

NEW SME - Topic Display Category

Last Modified on 03/14/2023 11:26 am CDT

This is the First Article to display in the Topic Display Category in the KB Test instance.

CORE Enrollments

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Classic View: *Student Information > General > Enrollments*

Search Terms: Enrollments

The Enrollments tool displays all occurrences of a student's enrollment in the district. Enrollments are listed by enrollment start date. To reorder the list of enrollments, click the blue hyper-linked headers in the Enrollments Editor list. The list of enrollments can be sorted by Grade, Calendar, Start Date or End Date.

This is a historical list of the student's enrollment records. For a student that has been enrolled in the district from preschool through 12th grade, all 13 enrollment records would be listed. If the student had multiple enrollments for multiple schools in a single year, that would add to the list of enrollment information.

The screenshot shows the 'Enrollments' tool interface for a student named Abby M. The interface includes a header with the Infinite Campus logo, a search icon, and a navigation menu. Below the header, the student's name 'Student, Abby M' is displayed along with their grade (11), ID number (#123456), date of birth (04/28/07), and counselor (Carol Staff). There are several buttons: 'New', 'Print Enrollment History', 'Notice of Change in Enrollment', 'New Enrollment History', and 'Documents'. The main area is titled 'Enrollment Editor' and contains a table of enrollment records. The table has columns for Grade, Type, Calendar (Schedule Name), Start Date, and End Date. The records are sorted by Start Date in descending order.

Grade	Type	Calendar (Schedule Name)	Start Date	End Date
11	P	2022-23 High School	09/06/2022	
<i>Start Status: 00 Last year, public school, same district</i> <i>End Status:</i>				
09	S	2021-22 High School (Main)	09/09/2021	
<i>Start Status: 00 Last year, public school, same district</i> <i>End Status:</i>				
09	P	2021-22 High School (Main)	09/08/2021	
<i>Start Status: 24 Re-enrollment into the same school or inter-district transfer during the same school year</i> <i>End Status:</i>				
09	P	2021-22 High School Summer(No Show)	06/14/2021	06/14/2021
<i>Start Status: 00 Last year, public school, same district</i> <i>End Status:</i>				
08	P	2020-21 Middle School	09/08/2020	06/09/2021
<i>Start Status: 00 Last year, public school, same district</i> <i>End Status: 40 End of year, student was enrolled the last day of school, also for fall reporting</i>				
07	P	2019-20 Middle School	03/09/2020	06/03/2020
<i>Start Status: 01 Most recent enrollment was in a MN nonpublic school Home Schooled</i> <i>End Status: 40 End of year, student was enrolled the last day of school, also for fall reporting</i>				
07	P	2019-20 Open Enrolled OUT (Non	09/03/2019	01/31/2020
<i>Start Status: 00 Last year, public school, same district</i> <i>End Status: 99 Enrollment Status has changed necessitating the closing of one status record and opening of new</i>				

Student Enrollments

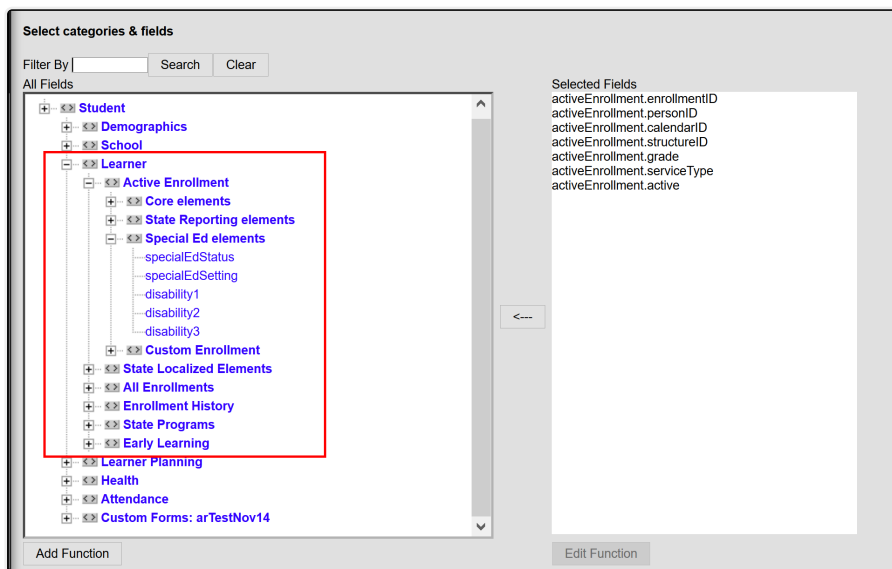
When an enrollment record is marked as State Exclude, it displays in red text.

Fields vary by state. Please see your state's [State Tools](#) articles for more information on Enrollment procedures in your state.

Enrollment Information in Ad hoc Query Wizard

Student Enrollment information is available in the Query Wizard for Student data types. When building Student data type filters, the fields are available in the **Learner > Active Enrollment, All Enrollments and Enrollment History** folders.

- Use the Active Enrollment fields to report current year enrollment information. These fields are labeled as **activeEnrollment.XXX**.
- Use the All Enrollments fields to report information for all enrollment records - current year enrollments, past enrollments and future enrollments. These fields are labeled as **histEnrollment.XXX**.
- Use the Enrollment History fields to report enrollment information that was added using the New Enrollment History icon. These fields are labeled as **enrollmentHistory.XXX**.



Enrollment Fields in Ad hoc

In each of these areas, fields from each of the Enrollment editors can be selected:

- General Enrollment Information fields can be selected from the **Core Elements** folder. These fields are included in the description of the General Enrollment Editor section on this document.
- State Reporting Enrollment fields can be selected from the **State Reporting Elements** folder. Depending on your state, additional localized fields may be located in the **State Localized Elements** folder. These fields vary by state and are noted on localized state reporting articles.
- Special Ed Enrollment fields can be selected from the **Special Ed Elements** folder. These fields vary by state and are noted on localized state reporting articles.
- Custom fields added by districts can be selected from the **Custom Enrollment** folder. Please note that custom fields (added in the [Custom Attribute/Dictionary](#)) that are marked as Hide do NOT display in Ad hoc Reporting.

Available Ad hoc fields are included in this document for reference.

Features of Enrollments

When hovering over an enrollment entry, the person who last modified the data displays in the hover box.

New **Print Enrollment History** **Notice of Change in Enrollment** **New Enrollment History**

Enrollment Editor

Grade	Type	Calendar (Schedule Name)	Start Date	End Date
12	P	2020-21 High School	09/01/2020	
<i>Start Status: 00 Last year, public school, same district</i>				
<i>End Status:</i>				
11	P	2019-20 High School	09/03/2019	
<i>Start Status: 00 Last year, public school, same district</i>				
<i>End Status:</i>				
10	P	2018-19 High School	09/04/2018	06/05/2019
<i>Start Status: 00 Last year, public school, same district</i>				
<i>End Status: 40 EOY, enrolled on last day of school year</i>				

Last Modified Information

To see specific information about an enrollment record, open the desired entry by clicking on the enrollment.

