

Scheduling Transfer

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This utility transfers a group of students, by grade level, from one campus to another campus. Students who are not promoted are not transferred.

The sending campus performs 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.

Special program information is transferred automatically for students enrolled in special programs that are offered at the receiving campus. If the special program enrollment is not transferred, and the error report will list students whose special programs were not transferred.

Update data:

Field	Description
field	


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