>If you are re-enrolling the student, do not remove the original withdrawal date from his courses. You must manually re-enter the student's courses with the campus re-entry date.</p> <p>If you are enrolling the student at the campus for the first time, an entry row is added to the grid, and the <b>Begin Date</b> field is the same as the <b>Orig Entry</b> on the Demo1 tab.</p> <p>When you re-enroll a No Show student, <b>Orig Entry</b> on the Demo1 tab is updated to the new <b>Entry Date</b>.</p> |
| <b>End Date</b>   | To withdraw a student, type the end date in the MMDDYYYY format. The date should be the school date following the last day the student was enrolled, and it must be later than the campus entry date and latest reentry date.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

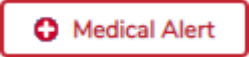
☐ Under **Dyslexia Services**:

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Risk</b>       | Select the screening results for dyslexia and related disorders.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Excpt Rsn</b>  | Select the reason the student was not screened.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Begin Date</b> | <p>To enter or re-enter a student, type the begin date in the MMDDYYYY format. The date should be the first school date on which the student actually attended school.</p> <p><b>NOTE:</b> Ensure that you are not re-enrolling a student who was not properly withdrawn. A previous withdrawal date and code should exist.</p> <p>If you are re-enrolling the student, do not remove the original withdrawal date from his courses. You must manually re-enter the student's courses with the campus re-entry date.</p> <p>If you are enrolling the student at the campus for the first time, an entry row is added to the grid, and the <b>Begin Date</b> field is the same as the <b>Orig Entry</b> on the Demo1 tab.</p> <p>When you re-enroll a No Show student, <b>Orig Entry</b> on the Demo1 tab is updated to the new <b>Entry Date</b>.</p> |
| <b>End Date</b>   | To withdraw a student, type the end date in the MMDDYYYY format. The date should be the school date following the last day the student was enrolled, and it must be later than the campus entry date and latest reentry date.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

☐ Click **Save**.

## Other functions and features:

|                 |                                                                                                                                                                                                                                                     |
|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Comments</b> | <p><a href="#">View or add comments.</a></p> <p>Click to view or add comments about the student. The Comments window opens.</p> <p>If comments exist for the student, an exclamation mark is displayed on the button and it is outlined in red.</p> |
|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                   |                                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TEA Unique ID</b>                                                              | <a href="#">Request an Unique ID from the state.</a><br>Click on the TEA Unique ID button to request an Unique ID from the state for students and staff.                                                                                                                                                 |
| <b>Hist Directory</b>                                                             | <a href="#">Retrieve a student enrolled in a prior school year.</a>                                                                                                                                                                                                                                      |
|  | <a href="#">View medical alert.</a><br>The button is displayed if a medical warning exists for the student and <b>Consent to Display Alert</b> is selected on <a href="#">Health &gt; Maintenance &gt; Student Health &gt; Emergency</a> .<br><br>Click to view the student's medical alert information. |
| <b>Documents</b>                                                                  | <a href="#">View or attach supporting documentation.</a>                                                                                                                                                                                                                                                 |



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