Enrollment Editor

Grade	Type	Calendar	Start Date	End Date
11	P	2022-23 High School	08/04/2022	
09	S	2021-22 High School	09/09/2021	
09	P	2021-22 High School	09/08/2021	
09	P	2021-22 High School	06/14/2021	06/14/2021

General Enrollment Information

Enrollment ID 590198

Calendar: 2022-23 High School

Schedule (read only): Main

*Grade: 11

Class Rank Exclude:

External LMS Exclude:

*Start Date: 08/04/2022

No Show:

End Date:

*Local Start Status: 00: Last year, public school, same district

End Action:

*Service Type: P: Primary

Local End Status: Select a Value

State Start Status: 00: Last year, public school, same district

State End Status:

Start Comments:

End Comments:

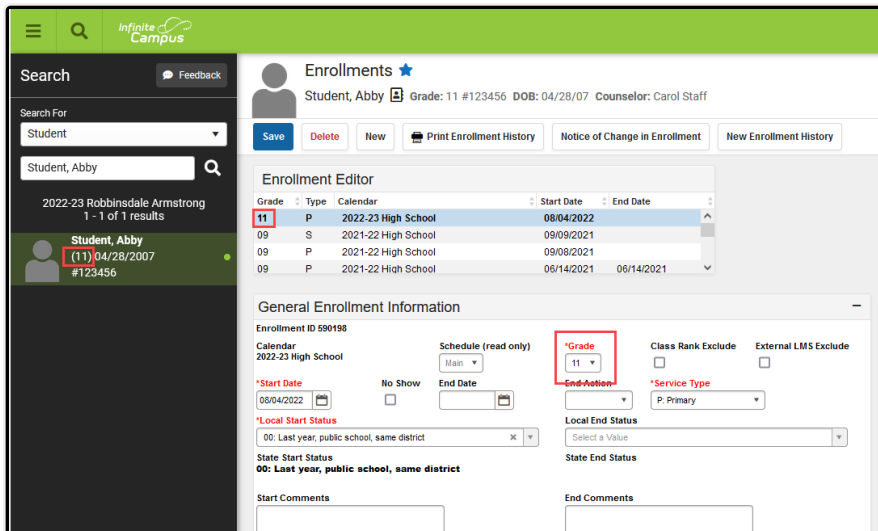
CRDC School of Accountability: Select a Value

Rolled From Enrollment ID: N/A

Enrollment Detail

When adding a new enrollment, a school and calendar need to be selected from the toolbar.

The student's current grade level for the selected school year displays in the Student header (and throughout all Student Information tools). This grade level displays in the search results and the list of enrollments in the Enrollment Editor.



Grade Level Display

The display of Enrollments follows this logic order:

1. The active, primary enrollment from the active school year displays.
2. When there is more than one active primary enrollment, the most current primary enrollment displays.
3. When there is more than one active enrollment and no enrollments are primary, the most current one is used regardless of enrollment type (partial or special education).
4. The most current, non-active primary enrollment in the active school year displays.
5. The most current, non-active, non-primary enrollment in the active school year displays.
6. When there are no enrollments in the active school year, no enrollments display.

When a student's enrollment is ended or deleted, and attendance data is removed, a record of that action is recorded in the Audit Attendance table.

When an inactive start status is marked as the default start status in the Attribute/Dictionary, and a new enrollment is created for a student, an active start status must be selected prior to saving the enrollment.

A Year and School must be selected from the Context editor in order to search for students.

When a student has multiple enrollments in the same school year, but is enrolled in different grade levels and different schools, the grade level associated with the Primary enrollment (Service Type set on the enrollment editor) displays in the search. When both enrollments are Primary, the most recently created grade level displays in the search results.

In the example below, the student has two active enrollments in different grade levels and different schools, both with Primary Enrollment Service Types. No matter the calendar that is selected in the Context, the student's most recently created enrollment record - in this case, the enrollment associated with grade 02 - displays in the search results, even though the selected calendar is the student's Grade 01 enrollment.

Enrollments Editor

Grade	Type	Calendar (Schedule Name)	Start Date	End Date
01	P	2019-20 Abbott Elementary (Main)	09/03/2019	
02	P	2019-20 Bryant Elementary (Main)	09/03/2019	
KD	P	2018-19 Abbott Elementary (Main)	01/15/2019	06/05/2019

Grade Level Results, Two Primary Enrollments

In the example below, the student has two active enrollments in different grade levels and different schools, only one enrollment is considered Primary. The grade level associated with the Primary enrollment - in this case, the grade 01 enrollment - displays in the search results, even when the school selected in the context is the most recently created enrollment record.

Select a Student

Enrollments

Order: Best Match

Student, Anna (01) 03/30/13 #123456

Grade Level Results, One Primary Enrollment

Enrollment System Preferences

[Enrollment Overlap Behavior](#) | [Cascade Enrollment End Date to Blended Learning Group Assignment End Date](#)

To see more detail about each preference, select the **Click here to expand**.

See the [System Preferences](#) article for more information.

Enrollment Overlap Behavior

Districts can determine how enrollments with overlapping start dates behave.

District Preferences

Search Screen Field Order: Student Number AFTER Name Fields

Enrollment Overlap Behavior

- Decentralized Enrollment: Allow overlapping Primary Enrollments
- Centralized Enrollment: Auto-End overlapping Primary Enrollments

Enrollment Start Status Type Updates

Enrollment End Status Type Updates

Allow GPA Bonus Points: No

Turn on Federal Impact Aid: No

Enrollment Overlap System Preferences

▶ [Click here to expand...](#)

Cascade Enrollment End Date to Blended Learning Group Assignment End Date

A System Preference is available for districts to determine whether [Blended Learning Group Assignments](#) are ended when the enrollment record is ended.

▶ [Click here to expand...](#)

Enrollment Information on Student Summary

Enrollment information displays on the Summary tool when viewing the household information. Enrollment information for the selected student and any other members of the student's household who are also students have an entry in the Enrollment (grade) column. This displays the most current primary enrollment information for those members (school of enrollment and grade level).

- Future enrollment information does not show until the start date of that enrollment.
- If a student has multiple enrollments in the current school year, only the last grade level completed (last enrollment with an end date in a past calendar) displays, regardless of the enrollment end date.
- If a student has enrollments with end dates and enrollments without end dates, the current grade level (from the most recent enrollment) displays.
- Ended non-household relationships set to a relationship of *Self* are not listed.

Enrollment Display on Student Summary

Add Enrollment Information

Enrollments can be added for a student from the Enrollments tool or through the Enrollment tool in [Census](#). A person in Campus is considered a student when that person has an enrollment record, active or not active.

