



ASCENDER GUIDES



Scheduling Transfer By File

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Scheduling Transfer By File

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This utility transfers a group of students from one campus to another by creating a file that can be imported using the [Scheduling Transfer From File utility](#).

The sending campus must perform the transfer.

The records of transfer students at the sending campus are set to record status 3 (*currently enrolled at this campus, will attend new campus next year*). The records of transfer students at the receiving campus are set to record status 4 (*enrolled at another campus, will attend this campus next year*). Any student scheduling requests are deleted from the sending campus.

Update data:

Field	Description
field	



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