



Charter School Waitlist Import

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Registration > Utilities > Charter School Waitlist Import

This utility imports the Charter School Waitlist.

[Click here](#) to view the interface.

Student ID:

Student Info

Stu ID:	004011	RONALD B.WEASLEY
School Year:	2023	
Grade:	10	Birthdate: 03-01-2006
StudentPortal User Name:	RWEASLEY	

The StudentPortal account of the selected student will be permanently deleted from the system.

Update data:

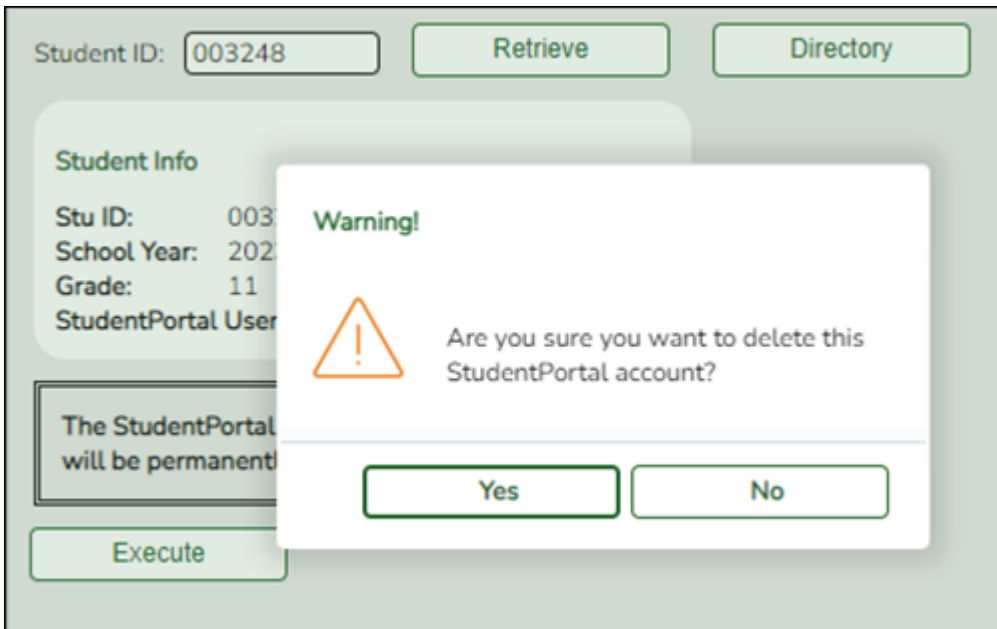
Student ID Type the six-digit student ID number, including all leading zeros. Or, click **Directory** to select the student from the [Directory](#).

Click **Retrieve**.

Student information is populated in the **Student Info** section.

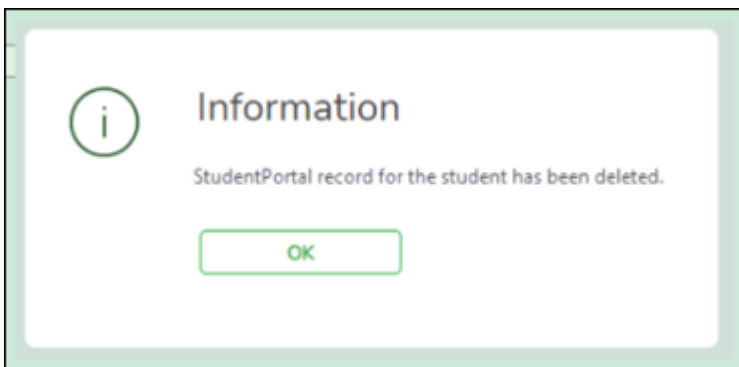
Click **Execute**.

You are prompted to confirm that you want to delete the selected data.



Click **Yes**. The record is deleted.

You will receive an Information message indicating record has been deleted.



NOTE: If **No** is selected, the pop-up message disappears and the previously retrieved student's information will still display on the page.

Click **OK**.



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