1. Select the **New** icon from the Action bar. The enrollment entry information (General, State Reporting Fields, etc.) displays below the Enrollment Editor.
2. Enter at least the required fields (**Grade**, **Start Date**, **Service Type**, **Local Start Status**) in the General Enrollment Information editor.
3. If additional information can be added at this time, enter that information as well.
4. Click the **Save** icon. The new enrollment is listed in the Enrollment Editor. Additional field selections can be made now or at a later time.

When the enrollment record is created, staff are able to add schedule information, prepare for fees entry, etc.

Logic exists upon saving that verifies the correct Structure ID (visible on the Schedule Structure Detail editor) is associated with the selected Calendar ID (visible on the Calendar Information editor). If there is a mismatch, an error message displays indicating the two IDs do not match. When this occurs, the enrollment cannot be saved and Campus Support needs to be contacted to correct the issue.

If [Grade Level Age](#) settings are in effect, a warning message displays if a grade level is selected and the student is not of the appropriate age for the selected grade level.

End Enrollments

Enrollments are ended when the student leaves the school for a period of time, when the school year ends (depending on state reporting guidelines) or if the student has a change in services (depending on state reporting guidelines).

1. Select the enrollment to end from the list of available enrollments.
2. Enter the **End Date**, which is the last day the student is enrolled in the selected calendar.
3. Select an **End Action** from the dropdown list, if applicable.
4. Select an **Local End Status** that relates to the reason the student is ending enrollments.
5. Enter any **End Comments** related to the ending of the enrollment.
6. Click the **Save** icon when finished. The enrollment displays in the Enrollment Editor list as ended.

Ending a student's enrollment also ends enrollment in all courses (drops the student name from the Section Roster), and any attendance data entered after the end date is deleted.

If multiple students are ending enrollments on the same day for the same reason (end of school year processing), use the [Enrollment End Batch Wizard](#).

Summer Enrollments

[Mass Creation of Summer School Enrollments](#) | [Single Creation of Summer School Enrollments](#) | [End Dating Summer School Enrollments](#)

Summer School Enrollments are managed the same way a regular school year enrollment is. It is recommended that a separate Summer School Calendar be made for each school that allows summer school enrollments. This is done by marking the **Summer School** checkbox on the [Calendar Information](#) editor.

Generally, students are in the same grade level for the summer school enrollment as they are for the enrollment in the just finished school year.

This is a guideline for summer school enrollments. The process for this may vary by district. If district process information exists, please follow that information.

Instructions assume a summer school calendar and courses have already been created.

Mass Creation of Summer School Enrollments

1. Create an [Ad hoc Filter](#) using the Selection Editor that contains all students who are attending summer school.

2. Use the [Enrollment Roll Forward](#) tool to create enrollment records. For the Source Ad hoc Student filter, select the ad hoc filter created above.

Single Creation of Summer School Enrollments

1. Search for the student in the current school year calendar (not summer school calendar).
2. Navigate to the student's Enrollment tool and select the New icon.
3. Change the Calendar selection to be the Summer School Calendar.
4. Enter a Start Date for the enrollment, usually the first day of summer school.
5. Select the appropriate Start Status for this enrollment.
6. Verify the current year Grade level is selected. Students are not considered to be enrolled in the next grade level until the fall enrollment.
7. Select the Service Type of S: Partial.
8. Click the Save icon.

End Dating Summer School Enrollments

This is only used for students who ended summer school enrollment prior to the last day of summer school.

1. Search for the student in the summer school calendar.
2. Navigate to the student's Enrollment tool and select the New icon.
3. Enter an End Date for the enrollment.
4. Select the appropriate End Status for this enrollment.
5. Click the Save icon.

General Enrollment Editor

[End Action](#) | [No Show Enrollments](#)

The **General Enrollment Information** section lists the calendar of enrollment, grade level, start and end date, the type of enrollment, the start and end status of enrollment, and any enrollment comments that have been entered. Options available in fields such as start status, end status and service type vary by state.

General Enrollment Information

Enrollment ID 572764

Calendar: 2021-22 High School

Schedule (read only): Main

*Grade: 12

Class Rank Exclude:

External LMS Exclude:

*Start Date: 09/08/2021

No Show:

End Date:

End Action:

*Service Type: P: Primary

*Local Start Status: 00: Last year, public school, same district

Local End Status: Select a Value

State Start Status: 00: Last year, public school, same district

Start Comments:

End Comments:

DPSA Calculated Tier:

DPSA Reported Tier:

Exclude from DPSA Calculation:

CRDC School of Accountability: Select a Value

Rolled From Enrollment ID: 546694

General Enrollment Editor

The following table provides definitions for each data element on the General Enrollment editor.

▶ [Click here to expand...](#)

End Action

The following definitions define the available End Actions for an enrollment. These options are used in the [Enrollment Roll Forward Wizard](#).

Term	Description	Logic
D	Demote	Indicates a student will be a lower grade level for the next school year (for example, a student enrolled in grade 3 will be in grade 2 in the next school year).
P	Promote	Indicates the student will increase at least one grade level for the next school year (student moves from grade 3 to grade 4). This is the default setting and does not need to be selected for students moving to the immediate next grade level.
R	Retain	Indicates a student will remain in the same grade level for the next school year (student will be enrolled in grade 3 next year, and is currently enrolled in grade 3).

No Show Enrollments

Each state, district and education agency determines the No Show policy for their schools. The following provides a best use for this checkbox so districts can determine the best use of this checkbox.

Enrollments usually aren't marked as No Show until a certain number of days passes and the student has never been considered present in any scheduled course sections. Up until this date (10 days after school starts, for example), the student is marked absent with an unknown excuse. At the time the student is considered a No Show, the checkbox on the enrollment record is marked, an End Date is entered for that enrollment, and an appropriate End Status is assigned.

▶ [Click here to expand...](#)

Future Enrollments

[Set Future Enrollments for Specific Students](#) | [Future Enrollment Ad hoc Fields](#)

The **Future Enrollment** editor provides information regarding the student's plan for the next school year (i.e., elementary to middle and middle to high). This should only be used by districts that have multiple school sites for a given grade level.

See the [Enrollment Roll Forward](#) article for information on how these fields are used when rolling enrollments into the next calendar.

General Enrollment Information			+
Future Enrollment			-
Next Calendar	Next Schedule Structure	Next Grade	
2020-21 High School	Main	12	
State Reporting Fields			+
Special Ed Fields			+
District Defined Elements			+

Future Enrollment Editor

When a student has the ability to choose a school outside of the student's school boundary, the Next Calendar and Next Grade need to be chosen. Only future calendars are available for selection based on the calendar chosen in the Campus toolbar (i.e, calendars for school years in the past do not appear for selection).

- If an existing enrollment is selected, the Next Calendar dropdown list displays all calendars greater than or equal to the year of that enrollment that contains the grade level sequences greater than or equal to the grade level selected in the enrollment.
- If a new enrollment is being created, the Next Calendar dropdown list displays all calendars greater than or equal to the Active School Year.

