

View and Upload Eligibility Documents

Last Modified on 10/22/2022 10:46 am CDT

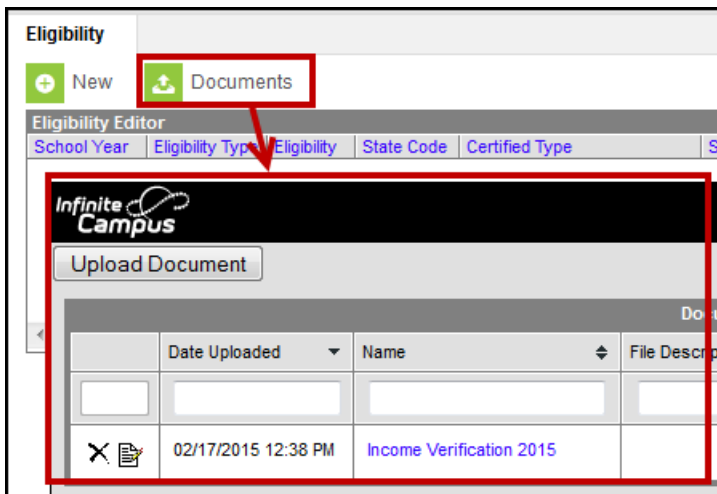
Classic View: FRAM Eligibility

Search Term: Eligibility

Documents can be uploaded to the Eligibility tool if the administrator has enabled the document upload feature. This feature is useful for things like saving additional income verification data.

For more information about managing documents, see the [Managing Document Attachments](#) article.

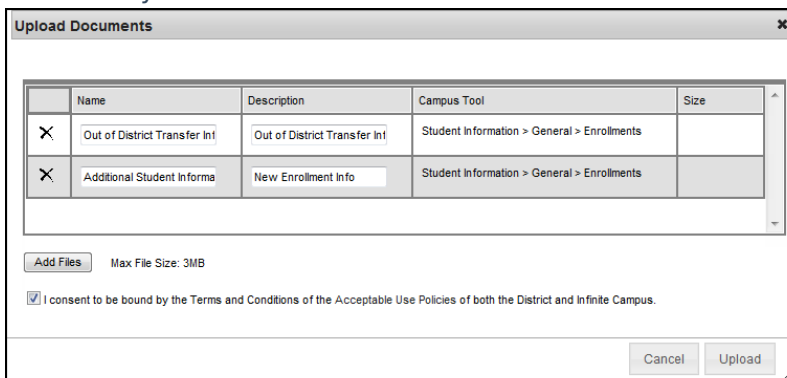
To upload a document on the Eligibility tool, click the **Documents** button on the action bar then complete the following steps.



1. Click the **Upload Document** button. Click the **Add Files** button.
2. Locate the file(s) you want to attach and click **Open**.

Result

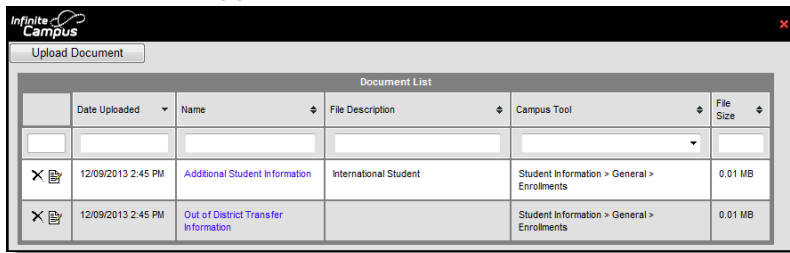
Campus adds the file(s) to the list of documents. Repeat this step until you have selected all of the files you want to attach.





3. Click the **Upload** button.

Result

The documents appear in the Document List.



Document List					
	Date Uploaded	Name	File Description	Campus Tool	File Size
	12/09/2013 2:45 PM	Additional Student Information	International Student	Student Information > General > Enrollments	0.01 MB
	12/09/2013 2:45 PM	Out of District Transfer Information		Student Information > General > Enrollments	0.01 MB