Set Future Enrollments for Specific Students

1. Select the **Next Calendar** from the dropdown list. This calendar selection should be the next year's calendar. For example, a student currently enrolled in the 2016-17 Elementary School will be enrolled into the 2017-18 Middle School. The 2017-18 calendar should be selected.
2. Select the **Next Grade** into which the student will be enrolled in the next school year.
3. Click the **Save** icon at the top of the Enrollment tool when finished.

Future Enrollment Ad hoc Fields

The following fields in the Query Wizard can be selected from the **Student > Learner > Active Enrollment (activeEnrollment.XXX)**, **All Enrollments (histEnrollment.XXX)**, folders, depending on what is needed in the report.

Enrollment Field	Ad hoc Field
Next Calendar	activeEnrollment.nextCalendar histEnrollment.nextCalendar
Next Schedule Structure	activeEnrollment.nextStructureID histEnrollment.nextStructureID
Next Grade	activeEnrollment.nextGrade histEnrollment.nextGrade

State Reporting Fields

The State Reporting Fields editor contains data elements used in state reporting extracts and federal reporting. Fields on this editor vary by state.

Fields vary by state. Please see your state's [State Tools](#) articles for more information on Enrollment fields in your state.

State Reporting Enrollment Editor

State Reporting Enrollment Ad hoc Fields

There are two areas in Query Wizard that include State Reporting Enrollment editor fields. Available fields vary by state.

- **Student > Learner > State Localized Elements.** These fields are labeled as **es.XXX**.
- **Student > Learner > Active Enrollment/All Enrollments > State Reporting Elements.** These fields are labeled as **activeEnrollment.XXX** or **histEnrollment.XXX**, depending on where it is selected.

Additional information on these fields is available in your localized state reporting articles.

State Reporting Enrollment Ad hoc Fields

Special Education Fields

The Special Education Fields editor lists those items that need to be reported for state reporting relative to students determined to be special education students.

Fields vary by state. Please see your state's [State Tools](#) articles for more information on Enrollment fields in your state.

Data elements on this editor vary by state.

Special Education Enrollment Editor

Special Education Enrollment Ad hoc Fields

Select fields in the Query Wizard from the **Special Ed Elements** folders in **Student > Learner > Active Enrollment (activeEnrollment.XXX)**, **All Enrollments (histEnrollment.XXX)**, folders, depending on what is needed in the report. Available fields vary by state.

Special Education Enrollment Ad hoc Fields

Enrollment History

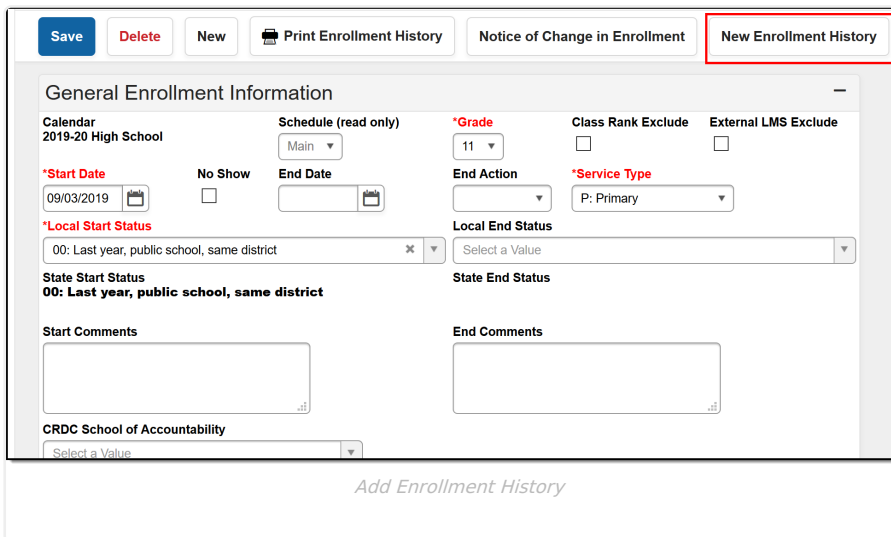
[Add New Enrollment History](#) | [Print the Enrollment History](#)

All past enrollment information can be entered for the student's entire education career, even if the enrollments were not at the current school or district. This provides the district with the ability to contact past schools or just

have a record of enrollment (often required for state reporting).

Add New Enrollment History

1. Select the **New Enrollment History** icon from the Action bar. An **Enrollment History** editor displays.
2. Enter the following required fields:
 - **Calendar Name** - this is the name of the school
 - **Grade** level of enrollment
 - **Start Date**
 - **Service Type** (defaults to Primary)
 - **Start Status**
3. Because this is a historical enrollment record, for most entries, the end of the enrollment information can also be entered. Enter the following fields:
 - **End Date**
 - **End Status** (if needed for state reporting purposes).
4. Click the **Save** icon when finished. The historical enrollment is now listed in the Enrollment Editor list of enrollments, with the word (History) in parentheses.



The screenshot shows the 'New Enrollment History' form with the following fields and values:

- Action Bar:** Save, Delete, New, Print Enrollment History, Notice of Change in Enrollment, **New Enrollment History** (highlighted with a red box).
- General Enrollment Information:**
 - Calendar:** 2019-20 High School
 - Schedule (read only):** Main
 - *Grade:** 11
 - Class Rank Exclude:**
 - External LMS Exclude:**
 - *Start Date:** 09/03/2019
 - No Show:**
 - End Date:** (empty)
 - End Action:** (empty)
 - *Service Type:** P: Primary
 - *Local Start Status:** 00: Last year, public school, same district
 - Local End Status:** Select a Value
 - State Start Status:** 00: Last year, public school, same district
 - State End Status:** (empty)
 - Start Comments:** (empty text area)
 - End Comments:** (empty text area)
 - CRDC School of Accountability:** Select a Value

Below the form is a button labeled 'Add Enrollment History'.

Print the Enrollment History

A student's enrollment history can be printed by selecting the **Print Enrollment History** button. In the pop-up that displays, select either the **Local Grade Level Code** or the **State Grade Level Code**. The student's enrollment history appear in a separate window in PDF format.

Save Delete New **Print Enrollment History** Notice of Change in Enrollment New Enrollment History

General Enrollment Information

Calendar: 2019-20 High School

Schedule (read only): Main

*Grade: 11

Class Rank Exclude:

External LMS Exclude:

*Start Date: 09/03/2019

No Show:

End Date: [calendar icon]

End Action: [dropdown]

*Service Type: P; Primary

*Local Start Status: 00: Last year, public school, same district

Local End Status: Select a Value

State Start Status: 00: Last year, public school, same district

State End Status: [dropdown]

Start Comments: [text area]

End Comments: [text area]

CRDC School of Accountability: Select a Value

Print Enrollment History

Documents

To view documents, click the **Documents** button on the action bar. See the [Student Person Documents](#) article for more information.

Enrollments ★

Student Information > General > Enrollments

New **Print Enrollment History** Notice of Change in Enrollment New Enrollment History **Documents**

Upload Document

Document List

Date Uploaded	Name	File Description	Campus Tool	File Size
04/29/2021 1:18 PM	Enrollment Record 2018-19	Student Information > General > Enrollments		0.29 MB

Enrollment Documents

Previous Versions

[Enrollments \[.2128 - .2235\]](#)

CORE MIGRANT

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Classic View: Student Information > Program Participation > Migrant

Search Terms: Migrant

The Migrant tool captures information for students whose parents/guardians move frequently in an effort to find work or better living conditions. The Federal Migrant Program provides support for these students to be successful in their education.

Fields vary by state. Please see your state's [State Tools](#) articles for more information on Migrant procedures in your state.

Migrant Editor

MSIX ID	Arrival Date	Expiration Date
123456	04/01/2021	

Student Migrant Detail

*MSIX ID: 123456
 Last Qualifying Arrival Date: 04/01/2021
 From State: CO: Colorado
 To State: ID: Idaho
 Migrant COE Status Indicator: Y: Yes, Approved
 Services Start Date: []
 Priority for Service (PFS):
 Eligibility Expiration Date: []
 Last Qualifying Move Date: []
 Services End Date: []

- Modified By: Administrator, System 01/07/2022 11:36 AM

State Reporting Fields
 District Defined Elements

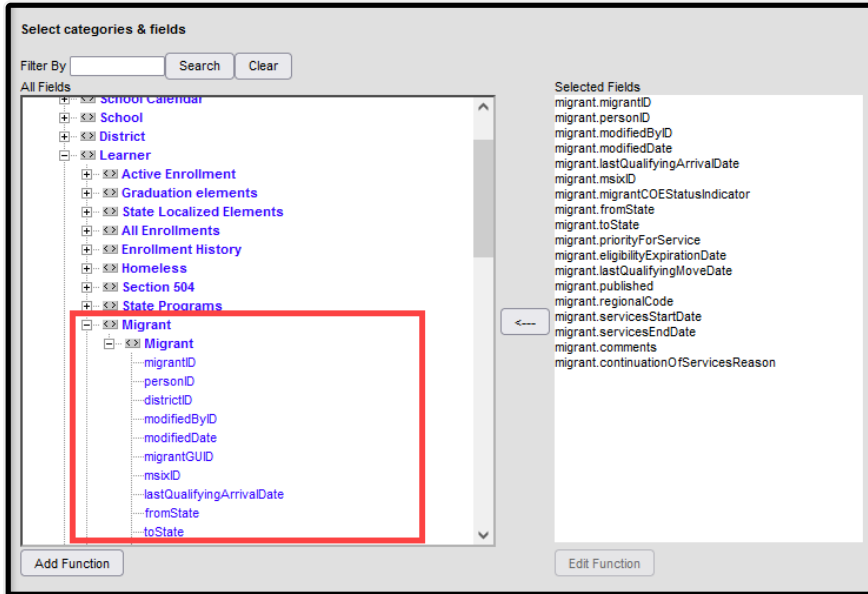
Migrant Tool

Migrant Information in Ad hoc Query Wizard

Migrant information is available in the Query Wizard for Student Data Type filters. Fields can be selected from the **Student > Learner > Migrant** folder.

- The **Student > Learner > Migrant** fields returns data associated with the Student Migrant Detail editor.
- The **Student > Learner > Migrant > Custom_ic_Migrant** fields returns data associated with any district defined fields added to the Migrant toolset.

Migrant information entered on the Enrollment editor can be selected from the **Student > Learner > Active Enrollment/All Enrollment > State Reporting Elements** folder.



Migrant Ad hoc Fields

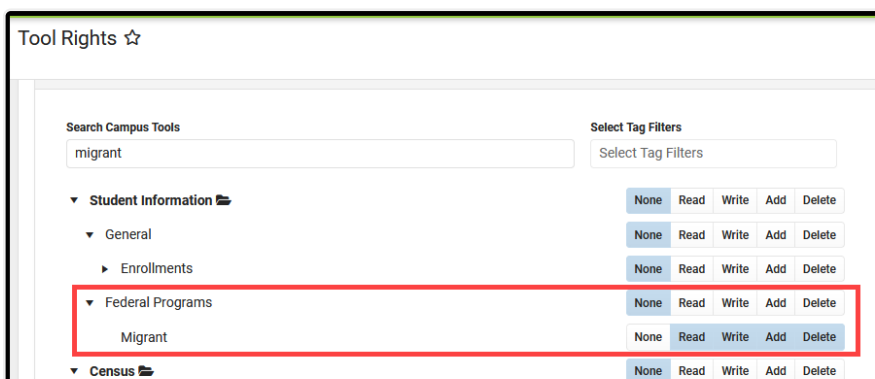
Migrant Tool Rights

Classic View: System Administration > User Security > Users > Tool Rights

Full tool rights to the Migrant tool require the following:

- Read (R) - allows the user to view existing Migrant records
- Write (W) - allows the user to edit existing Migrant records
- Add (A) - allows the user to add new Migrant records
- Delete (D) - allows the user to remove Migrant records

Users with at least Read and Add tool rights are able to create and save new records. Only users with Write tool rights are able to edit or end existing open records.



Tool Rights for Migrant

Field Descriptions

Field	Description	Ad hoc Field Name
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Field	Description	Ad hoc Field Name
MSIX ID	Indicates the Migrant Student Information Exchange Identifier. This field may or may not be required for entry	migrant.msixID
Priority of Service (PFS)	When marked, this checkbox indicates the migrant student is determined as a priority for Migrant Programs.	migrant.priorityForService <i>Reports a value of 1 when marked.</i>
Last Qualifying Arrival Date	Indicates the date entered on the migrant student's Certificate of Eligibility (COE) or the date the student arrived in the district, if the COE is still in process. In some states, this field is Start Date.	migrant.lastQualifyingArrivalDate
Eligibility Expiration Date	Indicates the Expiration Date entered on the migrant student's Certificate of Eligibility (COE) or 36 months from arrival date, if approval in process. In some states, this field is End Date.	migrant.eligibilityExpirationDate
From State	Identifies the US state postal code (CO, NY, MN, etc.) of the state from which the migrant student is from.	migrant.fromState
To State	Identifies the US state postal code (CO, NY, MN, etc.) of the state to which the migrant student is moving.	migrant.toState
Migrant COE Status Indicator	Indicates the approval status of the Certificate of Eligibility (COE): Yes (Approved) or No (In Process) . In some states, this field is Migrant Indicator.	migrant.migrantCOEStatusIndicator <i>Reports either a Y or N.</i>
Last Qualifying Move Date	Identifies the Move Date as approved on Certificate of Eligibility (COE) or the date the student arrived in the district if the COE is in process.	migrant.lastQualifyingMoveDate
Services Start Date	Indicates the date services started for the student.	migrant.sevicesStartDate
Services End Date	Indicates the date services ended for the student.	migrant.servicesEndDate
Continuation of Services Reason	Indicates the reason services have been continued for the student.	migrant.servicesreason

Overlapping records are not allowed.

- If a new record is added before an existing record has an end date, a warning message displays. Enter an End Date on the existing record before adding a new record.
- If a new record is added that with a start date that is between the start and end dates of a historical record, a warning message displays. Verify the entered date on the new record is correct.

Enter Migrant Records

1. Click the **New** icon. A **Student Migrant Detail** editor displays.
2. Enter the student's **MSIX ID**.
3. Enter information for the remaining fields on the editor, as appropriate for the selected student.
4. Click the **Save** icon when finished. The new record is visible in the Migrant Editor.

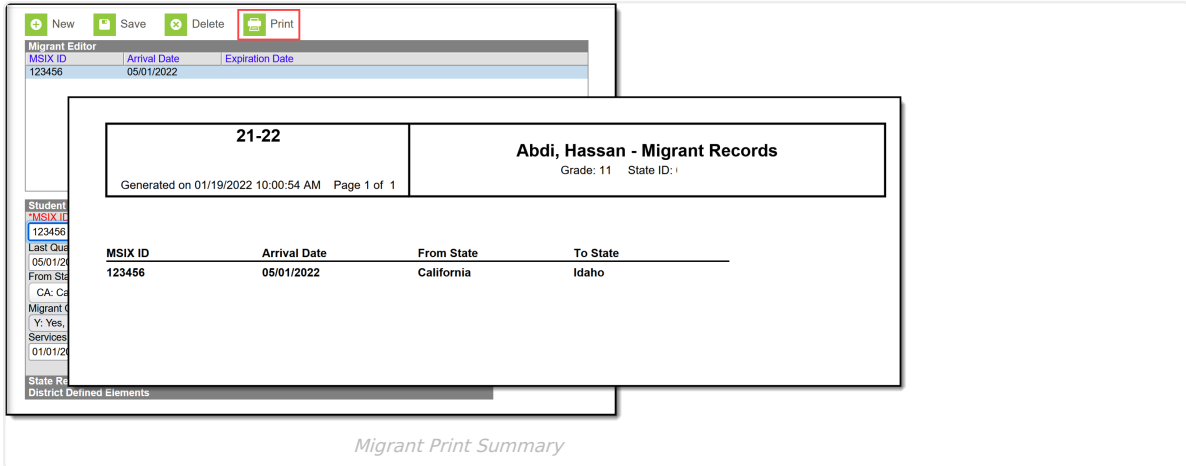
To modify a Migrant record, select it from the editor and enter the new information (end date, new comments, etc.).

When a student is no longer considered a Migrant student, or has stopped receiving Migrant services, edit the record and enter an **End Date**.

If a record was entered in error, click the **Delete** icon to completely remove it.

Print a Migrant Summary Report

Click the **Print** icon to display a PDF of the student's Migrant records.



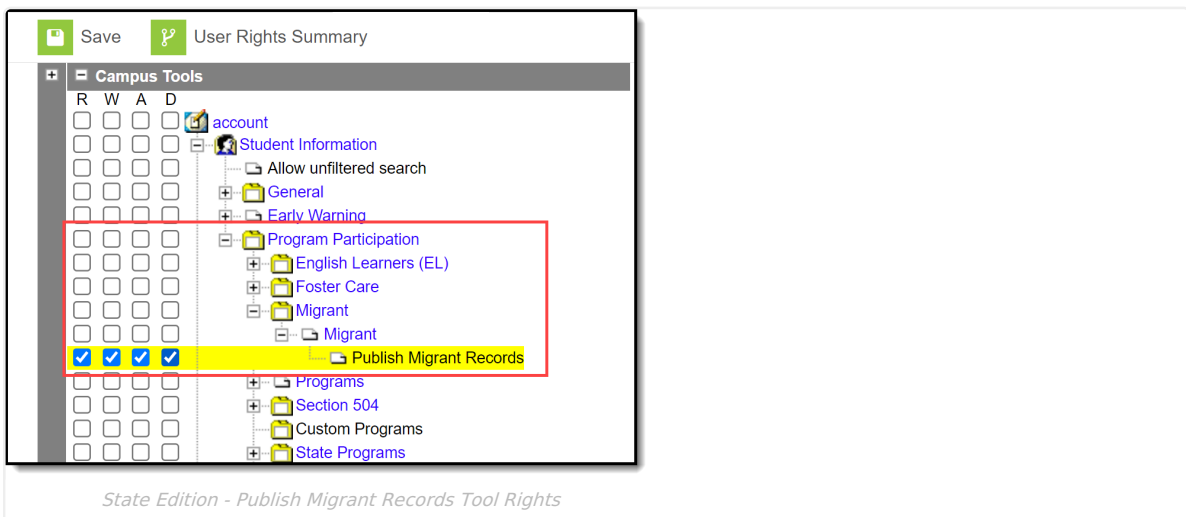
Publish Migrant Records from a State Edition to a District Edition

Migrant records can be published for an individual student from a State Edition to a District Edition. This tool is only available to State Edition users.

1. Click the **Publish Sate Migrant Records** icon.
2. A message displays indicating the request has been submitted. Click **OK**.
3. A Migrant record is created in the District Edition.

Publish Migrant Records Tool Rights

Users must have at least W(rite) tool rights to the Publish Migrant Records sub-right in order to use this tool.



State Edition to DIS-linked District Editions

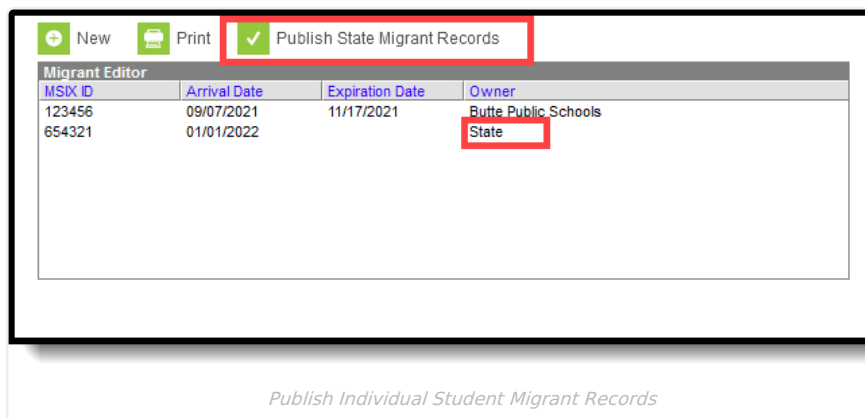
When data is published from the State Edition to DIS-linked District Editions, logic compares data from the State Edition versus the District Edition. Note the following:

- Users must have statewide access to publish student records.
- There must be at least one state-owned record for the student in order for the Publish State Migrant Records icon to display.
- Only state-owned records can be published.
- For State-linked customers, the Owner column on both the State and District editions displays the district name if the record is a district owned record and 'State' if it is a state owned record. The Filter dropdown allows users to view all records, only state owned records, or only district owned records.

District Editions to State Edition

When data is published from the State Edition to DIS-linked District Editions, logic compares data from the State Edition versus the District Edition:

- Only State owned data is published down to districts.
- When the Migrant record being published does not exist at the district, the Migrant record is created at the district.
- When the Migrant record being published exists at the district, data changes made at the State level are updated on the district record.
- When the Migrant record being published exists at the district but no changes exist between the state and district record(s), no update is made.
- When the Migrant record being published exists at the district but the record was deleted in the State Edition, the record is deleted at the district.



Custom Tools

Users can create custom tabs for Migrant in State and District editions. Custom tabs do not sync to the state edition from the district edition. Custom tabs are available in Ad hoc reporting.

CORE Title 1

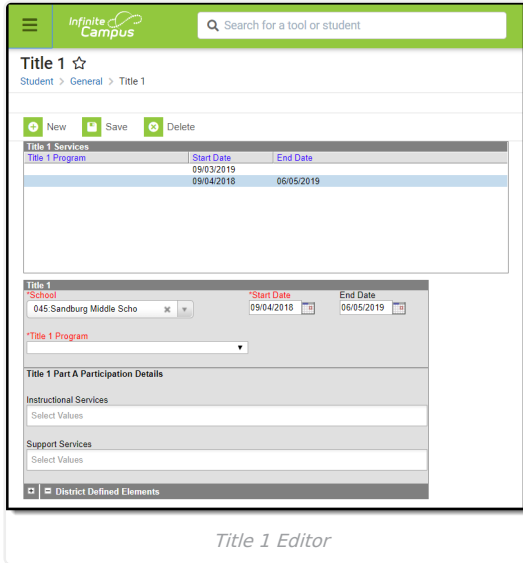
[Enrollment Information in Ad hoc Query Wizard](#) | [Features of Enrollments](#) | [Enrollment System Preferences](#) | [Enrollment Information on Student Summary](#) | [Add Enrollment Information](#) | [End Enrollments](#) | [Summer Enrollments](#) | [General Enrollment Editor](#) | [Future Enrollments](#) | [State Reporting Fields](#) | [Special Education Fields](#) | [Enrollment History](#) | [Documents](#) | [Migrant Information in Ad hoc Query Wizard](#) | [Migrant Tool Rights](#) | [Field Descriptions](#) | [Enter Migrant Records](#) | [Print a Migrant Summary Report](#) | [Publish Migrant Records from a State Edition to a District Edition](#) | [Custom Tools](#) | [Tool Rights for Title 1](#) | [Field Descriptions](#) | [Create a New Title 1 Record](#) | [Gifted and Talented Fields Available in Ad hoc Query Wizard](#) | [Tool Rights for Gifted and Talented](#) | [Gifted and Talented Field Descriptions](#) | [Manage Gifted and Talented Records](#) | [Print a Summary Report of Gifted and Talented Records](#) | [Documents](#)

Classic View: Student Information > Program Participation > Title 1

Search Terms: Title 1

The Title 1 tool is used to record Title I Program information for students who receive services.

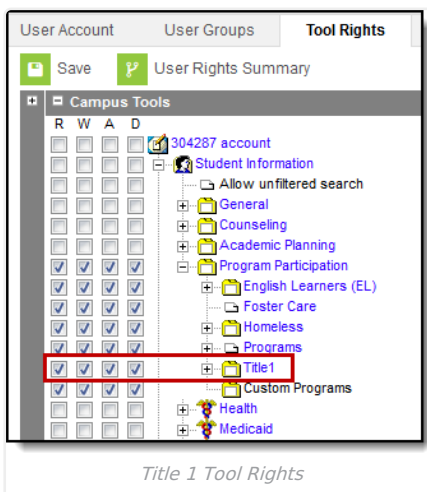
Fields vary by state. Please see your state's [State Tools](#) articles for more information on Title 1 procedures in your state.



Tool Rights for Title 1

Tool Rights must be assigned to this tool.

- Read (R) - allows the user to view existing Title 1 records
- Write (W) - allows the user to edit existing Title 1 records
- Add (A) - allows the user to add new Title 1 records
- Delete (D) - allows the user to remove Title 1 records



Field Descriptions

Field	Description
Start Date	Date the student began receiving Title 1 Services.
End Date	Date the student stopped receiving Title 1 Services.
Title 1 Program	The type of Title 1 Program in which a student is participating. <ul style="list-style-type: none"> • Targeted Assistance • No Longer Participates • Homeless • Facility For Neglected
Services	All Title 1 Services the student is receiving. <ul style="list-style-type: none"> • Counseling • Health Services • Math • Reading • Science • Social Services • Social Studies
Instructional Services	The type of Title 1 Part Services the student is receiving.
Support Services	The type of Title 1 Part A Support Services the student is receiving.
Program Type	The type of Title 1 Part D - Neglected, Delinquent and At Risk Program in which a student is participating.
Program Services	The Title 1 Part D - Neglected, Delinquent and At Risk Program Services the student is receiving.

Create a New Title 1 Record

1. Click the **New** icon. The Title 1 editor appears below.
2. Select the **Start Date**, **End Date** (optional), **Title 1 Program**, and **Services**.
3. Click the **Save** icon.

CORE Gifted and Talented

[Enrollment Information in Ad hoc Query Wizard](#) | [Features of Enrollments](#) | [Enrollment System Preferences](#) | [Enrollment Information on Student Summary](#) | [Add Enrollment Information](#) | [End Enrollments](#) | [Summer Enrollments](#) | [General Enrollment Editor](#) | [Future Enrollments](#) | [State Reporting Fields](#) | [Special Education Fields](#) | [Enrollment History](#) | [Documents](#) | [Migrant Information in Ad hoc Query Wizard](#) | [Migrant Tool Rights](#) | [Field Descriptions](#) | [Enter Migrant Records](#) | [Print a Migrant Summary Report](#) | [Publish Migrant Records from a State Edition to a District Edition](#) | [Custom Tools](#) | [Tool Rights for Title 1](#) | [Field Descriptions](#) | [Create a New Title 1 Record](#) | [Gifted and Talented Fields Available in Ad hoc Query Wizard](#) | [Tool Rights for Gifted and Talented](#) | [Gifted and Talented Field Descriptions](#) | [Manage Gifted and Talented Records](#) | [Print a Summary Report of Gifted and Talented Records](#) | [Documents](#)

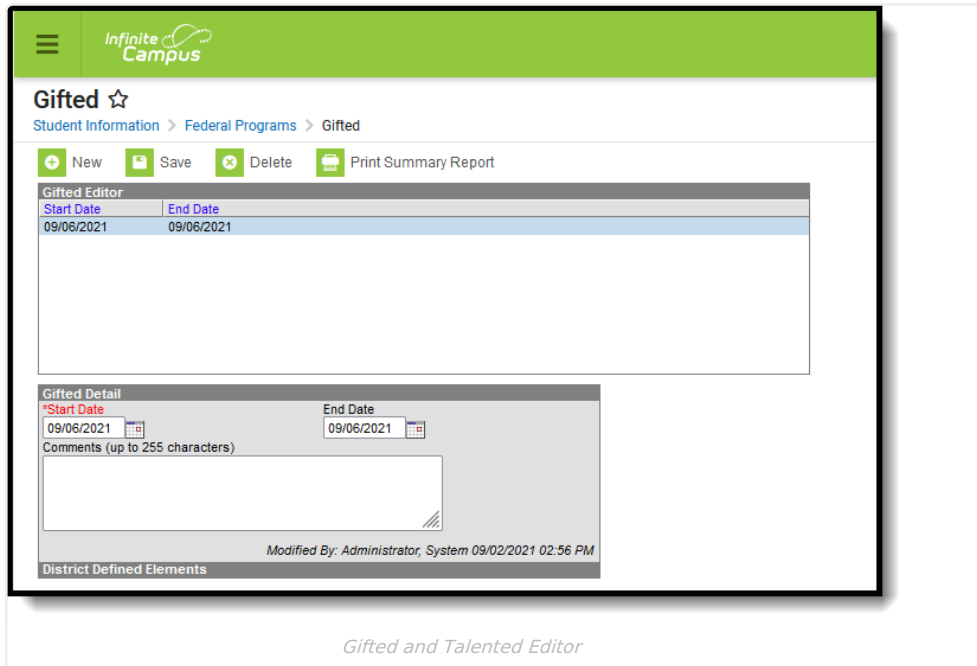
Classic View: Student Information > Program Participation > Gifted and Talented

Search Terms: Gifted and Talented

The Gifted and Talented tool tracks a student's participation in Gifted and Talented programming through enrichment, acceleration, and/or advanced curriculum. Gifted and Talented programs vary in name - Gifted,

Gifted and Accelerated, etc. Schools can record a student's participation that includes a specific type of program or location or focus, note permission to participate, generate a summary report of the entered data, and a variety of other items that states may wish to capture.

Fields vary by state. Please see your state's [State Tools](#) articles for more information on Gifted and Talented procedures in your state.



Gifted and Talented Editor

Use the [Federal/State Program Updater](#) tool to import Gifted and Talented information to this tool.

Gifted and Talented Fields Available in Ad hoc Query Wizard

Use the fields available in the **Student > Learner > Gifted** folder to create ad hoc reports. Select the Student Data Type from the Filter Designer options.

Select categories & fields

Filter By Search Clear

All Fields

- Student
 - Learner
 - Active Enrollment
 - All Enrollments
 - Gifted
 - giftedID
 - personID
 - districtID
 - giftedGUID
 - modifiedByID
 - modifiedDate
 - startDate
 - endDate
 - participation
 - comments
 - giftedTest
 - acceleratedPlacement
 - exceptionality
 - location
 - Schedule
 - Learner Portfolio

Selected Fields

- gifted.giftedID
- gifted.personID
- gifted.districtID
- gifted.giftedGUID
- gifted.modifiedByID
- gifted.modifiedDate
- gifted.startDate
- gifted.endDate
- gifted.participation
- gifted.comments
- gifted.giftedTest
- gifted.acceleratedPlacement
- gifted.exceptionality
- gifted.location

Add Function Edit Function

Gifted and Talented Ad hoc Fields

Tool Rights for Gifted and Talented

For full access to Gifted and Talented, users need **RWAD** rights to Gifted and Talented.

- R = users can view the student's existing Gifted and Talented record
- W = users can modify the students' existing Gifted and Talented record
- A = users can add a new Gifted and Talented record
- D = users can permanently remove a student's Gifted and Talented record

User Account User Groups **Tool Rights** Calendar Rig

Save User Rights Summary

Campus Tools

	R	W	A	D
account				
Employee Self Service				
Student Information				
Allow unfiltered search				
General				
Counseling				
Academic Planning				
Program Participation				
Early Childhood				
English Learners (EL)				
Foster Care				
Gifted	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gifted	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Homeless				
Programs				
Section 504				
Title 1				
Custom Programs				
State Programs				
Health				
Medicaid				
PLP				

Classic Navigation Tool Rights

Tool Rights Administrative System

User Management > User Accounts > Tool Rights

User Tool Rights

This tool allows you to edit the tool rights for a user. Granting tool rights enables users to view and use tools in the Navigation.

Tool Tree

Search Campus Tools: gifted Select Tool Items: Student Information

Student Information

- Gifted

New Navigation Tool Right

Gifted and Talented Field Descriptions

The fields listed here may not be the fields available in your state.

Field	Description	Ad hoc Field Name
Start Date	Indicates the date the student first received or participation in Gifted and Talented programming.	gifted.startDate
End Date	Indicates the date the student stopped receiving or participating in Gifted and Talented programming.	gifted.endDate
Comments	Notes any comments school staff/teachers related to the student's participation in Gifted and Talented programming.	gifted.comments

Manage Gifted and Talented Records

Add a Gifted and Talented Record

Fields in red with an asterisk are required.

1. Click the **New** button. A Gifted and Talented Detail editor displays.
2. Enter the applicable information for the student.
3. Click the **Save** icon when finished. The saved record displays in the Gifted and Talented editor.

End a Gifted and Talented Record

Depending on the state, records may not overlap. In order to add a new record, the previous record must be ended.

1. Select the record from the **Gifted Editor** that needs to be ended.
2. Enter an **End Date**.
3. If applicable, enter a reason for the record being ended.
4. Click **Save**. The record is now ended.

Delete a Gifted and Talented Record

Deleting a record should only be done when the record was created in error.

Click the **Delete** button. A confirmation message displays. Click **OK** to continue with the deletion or **Cancel** to not delete the record.

Print a Summary Report of Gifted and Talented Records

A Summary Report of a student's Gifted and Talented records can be generated by clicking **Print Summary Report**.

SCHOOL DISTRICT		Gifted Records Summary	
Generated on 09/02/2021 03:22:23 PM Page 1 of 1		Grade: 10 State ID:	
Gifted Records			
Start Date	End Date	Gifted Detail	Comments
11/23/2020	09/02/2021	Participation:EIS School:123456	New participation

Gifted and Talented Print Summary

Documents

To view or add documents related to the student's Gifted and Talented record, click the **Documents** button in the action bar. See the [Student Person Documents](#) article for more information.

The screenshot shows the Infinite Campus interface for a student's record. The student is identified as Adam, Grade 12, with ID #123456 and DOB 10/08/03. The action bar includes buttons for New, Save, Delete, Print Summary Report, and Documents (highlighted with a red box). An 'Upload Document' dialog box is open, displaying a 'Document List' table with the following data:

Date Uploaded	Name	File Description	Campus Tool	File Size
09/03/2021 9:56 AM	GTPrint_2140	Confirmation	Student Information > Program Participation > Gifted > Gifted	0.47 MB

Gifted and Talented Documents Upload